

CIP COMMITTEE MINUTES FOR JUNE 7, 2012

Date; June 7, 2012

Attendees; Mike Parker , Steve Krasinski, Lisa Pellegrini, Bill Boutwell, Gary Schissel (Fire Chief)

1. Meeting called at 7:04 PM
2. Approved the CIP Request form with the following additions. Item 3 will now read: Purpose / Frequency of Use
3. A discussion was held on the mission of the CIP Committee. Mike will prepare a paper on the purpose of the CIP planning process
4. Planning with the CIP Request form will be done for projects up to 5 year duration. Between 6 to 10 years a spread sheet of projects will be provided by budget year and estimated cost. This plan will give a detail request for 5 years, with a summary to 10 years.
5. CIP PROJECT REQUESTS---Two requests were submitted. Copies are attached
 - A. A request was submitted for 2 pumpers and a tanker at a cost of 1.3 million dollars. Questions were asked cost, need and impact of sequential purchase, in place of single purchase. Costs were estimates from 3 suppliers. Single purchase of two pumpers could save \$20,000 pre unit. A one year delay of second pumper would have minimal impact on fire response and function. Fire dept. is preparing specifications for the pumpers. Gary will also look at capital plans out to 10 years. Currently, Gary is being asked for information from several sources. He requested that his activities be limited to the CIP committee. We did concur No action was taken on the request.
 - B. A request was submitted for a Radio system for Dept. of Public works (DPW) at a cost of \$50,000. Discussion was held on communication interface with other departments, Fire, Police and Emergency Operation Center. This was decided to be an emergency request due to purchasing lead time ,and end of year deadline. Dan Thayer will meet with the committee on June 14 to explain need and answer questions. The plan will be to have this CIP request presented at the June 25, BOF meeting. No action was taken on the request
6. The BOS, and BOE will start preparing requests, for the committees review. These requests will be up to the 5 year duration.
7. Meeting adjourned at 8:30 PM

Submitted by

Steve Krasinski