

Minutes approved
on 10/12/12
Charles Kudish

CAPITAL PLANNING COMMITTEE MEETING MINUTES 09/21/2012

Meeting called to order @ 09:04 A.M. by J. Giberti

Members Present: J. Giberti, C. Klueber, F. Heath, D. Sullivan, B. Kudish & S. Slavin

Guests Present: A. Slavin, D. Walton & M. Leopold

Meeting minutes of 09/07/12 were handed out to committee members. Discussed a change in discussion (first paragraph) that discussed total dollar (\$\$) amount of Capital Item Article. It was agreed, by members to add, after 312,500.00, "after discussion, committee decided to stay with the \$350,000.00 amount, as previously recommended". Motion by F. Heath to accept the minutes, as amended. 2nd. S. Slavin VOTE: 6-0-0 Motion Passed

Committee members discussed Department assignments and went thru the list and made further assignments.

Discussion of status of Sales Tax distribution. A. Slavin explained the process and noted that it would be spring before passage in the House & Senate.

J. Giberti discussed members taking pictures of the various problems with town buildings, he has previously suggested but process not completed. Members discussed whether school buildings were Town buildings, or not. D. Sullivan noted that this was being investigated now. Also discussed when, at Town Meeting, these photos would be shown. It was agreed that these should be shown prior to Article#2, Capital Item request Article. S. Slavin suggested taking a picture of all items being replaced or repaired in this Article. D. Sullivan noted that he would have the photos done for us.

Discussed who had the responsibility of procurements & RFP's for School projects. Also discussed having all RFP's going thru the Town Administrator for Town items and projects.

Discussed the present 5 Year Plan and discussed the ongoing need of Police Dept. for AED/Defib's. C. Klueber to follow up on this item during his Dept. visit.

Discussed town vehicle list and whether all these vehicles were presently being used or still needed. C. Klueber suggested that Committee members ask Dept. Heads during their Department visits.

Committee discussed status of Town vehicle's insurance and the possibility of reviewing vehicle list, coverage and deductible level for possible insurance savings.

Committee reviewed I.T. Department's breakdown of items, to be purchased (25K), if the Capital Request Article is passed by T.M.

Members reviewed the "draft" Article# 2 & 3 and discussed proposed copiers and printers.

Next meeting set for Friday Oct. 12, 2012 @ 09:00

Motion to adjourn @ 11:05 A.M. by S. Slavin. 2nd. by C. Klueber VOTE: 6-0-0 Motion passed.

