

OFFICIAL
Planning Board CIP Sub-Committee
9/11/2023
6:30 pm

Members

David Copeland (Chair)
Bob Strobel
Hal Kreider
Todd Abernathy
Maggie Kerkhoff
David Brown (absent)
Ginger Dole

Mr. Copeland opened the meeting at 6:33pm, all members are present except Mr. Brown.

The primary purpose of tonight's meeting is to allow any department heads to discuss the committee's recommendations for the requested projects. No department heads attended.

Mr. Kreider suggested showing Cheryl Eastman, Finance Director, the process Mr. Strobel uses to create the plan. Mr. Strobel informed the committee that this is in process.

Discussion then turned to funding options, i.e. bonding for large projects such as the Lagoon and Landfill clean-up. Mr. Strobel reminded the committee that items such as the Lagoon and Landfill clean-up are the exceptions, in that we are required to complete this project immediately, with no previous notice, therefore, no ability to plan for it.

The Ambulance Fund was discussed. Mr. Kreider and Ms. Dole provided an explanation as to how the fund works, such as the percentage of the fund used for Fire equipment versus the percentage available for Rescue equipment. Discussion included trying to forecast the amount of revenue received each year, solely dependent on revenue received from Ambulance fees, and the need to make certain there is sufficient funds available to make annual payments on current equipment already approved at previous town meetings. Mr. Strobel added that any funding from a CRF (Capital Reserve Fund) that is not adequate to complete payments due will have to be paid from the Operating Budget, or an additional Warrant Article.

The minutes for 8/28/23 and 9/7/23 were reviewed.

Motion: Mr. Strobel made the motion to approve the minutes of 8/28/23 as presented. Mr. Kreider seconded the motion. Vote 6-0 – Yes. Motion approved.

Motion: Mr. Kreider made the motion to approve the minutes of 9/7/23 as presented. Mr. Strobel seconded the motion. Vote 6-0 Yes. Motion approved.

Mr. Strobel reviewed the process used to complete the Project Sheet, enter data and how it populates the overall plan. Discussion continued.

Motion: Mr. Strobel made the motion to send the final report to the Planning Board. Mr. Kreider seconded the motion. Vote 6-0 Yes. Motion approved.

The report should be on the next Planning Board agenda for 9/28/23. Mr. Copeland will request the report be the first item on the 9/28/23 agenda.

Mr. Strobel reminded the committee that there is a webinar scheduled for 9/21/23 at noon for “CIP Planning Board” – which will provide further information in developing a CIP Plan.

Motion: Mr. Kreider made the motion to adjourn the meeting at 7:12 pm. Ms. Kerkhoff seconded the motion. Vote 6-0 Yes. Meeting adjourned.

Respectfully submitted,

Ginger Dole
Recording Secretary