

**CAPITAL IMPROVEMENT PLAN COMMITTEE
REGULAR MEETING
June 9, 2005**

The Capital Planning Committee meeting of June 9, 2005 was called to order at 5:30 P. M. in the Northgate Conference Room, 50 Nashua Rd., S#100, Londonderry, NH.

PRESENT: Director of Planning & Economic Development; Andre Garron, AICP; Town Planner, Tim Thompson, AICP; Finance Dir/Assist. Town Manager, Sue Hickey; Planning Board Reps., Rick Brideau; and John Farrell; Budget Committee Member/Chairman, John Silvestro; Budget Committee Member Alternate, Frank Hegarty; School Board Member Ron Campo; School Business Admin. Peter Curro; and Executive Assistant, Margo Lapietro.

MEETING MINUTES: John Farrell made a motion to approve the meeting minutes from April 7 and May 12, 2005. Second by Rick Brideau. Board's vote 4-0-0.

Old Business – Chairman Silvestro reviewed scoring criteria. Tim Thompson summarized the changes:

1. Ask each person to score for their own project. Each CIP member will score each project. The person submitting for the project can come in and present. their project.
2. Under “Rationale for Project” added a checkbox for urgent need
3. Under “Scoring Sheet”, wording changed to read, “Provides capacity needed to serve existing population or future growth”.

Changed forms sent out to Boards/Committees/Departments on May 31. Submissions due on July 22. Ron Campo asked if we had definitions of the point scores, and the time frame for that rating. Discussion ensued. Chairman Silvestro suggested we document everything this year so we can develop guidelines at the end of this year. Tim Thompson stated the groupings have to be considered in the scoring of the projects. Ron Campo asked if we re-rate the projects each year, Tim Thompson responded yes. Based on a document that is changing year-to-year. It was determined the procedure does have a “weighting” factor. Discussion ensued about the use of “emergency or public safety” in the criteria. It was decided that the word “urgent” covered any emergency or public safety item.

New Business - Review of Debt Schedules Chairman Silvestro stated that the debt level of town should be established. Town cannot afford to pay more than 10% a year on debt payments. Every year debt is reduced, operating budget goes up. Peter Curro suggested coming up with a structure based on evaluation. Chairman Silvestro stated long term bonding does not go into the next year until it can fit into the plan, have to have a ceiling. Put money back into debt, talk about it at next meeting scheduled for 8/18/05. Andre questioned using capital reserve funds. John Farrell said roads need attention. Ron Campo said we need a program in place, have to come up with a plan for roads. Discussion ensued about roads and bonding. Sue Hickey explained once a bond is pulled the money has to be spent in a three- year period. Water and sewer usage was also discussed. Ron Campo asked the Staff for a summary of Town and School debts for the next 20 years. Chairman Silvestro wants the total debt in bonding. John

Farrell asked about the capacity for students in each school, Ron Campo will provide that information at the next meeting.

Next meeting is scheduled for 8/11/05 with a time change to 6:00 P.M.

John Farrell made a motion to adjourn at 6:50 P.M., second by Ron Campo. Council's vote 4-0-0.