

Town of Windham
2007 Capital Improvement Program Subcommittee

CIP Subcommittee Meeting Minutes
September 20, 2007

ROLL CALL: Phil LoChiatto, Planning Board Member, Chairman – Excused
Jack Merchant, Community Member, Vice-Chairman – Present
Rob Gustafson, Community Member, Secretary – Present
Bruce Breton, Community Member – Present
Bev Donovan, School Board Member – Present
Roger Hohenberger, Selectmen – Present
Walter Kolodziej, Planning Board Member – Present
Dennis Senibaldi, Alternate Selectmen Member - Excused
Beth Valentine, Alternate School Board Member – Present

Mr. Merchant called the meeting to order at 7:00 PM in the Building Department Meeting Room.

As Mr. LoChiatto was not in attendance, Mr. Merchant chaired the meeting. Jack introduced the members.

NEW BUSINESS: Town Department Presentations

1. Carol Pynn from HDC presented the request for continued funding for the Windham Junction Depot. Request is to continue funding at \$13,000/year (for \$42,000) toward the 20% required for the grant. Questions and discussion followed. The plan is to restore the buildings with some engineering required. Mr. Hohenberger requested that the plans shown be updated to show the current location of the caboose.
2. David Poulson presented the Transfer Station requests. He distributed a handout to the committee with the CIP outlays requested, and a plan of the transfer station showing the modifications for single-stream recycling. He reviewed single stream recycling and the impact on the operations and Transfer Station space requirements. Questions and discussion followed. The facility will not need to be expanded if the operations move to single stream recycling. The first three bullets on the handout apply if the move is made to single stream recycling. There is no harm in the requested funding plan if the move to single stream doesn't go forward.
3. Chief Tom McPherson presented the Fire Department requests. Deputy Chief Robert Lucci was also introduced to the sub-committee. Chief McPherson reviewed his Capital Needs Proposal item by item with questions and discussion on many items, specifically:
 - Engine 3: Mr. Hohenberger stated that the move back to 2010 from 2011 was very conservative.
 - Substation: Discussion of response times, facility and possibility of federal matching grant. To be eligible for federal matching funds would require relocating communication and weather station operations to the new substation. Mr. Merchant inquired about potential to reduce local insurance costs. The

impact would be on the town's ISO rate, there is nothing definitive on the homeowners' rates.

4. Carl Heidenblad presented the Nesmith Library requests. Questions and discussion followed. Mr. Merchant requested a breakdown of the items in the Deferred Maintenance/Repair/Upgrades in the proposed CIP schedule to be submitted in the next couple of weeks. The emergency generator funding is requested as the Library is listed as a site to be used during power outages by Emergency Management. It is also anticipated that the building will have a fire sprinkler once the building is expanded and he doesn't want it to freeze up during power outages. Mr. Merchant advised Carl that the building expansion probably wouldn't happen in FY10 as requested. Carl said that he would like to start building a Capital Reserve Fund to prepare for a building project. Further discussion on the impact of the Internet on the library and the new High School Library. Mr. Breton asked how big the High School Library will be. Mrs. Valentine will check. Mr. Merchant suggested to Carl to integrate with the High School to solve space pressures.

Mr. Gustafson pointed out that the CIP 2007-2014 Plan was not available on the Town website. Mr. Merchant had an electronic copy, but it is corrupted. He will see if he can get another copy of the Word file from Marcia Unger.

Motion made by Mr. Breton to adjourn, second by Mrs. Donovan. Motion carried 6-0.
Adjourned at 9:05PM

Respectfully submitted,
Rob Gustafson
September 24, 2007