

CAPITAL IMPROVEMENT PLANNING COMMITTEE

January 4, 2010

I. TIME AND PLACE OF MEETING

The meeting was called to order on Monday, January 4, 2010 at the East Windsor Housing Authority Community Hall at 6:00 p.m.

II. ATTENDANCE

Denise Menard, Chairman

Mark Simmons

Joseph Pellegrini

Len Norton

Marie DeSousa

John Burnham

Blaine Simpkins

Al Rodrigue

Unable to attend:

Kathleen Pippin (unscheduled)

Treasurer, Cathy Cabral (scheduled)

Worksheets were distributed for the funding discussions which show the ranking of projects to be set by the committee and the CIP plan figures with the projects as requested and showing carry over CIP items from last year

III. PUBLIC PARTICIPATION – No public present

IV. APPROVAL OF SPECIAL MEETING MINUTES

MOTION: To approve the meeting minutes of December 8, 2009, as submitted

Made by Mr. Rodrigue, seconded by Mr. Desousa

Abstained: Len Norton

MEMBERS IN FAVOR. MOTION CARRIED

V. NEW BUSINESS

a. Review, discuss and prioritize Capital Improvement requests

Priority ranking by the CIP committee was discussed. In continuance of what was done last year, each member is asked to give their own personal ranking (1) through (5) – with (5) being the lowest priority. Members will give Ms. Menard their ranking and then Ms. Menard will do a tally and let the committee know the consensus of the board on the priority of the projects presented. So the lowest number gets the top priority. It was explained the CIP presentation ranking is different. This is a ranking by this committee

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to determine a consensus of priority. Ongoing projects within the Capital Improvement Plan are in bold on the documents provided.

At a future meeting the dollar amount the committee is looking for in the Capital Improvement Plan will be discussed, after the consensus of priorities is distributed to all.

b. Set future meeting dates

January 20, 2010 at 5:00 p.m. at Town Hall a quick meeting to discuss the ranking of projects (Ms. Menard asked that rankings be turned in to her by January 15.)

January 26, 2010 at 5:30 p.m. at East Windsor Housing Authority to finalize rankings and to have a (possible) presentation by Webster Bank.

February 3, 2010 at 5:30 p.m. at East Windsor Housing Authority – finalize CIP.

VI. ADJOURNMENT

MOTION: To adjourn at 6:45 p.m.

Made by Mr. Rodriguez, seconded by Mr. Burnham

ALL MEMBERS IN FAVOR. MOTION CARRIED

Respectfully submitted,

Cynthia D. Croxford
Recording Secretary