

MEREDITH CAPITAL IMPROVEMENTS PROGRAM ADVISORY COMMITTEE MEETING MINUTES

Date of Meeting: May 23, 2007

Members Present: Bill Bayard, Chairman, Planning Board Representative
Miller Lovett, Board of Selectmen Representative
Jack Carty, Inter-Lakes School Board Representative
Lou Kahn, Planning Board Representative
Mark Flanders
Jeanie Forrester
John (Jack) McEwan

Member Absent with Notice:
Justin Van Etten

Staff Present: Carol M. Granfield, Town Manager
Brenda Vittner, Director of Administrative Services

Call to Order: Bill Bayard called the meeting to order at 7:00 pm. Bill Bayard requested Committee members and staff introduce themselves.

Nomination of Officers:

Jack Carty nominated Bill Bayard for Chairman; seconded by Miller Lovett, vote was unanimous.
Bill Bayard nominated Mark Flanders for Vice-Chairman, seconded by Lou Kahn, vote was unanimous.

Committee Discussion:

Brenda Vittner provided a handout for the Committee's review. The handout was an update as to the votes at Town Meeting and District Meeting in March, 2007. (attached). Also provided for review was an updated spreadsheet referencing long-term debt and a spreadsheet updating trust fund information. (Attached) Miller Lovett asked of the amount that the CIP Advisory Committee recommended how much was approved in the 2007 budgets. Brenda Vittner said that she did not have that with her, but will get the update for the Committee. Miller Lovett suggested that there be a joint session between the Board of Selectmen and the Capital Improvement Advisory Committee to enable understanding and support for the capital program. Carol Granfield suggested that a workshop during the summer for the joint meeting would be recommended.

John McEwan made the suggestion to update the Project ID Forms to include future operating cost information when submitting new projects as well as for updates. Mark Flanders agreed with the idea; stating that factors that go into making good decisions depends upon good information. The Committee was in agreement to the change and asked Brenda Vittner to update the forms. The spring meeting scheduled was discussed. Jack Carty requested that the School be changed from 6/27/07 to 6/13/2007. The Committee was in agreement with the change, and approved the schedule. Miller Lovett has urged Select board member, Colette Worsman to attend the CIP meetings and suggested that the Board of Selectmen be added to the e-mail group for information distribution.

Chairman Bayard made a motion to adjourn at 8:10 pm.

Respectfully Submitted,

Brenda L. Vittner, Director of Administrative Services
May 23, 2007
Accepted: May 30, 2007