

CAPITAL IMPROVEMENTS PROGRAM MEETING
May 29, 2012

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2 The Capital Improvement Program meeting was held at 6:07 P.M. in the Elwood Conference
3 Room, Town Hall, 268B Mammoth Road, and Londonderry.
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5 **PRESENT: Capital Improvement Plan (CIP) Committee Members: Town Council**
6 **Liaison, John Farrell; Planning Board Rep., Mary Soares; School Board Liaison, John**
7 **Laferriere, Budget Committee Members Chris Melcher and Alternate Bill Mee; Planning**
8 **Board Rep. Rick Brideau.**
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10 **Staff Present: Town Planner, Cynthia May, ALSA; School Business Administrator, Peter**
11 **Curro.**
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13 **Absent Staff: Assist. Town Manager/Finance Director, Sue Hickey; Town Council**
14 **Executive Assistant, Margo Lapietro.**
15

16 **APPROVAL OF MEETING MINUTES**
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18 Being the first meeting of 2012, there were no prior minutes to approve.
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20 **INTRODUCTIONS, SELECTION OF CHAIR AND VICE-CHAIR**
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22 **Rick Brideau made a motion to elect John Farrell as Chairman, second Mary Soares.**
23 **Committees vote 6-0-0**
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25 **Peter Curro made a motion to elect John Laferriere as the Vice Chair, second Rick**
26 **Brideau. Committees vote 6-0-0.**
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28 Chairman Farrell explained the process to the new board members Cynthia May, John Laferriere
29 and Bill Mee. He explained there is no money and almost nothing will go to bond from the
30 Council. The process is that this is an organizational meeting; at this meeting we will decide on
31 dates. Those dates are when projects are going to be submitted to the Town Planner. C. May
32 said that date has been established to be 7/20/12. The Chairman explained that in the past if
33 anyone has a new project over \$1M the committee has asked for a presentation the night that we
34 meet to do the approvals and walk through the final piece of the CIP. Anything that is old is at
35 the committee's discretion if they want a presentation or not. P. Curro said he thought we have
36 gone a little too quickly on the CIP. He doesn't want a presentation from every department head
37 from the Town and School. We should dedicate one night to the Town and one night to the
38 School. M. Soares suggested waiting to see what is submitted and schedule them for a certain
39 time that night to make their presentation. Chairman Farrell suggested picking two dates with
40 one being a tentative night. The consensus was to schedule two nights. He said e-mails will be
41 coming from staff; any decisions will come from them. The next meeting is 8/9/12 at 6:00PM in

42 the Moose Hill Council Chambers and the tentative meeting date if needed is 8/30/12 at 6:00PM.
43 Discussion ensued about keeping the Pettengill Road project in the CIP in order to obtain grants.
44 Chairman Farrell explained the purpose of the CIP is as an advisory document to the Planning
45 Board, the final decisions on what goes to the ballot is at the Council and School Board level.
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47 C. May said the draft memo to all departments located in tonight's packet is scheduled to go out
48 tomorrow with a deadline of submitting CIP requests for 7/20/12.
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51 **OTHER BUSINESS**

52 None.

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54 **NEXT MEETINGS**

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56 8/09/12 at 6:00 PM in the Moose Hill Council Chambers
57 8/30/12 at 6:00 PM in the Moose Hill Council Chambers (if needed)
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59 **ADJOURNMENT**

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61 **R. Brideau made a motion to adjourn at 6:20M second, C. Melcher. Committees vote 6-**
62 **0-0.**

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65 **Notes and Tapes by:** Cynthia May **Date: 05/29/12**

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67 **Minutes Typed by:** Margo Lapietro **Date: 05/30/12**

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69 **Approved by:** CIP Committee **Date:**