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CAPITAL IMPROVEMENT PLANNING COMMITTEE

SEPTEMBER 22, 2016

Present: Janet Adachi; Steve Noone; Jon Churchill; Glenn Brand; Steve Ledoux

Absent;

Kristina Rychlik; Charles Olmstead

Also present: Stephen Barrett, ex officio; Brian McMullen, Assistant Finance Director

The meeting was called to order @ 7:05 in Room Nine of Town Hall. As this was the first meeting of the Committee, the need for officers was discussed. Janet Adachi and Steve Noone volunteered to Co Chair the Committee. Steve Ledoux will take minutes.

Steve Ledoux reviewed the charge of the Committee. The goal is to develop a 10 year financial plan for capital projects, including the Regional Schools. Several documents were handed out: Master Facility Study; Space Needs Study; DOR Capital Planning Guide; and an example of a plan done by the City of Quincy.

A-B Superintendent Glenn Brand went over the District's process and some of the challenges facing them. The Schools will be having a forum on November 9th. Steve Ledoux suggested that CIP attend in lieu of November meeting.

The Committee decided to take some site visits to buildings that have identified needs on the Town's Master facilities Study. Since rehabilitation of the three fire stations have been deemed a high priority, the Committee will tour the stations at their next meeting of October 26th.

Meeting adjourned at 8:10 PM

Respectfully Submitted,



Steven L. Ledoux

Town Manager