



OLD VALUES - NEW HORIZONS
COMMUNITY DEVELOPMENT

PO Box 120, Windham, New Hampshire 03087
(603) 432-3806 / Fax (603) 432-7362
www.WindhamNewHampshire.com
Capital Improvement Program (CIP)
Meeting Minutes
September 12, 2012

The regular meeting of the Capital Improvements Program (CIP) was called to order at 7:32 pm, on September 12th, by Chairman Rob Gustafson at the Community Development Department.

Present

Rob Gustafson, Chair 2012
Stephanie Wimmer, Vice Chair, School Board Representative
Ruth-Ellen Post, Planning Board Representative
Jennifer Simmons, Citizen Member
Carolyn Webber, Planning Board Representative
Neelima Gogumalla, Citizen Member
Bruce Breton, Board of Selectmen Representative

Excused

Elizabeth Wood, Staff Advisor

I. Chairman Rob Gustafson introduced the members of the board and reviewed the agenda.

II. Review and Accept the August 22nd Meeting Minutes

Motion to approve the minutes by Ms. Wimmer and seconded by Ms. Webber.
Vote 6-0-1 (Ms. Post)

III. Review and Accept the August 25th Site Walk Minutes

Motion to approve the minutes by Ms. Wimmer and seconded by Ms. Webber.
Vote (5-0-2) (Mr. Breton and Ms. Post)

IV. Review and Accept the August 30th Meeting Minutes

Ms. Wimmer suggested adding the word “likely” to the 1st page. She also suggested changing a sentence to read, “classrooms now include all students (typical and special education)”, and adding “state” and “statewide” on page 3. Ms. Post noted that the word “than” needed to be changed to “then” on page 2. Motion to approve the minutes, as amended, by Ms. Wimmer and seconded by Ms. Post.
Vote (6-0-1) (Mr. Breton)

V. Review and Classification

Mr. Gustafson reviewed the classification process and also explained that when the Board puts together the plan it is required, for 2013, that the Board expend all of the CIP allocation as it needs to be zeroed out. The committee then reviewed and classified 21 requests for the 2013-2020 plan. Those requests that were classified include: Solid Waste Management Department – Wheel Loader, IT/GIS Department – System Replacement, Police Department – Mobile Communications, Fire Department – 2008

Ambulance Replacement, Fire Department – Breathing Apparatus Replacement, Fire Department – 1994 Engine 2 – Replacement, Fire Department – 1980 Ladder 1 Replacement (Quint), Fire Department – Mobile Data Terminals, Fire Department – 2008 Ambulance Replacement, Fire Department – Public Safety Sub-Station, Highway Department – Roads, Highway Department – Snow Removal Equipment, Highway Department – Front End Loader, Highway Department – Wood Chipper, Highway Department – 1 Ton Dump/Pickup Truck Replacement, Highway Department – Small Track Excavator, Highway Department – 5 Ton Dump Truck Replacement, Highway Department – 5 Ton Dump Truck Replacement, Searles Historic Committee – Searles School and Chapel Improvements, Recreation – Spruce Pond, and School District – Addition of Capacity at Middle School Level.

VI. Discussion of Finalizing Report

Mr. Gustafson will put the classifications into a spreadsheet and send the spreadsheet to the Board. At the next meeting, the Board will review the classification of the proposals and develop the plan. The members will also need to put together their narratives by October 3.

Adjournment

Motion to adjourn at 8:39 p.m. by Mr. Breton and seconded by Ms. Webber. Vote: 7-0

The next general meeting will be held at 7:30 p.m., on September 26, 2012, in the Community Development Department Meeting Room.

Minutes submitted by: Jennifer Simmons

Approved by: [Type name here]