

Capital Improvements Program Committee
Regular Meeting Minutes
September 25, 2013

Members & Staff Present: Kathy Barnard, Stacie Jo Pope, Joyce Davis, Bob Tougher, Jim Shildneck, Linda Murray, Pete Chamberlin

Staff Absent: Robert Houseman, David Owen

Kathy Barnard, Chairperson opened the meeting at 8:00 am.

Approval of Minutes:

Corrections: under approval of minutes correct spelling of "Bob"

Motion by Bob Tougher and second by Jim Shildneck to approve the September 18, 2013 minutes as corrected. All voted in favor.

Workshop on CIP Development:

The committee reviewed the draft documents – transmittal letter, CIP project document and spread sheet.

Grammar and editorial changes were made.

Committee agreed to add a place holder for the Libby Museum repairs for year 2016 at \$200,000. Linda will email Dave Owen to have a project request form completed and forwarded to the committee.

Other Business:

The Committee agreed if the documents are edited and come back accurate there will be no need for another meeting. The documents will be presented to the Planning Board at the Oct meeting and then presented to the BOS.

The meeting adjourned at 9:38 am

Respectfully Submitted,

Stacie Jo Pope