

## **CAPITAL IMPROVEMENT COMMITTEE MINUTES**

**Date: January 27, 2010**

**Time: 5:30 PM**

**Place: Town Hall**

**Attendance: Bruce Coombs, Bill Kaleta, Tim Huber and Nancy LaBombard**

**Absent: Tom Whiteley**

**Also in attendance: Town Administrator, Diana Schindler**

**Unanimously voted to approve the minutes of November 19, 2009**

### **Discussions:**

**The Committee discussed the 2009 Annual Report. The Town Administrator will send by email the final draft for review.**

**Committee discussed the Fire Pumper/Tanker debt schedule. After a lengthy discussion of interest rates and terms the Committee unanimously agreed to recommend to the BOS and Finance Committee that they approve a 10 year note at 4.4%. Therefore we would be minimizing accrued interest payments.**

**The Committee reviewed a list of vehicles and equipment currently in use, registered or insured by the town. All departments affected will be asked about selling off any or all unused equipment to help offset the cost of new replacements.**

**The Committee reviewed the Capital Improvement Requests for FY11-FY15. The first review was for the Wm. E. Norris School. After discussing their requests it was decided that we would invite the School Committee and/or representatives of the committee to meet with the Capital Improvement Committee over concerns of the some of the items requested.**

**The Committee reviewed requests from the Police Department for FY11-FY13. Some items submitted were under the \$5,000 minimum requirement for capital improvements. Those items will be referred back to the department for inclusion with their annual budget requests.**

**The Committee will plan to meet with the Board of Selectmen and Finance Committee to discuss Capital Plan Funding within the next 6 weeks.**

**The next scheduled meeting of the Capital Improvement Committee will be on February 25, 2010 at 5:30 PM in the Town Hall.**

**Meeting dissolved at: 6:55 PM**

**Nancy J. LaBombard, Clerk**