

CAPITAL IMPROVEMENTS
MEETING MINUTES
FEBRUARY 19, 2009

Meeting called to order at 6:23 pm.

Present: Diane Lanney, CIPC Chair, William "Bill" Murray, CIPC Vice Chair, Kevin Motta, Sue Motta, Greg Cravedi, Caleb Langer, Ex-Officio, Walter Ducharme, member of Facilities Planning Sub-Committee

Correspondence:

- 1) Diane received email from Mr. Cronholm regarding information for March 2, 2009 BOS meeting. She stated that the CIPC would be on the agenda to discuss the property.
- 2) BOS February 23, 2009 meeting - Diane will make sure Elaine has updated the agenda to include the Cronholm property and the Beauvais property.
- 3) PD updated 10-year plan. Unable to open, requested resend. Diane had a conversation with the chief regarding the recent totaling of the newest cruiser and that it is insured for full replaced. He stated that he may want to replace the cruiser with an SUV and replace the 2003 SUV with a cruiser in the FY10 budget. A Short discussion ensued, as either scenario will affect the FY10 plan.

Discussion of the Capital Policies & Procedures. Diane will make copies of CIPC Policies & Procedures for new CIPC members.

10 Gardner Road:

Kristie attended the FD Officers meeting, they, per her request, will put together a "realistic" needs list. Troy Casey, Caleb Langer and Bob Hayes subsequently met with property owner, Dan Beauvais, and property builder, Tony Stokes. They toured the facility again. Mr. Stokes to put together a cost per their FD requests. Bill will contact Bob Hayes for list and will estimate cost also. Mr. Beauvais stated that he would request an additional \$300 monthly to the amount of the current lease at Breezy Hill Corners. It was made clear to Mr. Beauvais that neither the CIPC nor FD has any authority to negotiate, only the BOS.

Facilities Plan:

Updated draft provided by Bill, included an Executive Summary. Review of plan and proceeded to vote to approve the Executive Summary to be presented to the BOS at their 2/23/09 meeting.

Motion: Greg Cravedi Second: Sue Motta

All in favor.

Historical review of prior "facilities" work done by CIPC.

Cronholm Property:

Available State funds received by Westminster, Leominster and others to fund waste water treatment plan, Town water supply, and preservation of land as it holds vernal pools, endangered species, etc.

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*Sue will speak with Town Administrator regarding Town pursuit of a bond rating.

Public Awareness Program (for lack of a better term – to be determined by Kevin for next meeting)

Walter outlined that the strategy should be getting a handle on historical, where are now, and steps of progress/plan and an estimate. Walter will meet with Diane.

Next meeting Tuesday, March 24, 2009 at 6:30 p.m.

Adjourn @ 8:02 pm.

Motion Bill Murray

Second: Sue Motta

All in Favor.

Respectfully Submitted,
Diane Lanney, Chair