

Capital Improvement Committee Minutes

Town of Bellingham – Municipal Center

Monday, August 13, 2007

1. Present: Roland Lavallee, Toni Picariello, Mary Beth Cuomo

2. Absent: Joseph Collamati

3. Meeting called to order: 7:15 p.m.

4. **INTERVIEWS WITH CIC CANDIDATES:**

A. Michael Tobin, 13 Rolling Hills Drive

We received an email from him.

He has been interested in becoming active in Town. He was originally interested in FinCom, but there were no openings. He has 25 years financial expertise, is a CPA and works for Onset Computer Company. He has lived in town for 11 years.

Mr. Tobin became aware of the opening on the CIC through the website, called the Board of Selectmen's office and since interviews were being held that night, told to call Toni Picariello to set up an interview.

B. Evan Davies – 116 Grove Street

We received an application and resume from him.

He plans on being in town for awhile and wants to help with the growth of the Town. At work, he reviews all components of the company and need to balance technology and business needs. He would like to be involved and work with CIC for a long range plan for Town and Taxpayer.

C. Jerald Mayhew – 35 Cross Street

We received an application from him.

He knows what CIC does and he will serve for the best interest of the community. The biggest need for the town is the water system, drainage and roadways. Some things will need to be put on the back-burner, so that the priority needs of the community get done. He could be a good liaison between the CIC and Board of Selectmen. If there is an opening on the Board of Selectmen, he plans on running, but will not run against an incumbent.

5. **DWP/WATER AND SEWER CAPITAL REQUESTS:**

A. Large Dump/Sander/Plow Truck

Donald DiMartino appeared. Amount requested: \$150,000

This is for a 6 wheeler truck. The DPW has about 25 trucks, with 6 of them being 6-wheelers. This will be put out for bid. DPW has 3 mechanics. (See attached)

Roland Lavallee will check with Maine Turnpike on what they use for trucks.

No action was taken on this.

B. Drainage IMP

Amount requested: \$200,000.

Streets to be done are Stone, McKean, Oswego and Beech. He wants to do both water mains and drains or do nothing.

No action was taken on this.

C. Update on Water Main Replacement for Stone Street

Amount requested \$135,000.

This is to replace the Water Mains on Stone Street. This will be done the same time the drainage improvement is done.

No action was taken on this.

6. **CFO – CAPITAL REQUESTS:**

A. Phase V Financial System Upgrade

Marilyn Mathieu appeared. Amount requested: \$75,000.

This phase will connect the Fire Department, Police Departments and Library. Budgeting will be done on the system with the upgraded software. The Town has been using “Admins” software since 1994. Real Estate and personal property will be the next to be upgraded.

Roland Lavallee feels the town should negotiate with the cable company regarding cable connections.

Mary Beth Cuomo/Toni Picariello motion to recommend Phase V Financial System Upgrade at a cost of \$75,000. VOTE: 3/0.

7. **MEET WITH TOWN ADMINISTRATOR AND CFO RE: TOWN WIDE AUDIT.**

Marilyn Mathieu appeared, Denis Fraine could not attend.

This came up because the School Department requested a building audit for all the school buildings and the CIC wanted to know if it is possible to have a town-wide building audit. Roland Lavallee believes that the Town does not know how to build a building. Now towns need a Program Manager because inspection is so critical. It was discussed having a town Facilities Manager. Would this work with the School Department? It could be discussed in the future.

8. **GENERAL BUSINESS**

A. The CIC discussed the candidates that came forward for the vacant position.

There were concerns regarding Mr. Davies, since his wife is a member of the Board of Selectmen.

There were concerns regarding Mr. Mayhew. If there is an opening on the Board of Selectmen other than an incumbent, he will run. Also it was brought up that when Mr. Mayhew was on the Board of Selectmen, the Board of Selectmen did not take the CIC recommendations seriously.

Toni Picariello/Mary Beth Cuomo motion to recommend Michael Tobin as CIC member. VOTE: 3/0.

Toni Picariello will let the Board of Selectmen know the vote.

- B. Accept minutes for July 23, 2007.

This will be done at the next meeting.

- C. Fire Department Capital Requests (Reschedule)
 - a. Ambulance

Toni Picariello will reschedule.

Adjourned: ***Toni Picariello/Mary Beth Cuomo motion to adjourn. VOTE: 3/0.*** 9:25 p.m.

(Accepted 2/11/2008)