

**CAPITAL IMPROVEMENT PLAN MEETING**  
**June 11, 2008**

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2 The Capital Planning Committee meeting of June 11, 2008 was called to order at 5:32 P. M. in  
3 the Elwood Conference Room, Second Floor, 268B Mammoth Road, Londonderry, NH 03053.

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5 **PRESENT: CIP COMMITTEE:** Planning Board Reps.: John Farrell, and Rick Brideau;  
6 Budget Committee Member, Tom Freda, Budget Committee Alternate and non-voting Alternate  
7 Don Jorgenson.

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9 Absent: Council Liaison, Brian Farmer; School Board Member, Ron Campo

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11 Staff Present: Town Planner, Tim Thompson, AICP; School Business Administrator Peter Curro;  
12 Assist. Town Manager/Dir. Of Finance and Admin. Sue Hickey; Executive Assist. Margo  
13 Lapietro; Admin. Support Specialist, Carolyn O'Connor, Community Development Intern Nick  
14 Burnham.

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16 **APPROVAL OF MINUTES**

17 First meeting, no prior minutes.

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19 **INTRODUCTIONS, SELECTION OF CHAIR AND VICE CHAIR** – R. Brideau made a  
20 **motion to appoint John Farrell as the Chair. Second Tom Freda. Committees vote 2-0-1.**

21 **Chairman Farrell made a motion to appoint Ron Campo as Vice Chair. Second R.**  
22 **Brideau. Committees vote 3-0-0.**

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24 **REVIEW OF CIP PROCESS & 2009 – 20014 PLAN, PROJECT BUILDOUT**  
25 **PROJECTIONS, MEMO TO DEPARTMENTS/BOARDS/COMMITTEES:** - T. Thompson  
26 stated he had drafted a memo, copies were previously distributed to the members. He would  
27 send it out to all Dept. Heads with a submission date of 7/25/08. He proceeded to summarize the  
28 projects currently scheduled for FY 2010:

29 N/W Fire Station

30 Roadway Rehab

31 Highway Garage Improvements

32 Pettingill Road Upgrade

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34 Presentations are necessary for anything over \$1M. Discussion ensued about whether or not to  
35 do the presentations and prioritizing of projects all in one meeting or split it up. Last year it was  
36 done in one meeting that lasted until close to midnight. T. Freda suggested only letting large (\$1  
37 million +) do a presentation. He also suggested limiting the presentation time. Chairman Farrell  
38 said there was a time limitation last year but nobody adhered to it. He also said the public relies  
39 on the televised meeting to be informed of the projects. Consensus was to require large projects  
40 asking for FY 2010 to present, allow other projects to present if they choose to do so.

1 **NEXT MEETING:** It was decided to have two presentation meetings, 8/18 and 8/21 at 5:30 in  
2 the Moose Hill Council Chambers.

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4 **OTHER BUSINESS:** None.

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6 **ADJOURNMENT:**

7 **R. Brideau made a motion to adjourn at 5:50 PM. Second T. Freda. Committee's vote 3-0-**  
8 **0.**

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**Notes and Tapes by:** Margo Lapietro **Date:** 06/11/08

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**Minutes Typed by:** Margo Lapietro **Date:** 06/17/08

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**Approved:** CIP Committee **Date:** 08/21/08

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