

Minutes of CIPC Meeting, 2008-Oct-15, 7:30pm, DPW building

Present: Pascal Cleve,  
Jose A. Garcia-Meitin,  
Douglas Kohen,  
Daniel V. Messina,  
Derek O. Oram,  
Catherine L. Strahan,  
Theodore H. Fedynyshyn,  
Absent: Andrea Terkelsen,  
Larry J. Rowe

- 1) Nobody volunteered to take over the chairman position. Pascal Cleve remains chairman.
- 2) The CIPC is concerned that capital expenses are not completely documented by the CIPC. This included:
  1. Year 2-5 of lease purchased assets
  2. Police cruisers. They last more than 1 year as they are passed down to other departments.
  3. Items purchased by the schools
  4. => The CIPC will discuss this with the Finance Committee and the Town Manager
- 3) The CIPC will no longer accept requests for 'various improvements'. Instead the department managers should present specific projects.
- 4) The department managers should not assume that all the projects will be approved by the CIPC. Instead they should present projects that did not make the cut at the town staff meeting and let the CIPC move up a project if money is available.
- 5) The CIPC feels there is not enough time in the 2 week period around Thanksgiving to review unusual projects such as building construction, GIS, RFID.
- 6) The CIPC will schedule a meeting in the May-June time frame to review capital purchases for the year ending July 31 (year N), and also to get a head start on unusual projects to finance in year N+2.
- 7) Next meetings:
  1. Nov 19 and 20 for hearings
  2. Dec 3 for deliberations and votes

Meeting adjourned at 9:00pm