

CIPC Meeting notes October 27, 2010

Meeting started at 7:30PM. Attendees: Doug Kohen, Ted Fednishyn, Jose Garcia-Meiten, Larry Rowe, Pascal Cleve, Matt Tisdale, Maryanne Bilodeau, Maureen Valente
CIPC members not in attendance: Eric Greece, Tom Travers

1. Approval of previous meeting minutes: Matt motioned, Larry second, unanimous approval
2. Discussion of option and cost for paying down leases early. Maryanne presented all data. Discussion about BoS desire for paying down leases – position was that if there is extra capital budget for which there aren't projects, use extra money to pay down leases vs. not using or putting towards operating budget.
3. Discussion of unused funds from previously approved capital budgets.
4. Confirmation of dates for public hearings & deliberations.
 - a. Recommendation to push back hearings to January 5-6 for budget hearings and January 12 for deliberations – unanimous approval.
 - b. Maureen to confirm with Andrea that those dates work
 - c. Potential for additional meetings to vote on Noyes roof project (and other capital exclusion projects) – CIPC doesn't vote to go or no, rather votes its opinion.
5. Discussion on FY10 project completion reports
 - a. General "Building" fund from FY09-FY11 to be used towards senior center roof (in addition to \$58K approved in FY11) – liaisons to investigate
 - b. Traffic light on Route 20—needs \$30K more
 - c. DPW liaisons-find out about street sweeper from 2000
6. Next CIPC meeting – 11/17; in the interim Liaisons to meet with department heads to discuss FY10 completion reports, FY12 capital requests, expected future requests, in person see some of the requests.
7. Discussion on assignments for FY12 capital requests – each item discussed and assigned to one liaison.
 - a. Discussion about wash station being built outside of capital budget, even though seems like capital item
8. Discussion on comparative town analysis
 - a. Town to town comparison using just income, population and road miles could obscure key differences, such as school age children (which could drive up operating costs)
 - b. Also differences in what goes into capital budget – tough to get apples to apples comparison
 - c. Maureen has source for additional, more robust data on comparable towns – CIPC to use as a guide, but take key differences into account.
 - d. Overall conclusion is that despite all of the disclaimers above, Sudbury consistently seems to be lower than comparable towns, year to year.
9. Discussion about Bylaws—Finance director is official "member", town manager can assign staff per her discretion. Look into revising bylaws to enable this.
10. Discussion about how to start getting a longer range 5 year plan, perhaps during the offseason.
11. Discussion about whether Fairbanks center solar powered hot water system, which was funded by grant, should have gone through CIPC process, or at least given the CIPC notice about it. Town manager's perspective is that projects that will go forward with or without the CIPC's vote do not need to go through the process and potentially get slowed down.
 - a. Agreement to look into better ways to communicate "off-budget" capital items – Maureen / Maryanne to investigate
12. Discussion on Noyes project—will need special town meeting to discuss and approve.
13. Request for agenda items for next meeting – team members to email Ted prior to meeting.
14. Motion to adjourn, seconded, unanimous approval.