

## **Capital Planning and Investment Committee**

20 September 2012

### *Present:*

George McKenna (Chair), Debbie Ricci (Vice Chair), Keith Cheveralls, David Kassel, Marie Sobalvarro (Clerk)

Meeting opened at 8:00 a.m.

### *No Public Commentary*

*Moved to accept minutes of August 16, 2012 (4-0-1)*

### *Discussion of forms for Capital FY14 Requests*

- Reviewed form and accompanying letter
- Pressed for additional detail regarding cost savings, e.g., how will cost savings, be measured?
- The CPIC was interested in submitting their rating criteria to respondents
- George will incorporate edits to the form, submit these to Tim Bragan, and Tim will distribute to departments and committees.
- Submissions are due on 10/26/12

### *CPIC Future Meeting Logistics*

Possibly changing the CPIC meeting schedule to Wednesday mornings, with the possibility of migrating to evenings (Thursdays). George will update the calendar, and members should be mindful that meetings will typically occur on Wednesday mornings and Thursday evenings (as needed).

Keith will determine a good date/time for the School Committee to meet with CPIC.

### *Liaison Assignments*

Keith: Schools, HEAC, HCTV,)

George: Public Safety (Police, Fire, Ambulance)

Debbie: Park & Rec, Pond

David: MBC, , Sewer

Marie: Library, DPW

*Meeting adjourned at 9:02 a.m. (5-0)*