

Town Of Longmeadow, MA
Capital Planning Committee
Meeting Minutes
November 9, 2006

To: Attendees:

Mr. Mark Gold

Mr. Nicholas Katsoulis

Mr. Ned Steiger

Mr. Suresh Samant – Finance Committee Liaison

And to: Mr. Steven Gelling

Mr. Roger Wojcik

The Capital Planning Committee (CPC) met on November 9, 2006 for its second meeting of the Fiscal Year 2008 planning cycle. The minutes of the October 17th meeting were approved by voice vote.

Prior to this meeting, the committee received a spreadsheet of proposed capital projects from the town manager. Also included in this packet was a listing of the status of projects that were previously funded but were not yet completed. The committee mirrored the concern previously expressed by the Select Board that critical town funds remained “tied up” in capital project accounts. Mr. Gold related a summary of several telephone conversations he had with Ms. Crosby indicating that a new facilities manager had been hired and that he was working to resolve critical school security issues prior to moving onto the town wide capital program.

The committee discussed forward plans for supporting the timely completion of capital projects (as compared to capital expenditures). The committee is considering the following recommendations:

- Include an assessment of completion in the capital request – e.g.: asking if the town has sufficient internal resources to complete the job in the next 12 months. If not, then the cost of the project should be amended to include an external project manager.
- A review of prior capital approvals to recommend adding funds for external project managers to move these items to completion.

The committee renewed its commitment to the approach taken last year when it approved capital funds for the “10 years external renewal of Center School” that included funds to write a facilities plan. We will continue to seek innovative ways of assuring that the Town’s funds are appropriately spent.

Town Manager Crosby will be invited to our next meeting to review status of projects that were approved but have not been executed as well as to review the list of newly submitted capital projects.

The next meeting of the committee will be November 16, 2006 at 7PM in the Police Community room.

Submitted,

Mark Gold

Chairman,

Capital Planning Committee