



OLD VALUES - NEW HORIZONS
COMMUNITY DEVELOPMENT

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Capital Improvement Program (CIP)
Meeting Minutes
October 1, 2012

The regular meeting of the Capital Improvements Program (CIP) was called to order at 6:00 pm, on October 1st, by Vice Chairman Stephanie Wimmer at the Community Development Department.

Present

Stephanie Wimmer, Vice Chair, School Board Representative
Ruth-Ellen Post, Planning Board Representative
Jennifer Simmons, Citizen Member
Neelima Gogumalla, Citizen Member
Carolyn Webber, Planning Board Representative

Excused

Rob Gustafson, Chair 2012
Bruce Breton, Board of Selectmen Representative
Elizabeth Wood, Staff Advisor

I. Vice Chairman Stephanie Wimmer introduced the members of the board and reviewed the agenda.

II. Review and Accept the September 12th Meeting Minutes

Motion to approve the minutes by Ms. Post and seconded by Ms. Webber. Vote 5-0.

III. Review and Accept the September 26th Meeting Minutes

Motion to approve the minutes by Ms. Post and seconded by Ms. Webber. Vote 5-0.

IV. Final CIP Edits

New/Additional Information

1. The full amount, for the Fire Department's request of \$202,867, for Self Contained Breathing Apparatus-Replacement, needs to be included on the CIP Appropriations Plan as the awarding of the grant may not be known for some time.
2. The Highway Department has been spending the funds allocated to them.
3. Ms. Gogumalla informed the Committee that she attended a Tech Meeting on Thursday, September 27th and learned that the Tech Committee supports the \$75,000 request, made by the IT/GIS Department, for system replacement. Scott Baetz, owner of AdminInternet and author of the Town of Windham's Network Assessment, told the Committee that the town's IT/GIS assets are in grave condition and it is time to take action. He said that servers and support tools are critically needed. Greg, from the Tech Committee, told the Committee that the town's IT/GIS assets are at a bare bones level. He also confirmed that the Tech Committee is recommending the request made by IT/GIS for system replacement.

V. Final Financial Plan

The Committee reviewed the requested level of funding for each of the projects in 2013 and made adjustments to bring the total requests in balance with the funding. The following appropriations were made for 2013: Police Department- \$61,292, Fire Department - \$202,867, Highway Department - \$600,000, IT/GIS - \$75,000, Searles Historic Committee - \$100,918, and School Department - \$630,000. Ms. Webber moved to approve the CIP Appropriations Plan for 2013-2020. Ms. Simmons seconded the motion. The motion passed with a 5-0 vote.

Ms. Wimmer asked that the Committee please send their narratives to Mr. Gustafson as soon as possible.

The next meeting will be the public hearing with the Planning Board on Wednesday, October 17, 2012, at 7:00 p.m., in the Community Development Department Meeting Room.

Adjournment

Motion to adjourn at 6:46 p.m. by Ms. Webber and seconded by Ms. Post. Vote: 5-0

Minutes submitted by: Jennifer Simmons

Approved by: [Type name here]