

CIP SUBCOMMITTEE MEETING MINUTES

AUGUST 21, 2003

In Attendance: Lee Maloney, Nancy Prendergast, Roger Hohenberger, Marcia Unger, Bev Donovan, Suzanne Jortberg, and Julie Morgan

Absent: Galen Stearns and Jack Merchant

Call to Order: Meeting began at 7 PM.

Minutes: None available from previous meeting. Nancy Prendergast will follow-up on locating them.

Old Business/Status of Year 2003 Fund Balances: The last year's CIP Appropriation Chart (Summary) and CIP 2003 Plan were distributed to all in attendance. Lee Maloney is still in the process of collecting all available balances. The Searles Fund balance, plus any rental income collected, will be used to offset the renovation bond payments which are scheduled to begin in June, 2004. The \$100,000 bond is a variable rate bond, not fixed. Lee Maloney will check on the particulars on the bond and to explore locking in a rate while rates are still low. The Land Fund is used by the Conservation Commission who has made several purchases recently. The Road Improvement Fund carryover balance is not for future CIP use. The balance needs to be netted with current Church Street expenditures. A request was made for the figures of promised funds for the Rt. 28 Substation Fund (ie., Hadleigh Woods and Lamplighters). A comment was made that only 18 new homes received certificates of occupancy for the first half of 2003. The collections of impact fees for new homes from January 1-September 1, 2003 will be available for the current CIP. Lee Maloney will find out when the final tax valuations will be available.

New Business/Appointment of Officers: The following officers were appointed: Lee Maloney, Chairperson; Nancy Prendergast, Vice Chairperson; Suzanne Jortberg, Secretary; Julie Morgan, Asst. Secretary.

Preliminary Schedule: Meetings will be held on the 1st and 3rd Thursday at 7 PM in the Planning and Development Room. Dates set are 9/4, 9/18, 10/2, and 10/16/03. The subcommittee's presentation of the CIP to the Planning Board has been tentatively set for 10/22/03. Nancy Prendergast will confirm.

CIP Dept. Requests Received: Requests have been received from the following to-date: Fire Dept., Selectmen, Highway Dept., Library Trustees, Conservation Commission, Transfer Station, Planning Board, and the School District. Lee Maloney will ask Al Turner to send out a second notice to all other dept requesting a response whether they are making a request or not. Presentations by departments to the subcommittee will be made at the 9/4 meeting and should be a maximum of 15 minutes.

Classification and Ranking Methods: The same classification and point system will be used to prioritize all requests, as in years past.

Cable casting: All subcommittee meetings will be broadcast live on cable TV.

Web posting: Nancy Prendergast will contact Eric Delong who handles the town website, WWW.WindhamNewHampshire.com.

Adjournment: Meeting ended at 8 PM.