



FINANCIAL PLANNING COMMITTEE

MEETING MINUTES

Thursday, March 20, 2014
 Selectmen's Meeting Room
 7:00 p.m.

Financial Planning Committee

March 20, 2014
 Conference Room B

Present:

Jason Perreault, Chair
 Richard Smith, Vice-Chair
 Heidi Bourque-Gleason
 David DeVries
 Roger Leland

Absent:

Michael Hodge

Also Present:

John Coderre, Town Administrator
 June Hubbard-Ward, Town Finance Director

Meeting convened at 7:00 pm by Chairman Perreault.

Approval of Meeting Minutes

March 13, 2014 regular meeting - Motion to approve (DeVries) was seconded (Leland) and passed 5-0.

Review of FY15 Capital Budget and CIP Recommendations

Mr. Coderre distributed copies of the Proposed Capital Improvement Plan for the FY15 Town Budget document for the Committee's review, and invited comments to be submitted.

Mr. Coderre left the meeting at 7:45 pm to join the Appropriations Committee meeting in progress in the Selectmen's Meeting Room.

The Committee then voted its recommendations for FY15 capital projects.

Project	Motion	Second	Recommend?
Fire: Car One Replacement	Leland	DeVries	YES 5-0-0
Fire: Forestry One Replacement	DeVries	Bourque	YES 5-0-0
Police: Station CCTV	DeVries	Leland	YES 5-0-0
MIS/GIS: Wide-Area Fiber Network & Equip.	DeVries	Bourque	YES 5-0-0
DPW: Dump Truck w/ Spreader & Plow	Smith	DeVries	YES 5-0-0
DPW: Wing Mower	DeVries	Leland	YES 5-0-0

DPW: All-Purpose Tractor	Leland	DeVries	YES 5-0-0
DPW: Church Street Culvert Design	DeVries	Leland	YES 5-0-0
DPW: Otis Street Culvert Design	DeVries	Leland	YES 5-0-0
DPW: Hudson Street Pump Station	DeVries	Leland	YES 5-0-0
DPW: Vacuum/Jetter Combination Trailer	DeVries	Leland	YES 5-0-0
DPW: Water Meter Replacement/Billing	DeVries	Smith	YES 5-0-0
DPW: Edmunds Hill Tank Rehabilitation	DeVries	Bourque	YES 5-0-0
DPW: One-Ton Service Truck w/ Plow	Bourque	DeVries	YES 5-0-0
K-8: Lincoln Street School Renovation	DeVries	Bourque	YES 5-0-0
K-8: Repurposed Bond Proceeds for LSS Reno.	Bourque	Leland	YES 5-0-0
CPA: Cemetery Head/Footstones	DeVries	Smith	YES 5-0-0
CPA: Memorial Field Deck Renovation	Bourque	DeVries	YES 5-0-0
CPA: Basketball Courts Renovation	DeVries	Smith	YES 5-0-0
CPA: Conservation Reserve Fund	Bourque	DeVries	YES 5-0-0
CPA: Debt Service for Green St. Purchase	DeVries	Leland	YES 5-0-0

Discussion points during recommendations:

Although the Committee voted favorable recommendations, members would like clarification about Car One Replacement (2008 vehicle, age and condition of communications equipment), Forestry One Replacement (condition and frequency of use), and Wing Mower (2007 vehicle, condition).

Church Street Culvert, Otis Street Culvert, and Hudson Water Tank are deemed Category #1 as potential safety issues. All other projects are deemed Category #2 maintain existing capital assets.

Next Meeting Date and Committee Meeting Schedule

Next meeting date is March 27.

Any other business to come before the Committee

Mr. Perreault will revise the Committee's report with voted recommendations and suggested minor edits. He will distribute by email for review in advance of the Monday, March 24 Joint Meeting of the Board of Selectmen and Appropriations Committee. The report is essentially considered complete.

Meeting adjourned at 9:07pm.

Respectfully submitted,

Jason Perreault
Chairman

Meeting Materials Used:

1. March 13, 2014 Meeting Minutes
2. Proposed FY15 Capital Improvement Plan
3. Draft Report of the Financial Planning Committee