

CIP COMMITTEE MINUTES

September 11, 2023

Members present: Dave Cedarholm, Katrin Kasper, Brian Cisneros

Others present: Emily Woodall and John Tappan

Absent: Pat Barbour

I. Call meeting to order at 6:02pm.

II. Approve minutes for July 5th motion to approve by Katrin, seconded by Brian. All in favor 3-0

III. Discuss items for FY2024 fiscal year's CIP

Discussion over when 6 year planning begins. Added additional year.

IV. Discuss approach to link the CIP spreadsheet to Town's Financial Planning Tool

Explaining the plan to John so we are all understanding the path forward.

CIP is for the next 6 years and then bigger ticket items for the next 20 years.

ABC is for budgeting for all expenses for the next 10 years ahead. They should use the FPT.

The Select Board should follow the planning tool for finding future expenses to save for.

Discussion around library statutes and responsibilities and it was decided this is a discussion for the Select Board.

Fiscal Year 2024 updates to FPT so we can update CIP. Will ask department heads to adjust.

V. Review department submittals next meeting

VI. Miscellaneous

John has asked that we start to plan for ADA for all buildings. Dave suggests the town hires and ADA consultant. That we add a budget line in the CIP to fund the projects.

More discussion around amount of CIP items.

CIP does not suggest what appropriations to Capitol Reserve Funds should be.

ABC committee to use the FPT. Discussion around who will maintain the FPT annually. Dave suggests best choice is Andy working with finance team. John suggests possibly trustees. Dave suggests a town employee not volunteers.

VII. Adjourn 7:30 pm Dave motions to adjourn, Brian seconds, all in favor.

Next meeting date: September 26th at 7pm