

CIP Subcommittee Meeting Minutes

September 2, 2004

ROLL CALL: Lee Maloney, Planning Board Member – Present
Walter Kolodziej, Planning Board Member – Present
Suzanne Jortberg, Citizen Member – Present
Marcia Unger, Citizen Member – Present
Bev Donovan, School Board – Present
John Hollinger, School Board – Excused
Roger Hohenberger, Selectmen – Present
Galen Stearns, Alternate Selectmen – Present
Jack Merchant, Citizen Member – Excused

Ms. Maloney called the meeting to order at 7:10 PM in the Planning and Development Room.

MINUTES: Motion by Ms. Unger, seconded by Ms. Maloney, to approve minutes of the CIP meeting held on November 25, 2003. Motion unanimously approved.

OLD BUSINESS: The Status of Year 2004 Fund Balances sheet was distributed to all in attendance. Lee Maloney is still in the process of collecting all available balances. The Land Fund is used by the Conservation Commission who made several purchases in 2003-2004. The balance as of July, 2004 was \$1,095,785. Mr. Stearns commented that there are no P & S agreements at the present time for land purchases. The Searles Trust Fund balance as of July, 2004 was \$20,667. The report stated the Searles rental income was \$13,800, but is being researched. The Library Capital Reserve Trust reflected an approx. balance of \$36,000 as of the end of 2003. Ms. Maloney will contact a library trustee for a current balance. Mr. Stearns stated these funds were leftover from the initial construction of the new library. The Highway Fund showed no balance. Ms. Unger stated that the School Impact Fees of approx. \$217,000 would be available for the current CIP. That figure is arrived at by subtracting the 2004 CIP school impact fees already allocated to the current school bonds of \$250,000 from the current balance of \$517,000, less the usual \$50,000 reserve for the following CIP fiscal year. Ms. Unger commented that approx. 45 new homes received certificates of occupancy for 2004 so far; that number is up from last year (18), but still only 2/3rds of prior years' numbers. Ms. Maloney included a memo from Dana Call stating the final tax valuations should be available in about 2-3 weeks. Regarding the status of developer fees, the selectmen reported that the \$144,000 expected for the Route 28 Fire Dept. substation is no longer available pending codification, and still subject to change.

NEW BUSINESS: Appointment of Officers: The following officers were appointed: Lee Maloney, Chairperson; Marci Unger, Vice Chairperson; and Suzanne Jortberg, 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 9/2, 9/16, 9/30, 10/7, and 10/21. Town departments' request presentations to the CIP subcommittee have been tentatively set for 9/16 and 9/30. October 7 and 21 will be the deliberative session dates after the presentations.

CIP Dept. Requests Received: Requests have been received from the following to-date: Fire Dept., Selectmen, Highway Agent, Library Trustees, Transfer Station, Assessing Dept., and the School District. Presentations by departments to the subcommittee will be as follows: on 9/16: Fire Dept., Highway Agent, and the Transfer Station; and on 9/30: Board of Selectmen, Library, Assessing Dept., and the School Dept. Each dept. will have a half hour for their presentation.

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. Ms. Maloney will contact Barbara Coish regarding the broadcasting.

Web posting: Ms. Jortberg will contact the town website administrator to get the minutes posted to the website, www.WindhamNewHampshire.com.

OTHER: Mr. Hohenberger commented that if the Cooperative High School vote goes well on September 14th, we should try to work with the Pelham CIP subcommittee for future planning.

The meeting was adjourned at 7:50 PM (motion by Ms. Unger, seconded by Mr. Kolodziej).

These minutes have not been approved by the CIP subcommittee.

Respectfully submitted, Suzanne Jortberg 9/7/04