

CIP SUBCOMMITTEE MEETING MINUTES

November 25, 2003

ROLL CALL: Lee Maloney, Chairperson, Planning Board Member – Present
Nancy Prendergast, Vice Chairperson, Planning Board Member – Excused
Suzanne Jortberg, Secretary, Citizen Member – Present
Marcia Unger, School Board Member – Present
Bev Donovan, Alternate School Board – Excused
Roger Hohenberger, Selectmen – Present
Galen Stearns, Alternate Selectmen – Excused
Jack Merchant, Citizen Member – Excused
Julie Morgan, Citizen Member – Excused

Ms. Maloney called the meeting to order at 7:05 PM in the Planning and Development Room.

MINUTES: Motion by Mr. Hohenberger, seconded by Ms. Unger, to approve the minutes of the CIP meeting held on October 21, 2003, as written. Motion was unanimously approved.

OLD BUSINESS: Mr. Wayne Morris, a member of the Planning Board, requested that the cost of the Rail to Trail bike path be allocated over two years, 2007 & 2008, because they expect the state funding reimbursements over the same 2-year period. After a brief discussion, there was agreement to split the cost at \$103,000 for each of those two years. Next, Mr. Hohgenberger distributed a report prepared by Mr. Dave Sullivan, Town Administrator, regarding the Castle Hill Bridge replacement project. The report stated that the costs and state funding reimbursements were expected in both 2004 and 2005. It was agreed that Option 3 of the report would be used for CIP purposes in order to match the costs with the funds previously allocated by the CIP subcommittee for 2004. Finally, in order to balance the 2004 budget (matching revenues with expenses to net out to zero), the CIP subcommittee agreed to adjust the school district's septic replacement cost allocation between 2004 and 2005 to achieve this end result. Next, Ms. Maloney stated that the new property tax valuation figures were received. The new figure is \$1,230,091,551, an increase of 2.84% over the previous year's valuation.

NEW BUSINESS: Ms. Unger made a motion to accept the CIP 2004-2010 appropriation chart as finalized at this meeting. Mr. Hohenberger seconded, and all present approved the motion. Next, there was a discussion about the status of the summary reports. Ms. Unger felt that it was important to note the year in which a request is made, then note the actual year it was appropriated by the CIP subcommittee and explain why if it is different from the year requested, or differs from the given classification time frame. A case in point would be the Transfer Station's requests. Ms. Unger will email her suggestions to the other members. It was noted that the Recreation Dept. summary was part of the Selectmen's report, Ms. Prendergast was assigned the Library Dept. report, Ms. Maloney will complete a report on the Planning & Development's master plan request, Ms. Unger will prepare the Fire Dept. summary, and Mr. Hohenberger will prepare the Highway Agent summary. Ms. Maloney will email all subcommittee members as to the deadline for the completed summaries so she can compile the subcommittee's final report. Lastly, the following dates were confirmed: December 3rd: Presentation to the Planning Board at 7:30 PM and December 10th: Public Hearing (run by the Planning Board) at 7:30 PM.

The meeting was adjourned at 7:45 PM. Motion to adjourn by Mr. Hohenberger, seconded by Ms. Unger. These minutes are in draft form and have not been approved by the CIP Subcommittee.
Respectfully submitted, Suzanne Jortberg 1/13/04