

**TOWN OF SOMERS
BOARD OF FINANCE
CIP WORKSHOP MEETING MINUTES
Tuesday, March 27, 2012
7:00 pm
Town Hall, Lower Level Conference Room**

Call to Order: Mike Parker called meeting to order at 7:00pm.

Members Present: Mike Parker-BOF, Steve Krasinski-BOF, Lisa Pellegrini-BOS and Bill Boutwell-BOE. No other individuals were in attendance.

CIP Workshop:

1. Mike provided copies of the General Description for CIP, that was adopted by the BOF.
2. Objective of the CIP Committee:
 - a. Make a recommendation to BOF on CIP expenditures.
 - b. Make a recommendation to BOF on how to fund CIP
3. The committee would develop a method to track CIP expenditures and provide a process to determine capital needs.
4. BOE and BOS will produce a list of CIP, with justification, need rationale, and ranking for each item. As a start Bill will e-mail CIP justification form so that members can comment. The first order will be to develop an acceptable form.
5. Plan to meet in 30 days with CIP list

Adjournment: Motion to adjourn meeting at 8:30pm was made by Mike Parker, seconded by Lisa Pellegrini. Motion carried and meeting was adjourned.

Respectfully submitted by,

Steve Krasinski

Minutes are not official until accepted at a subsequent meeting.