

CIP Committee
DRAFT Minutes
Tuesday, October 22, 2013
6:30 pm

Meeting called to order at 6:30 pm in the Fire Station Conference Room

Present: Steve Felton, Susan MacLeod, Jeanette Stewart
Absent with notice: Anne Abear, Mark Scarano

1. Minutes of September 11, 2013: Steve motioned to accept as written; Susan seconded; approved/1 abstention

2. Additional Information still outstanding: DPW: Tim has sent some emails with information, but he is not comfortable filling out the spreadsheet. Steve will follow up with email, phone and/or going to office to set up a meeting to work with Tim. Fire Dept.: Steve Heath continues to work on seeking grants and comparison costs for purchase vs lease. (A warrant article worded for "purchase" does cover leasing). SAU: Need update on status of project 1 for security (in progress with new locking system), and other projects. W&S: Steve will try to set up another meeting that Utility Partners (David Sircle) can attend. The receiving station is still in the budget for an amount that could be reduced. There is concern that expenses are outrunning revenues and what a serious impact to the town there would be if these departments fail financially. Steve will email letters to DPW, SAU and W&S. Steve suggested a warrant article to have a financial analysis of the Town done. Discussion whether grant monies end up in the general fund. When warrant article is worded as a reserve fund, it can only be expended for specified use.

3. Next Steps: Put together a 10-year projected operating budget, using the 10-year history done by Anne with assistance from Patsy. A difficult task, but getting a template spreadsheet set up will then portray the possible future, and as given numbers change, their impact will be reflected throughout the spreadsheet. It also promotes looking at ways to save and find solutions (i.e regionalize) to keep budget on track. Steve would like to have this ready for the next financial forum, likely to be early December. Next would be projected revenues. Jeanette suggested greater outreach for attendance; ask for feedback and questions at the end so when televised, people have an opportunity to participate. Will also contact Mardean Badger to have a Q&A on the website.

4. Other: Jeanette reported that Patsy Tucker and Tony Randall are preparing a 2014 warrant article for \$25,000 for a police vehicle even though the CIP recommendation, based on discussions with Chief Randall, was for 2015. It was recommended that Jeanette confer with Paul Branscombe and the Select Board (who vets all warrants). If there is a good rationale to change the timeline, CIP would reconsider it and readjust the spreadsheet.

4. Next Meeting: Wed., Nov 20, 2013 at 6:30 pm at the Fire Station

7:50 pm: Motion to adjourn by Jeanette; Steve seconded.

Notes by Susan MacLeod