

CIPC Meeting Minutes for October 19, 2011

Meeting started at 7:30 p.m. CIPC attendees: Ted Fedynyshyn, Pascal Cleve, Matt Tisdale, Tom Travers, Jose Garcia-Meitin and Maryanne Bilodeau.

Not in attendance: Larry Rowe, Eric Greece and Andrea Terkelsen.

1. Approval of prior meeting Minutes
 - a. Motion to approve; seconded; unanimous approval
2. Discussion of Project Completion Report Forms for FY 2011
 - a. Suggestion to change forms to capture multi-year spending on projects by changing “fiscal year” to “project time frame” and adding “spending to date line item for multi-year projects.
 - b. Discussion of FY 2011 reports
3. Discussion of Five Year Plan for Capital Items
 - a. Discussion of conceptual framework, issues and questions
 - b. Acknowledgement of need for support and input from Town Manager, Board of Selectmen and Finance Committee
 - c. Request department heads discuss expectations for next 2 budgetary years during CIPC public hearings
4. Next meeting date: November 30, 2011; Department Liaison Reports Due
5. Motion to adjourn; seconded; unanimous approval