

Town Of Longmeadow, MA
Capital Planning Committee
Meeting Minutes
October 18, 2005

The capital planning committee met on October 18, 2005 for its second meeting of the Fiscal Year 2007 planning cycle. In attendance were members:

Mr. Steven Gelling

Mr. Mark Gold

Mr. Roger Cloutman

Mr. Roger Wojcik and Mr. Nicholas Katsoulis were not present.

In the first order of business, Mr. Gold reviewed the response from the School Department and the Selectboard to our committee's letter regarding the fall, 2005 capital request. Our inability to support these requests without more detailed background was the source of most concerns. Following our report to the Select Board stating that we had insufficient information to evaluate the proposed school expenditures, the School Department facilities manager clarified the project requirements for five of the six capital (over \$10,000) expenses. Only the "High School Technology Infrastructure upgrade" was not clarified.

With the additional information on the five projects provided by the school department, the Capital planning committee agreed that these proposed expenditures would be supported at the special town meeting. The committee asked the chairman to get more details on the "technology infrastructure upgrade" project.

The school department submitted a list of twenty projects for consideration of funding at the May, 2006 town meeting. A total of \$382,550 in capital was requested for these 20 projects. The committee's review (based on submitted document only) indicated that three items (Priority items 1, 7, and 16) totaling \$63,050 were submitted for funding in the Fall, 2005 town meeting. If this money is approved, the net request from the school department will be \$319,500. The committee commented that the Fall, 2005 requested items were not the top five items of the Spring, 2006 list, but noted that one of the requests for Fall, 2005 items was for maintenance that could be done immediately (while school was in session).

The committee set the Thursday, October 27th meeting as the date for closer review of the school department submissions. School Committee Chairman Jim Nittoli will be invited to attend and review these items. During that meeting it is the committee's intent (among other things) to identify projects that will be subject to site reviews.

The committee next discussed plans to review the non-school department town list of capital items. Town Manager Robin Crosbie indicated that she would have the list to the committee before the end of October. The committee instructed the chairman to contact Ms. Crosbie and invite her to attend the November 8, 2005 meeting to introduce the department items as well as to discuss the process by which the committee will review individual department submissions.

The committee asked that the chair remind department heads to submit completed project reports on last year's approved projects.

The next meeting of the committee will be October 27, 2005 at 7PM in the Police Community room.

Submitted,

Mark Gold
Chairman,
Capital Planning Committee