

CAPITAL IMPROVEMENTS PROGRAM COMMITTEE MINUTES
April 19, 2016

APPROVED:

AGENDA: ELECTION OF OFFICERS
ORGANIZATION FOR THE 2017 CAPITAL IMPROVEMENTS PLAN

ATTEND: Don Milbrand (Chairman), Steve Favorite (Vice-Chairman), John Bianchi,
Bill Cote, David Hill, Joe Lukeman

ABSENT: Dan Paradis (ill)

OTHER: -----

The meeting opened at 7:02p.m. with a quorum.

MINUTES OF SEPT. 15, 2015:

D. Hill made a motion, second by J. Bianchi, to approve the minutes as read. The motion carried.

ELECTION OF OFFICERS:

J. Bianchi made a motion, second by B. Cote, to elect Don Milbrand as Chair and Steve Favorite as Vice Chair. With no other comments, the motion carried.

COMMUNICATIONS: -----

UNFINISHED BUSINESS: -----

NEW BUSINESS:

A discussion was held as to things to address this year. Mr. Hill and Mr. Bianchi stated that there are no new items for Fire. Mr. Hill felt that the Highway Equipment Fund needs to be bumped up. It was thought that a Police cruiser fund should be set up. Mr. Milbrand would like figures from the Select Board for Space Needs this year. Mr. Cote and Mr. Hill have both volunteered to be on the Space Needs committee. Ned Gordon is the Chair of it. Mr. Bianchi felt that money should at least be set aside for this.

Mr. Hill stated that we need to add \$25,000 for a Fire Truck. Mr. Bianchi and Mr. Cote agreed. A discussion was held about how the trucks have changed over the years. Mr. Bianchi felt that we need back-up money so the Departments can take advantage of sales when they come up.

Mr. Milbrand wishes to request numbers from the Departments at this time. He felt that we do not need to meet until August to work on the plan.

-2-
CIP Minutes
4/19/16

OTHER:

Mr. Cote stated that the Budget Committee plans to hold a Saturday meeting again this year. Mr. Hill felt that the Capital Improvements Plan should be presented then, as well. Mr. Milbrand will check to see about this. Mr. Cote also mentioned that he, as Chair of the Budget Committee, wants to set up Budget Committee tours of the various Departments. Mr. Milbrand will check as to when our plan shall go to the Select Board. Mr. Hill mentioned that the Police are looking to have a canine unit.

NEXT MEETING:

Our next CIP meeting will be held Tuesday, August 16, 2016, at 7:00pm.

ADDITIONAL OTHER:

Mr. Milbrand will send out the forms to be updated by the Department Heads. Mr. Hill feels that there should be more on the form such as the recommended use of funding, fund balance, and bare minimum of needs.

Mr. Hill mentioned that the utilities are challenging their taxes. Mr. Milbrand explained that they are going through the abatement process.

A discussion was held as to fund balances. Mr. Favorite felt that more detail on the forms to include the type needed, lights, transfer of equipment, etc. Mr. Milbrand reminded the committee that they only need the dollar value; the rest is not under the committee's purview. A discussion followed about late deliveries of new equipment and outfitting. Mr. Bianchi felt that we need to see the funds better invested. Mr. Hill asked when we float a bond, if we can pay ahead on the principle. Mr. Milbrand answered that it depends on the bank.

With no other business before the committee, J. Lukeman made a motion, second by S. Favorite, to adjourn at 7:40pm.

Respectfully submitted,
Jan Laferriere, recording secretary