Capital Improvement Project Meeting
Nov. 8, 2012

Members Present; Mike Parker, Steve Krasinski, Lisa Pellegrini, Kim Marcotte, Bill Boutwell
Others; Three Fire Dept. Representatives

Meeting called at 7:00 PM

1. **Fire Dept. Presentation**
   A. A. The dept.is requesting that the an additional $ 27,781 to procure the two pumpers from 4 Guys instead of KME. The cost of the trucks and extra equipment is currently $1,035, 425. The request as of this meeting is $1,062,206. **See Attachment 1** for rationale for this change of procurement. The change in cost was not agreed to by the committee. The Fire Dept. was asked to negotiate with the new company, to meet our current cost target.

2. **Project Allocation**
   A. Lisa and Bill presented a proposed allocation of the 4.0 million dollars of proposed bonding and the use of CIP funding in FY. 2012/2013 and 2013/2014. It is assumed that available CIP is as follows;

   2012/2103 $434,000
   2013/2014 $ 600,000 less $92,000 committed = $508,000

   In summary the following was proposed;

Bonding total	$3,950,361
2012/2013 CIP	$ 321,321
2013/2014 CIP	$ 315,860

   See Attachment 2 for this proposal.

   Lengthly conversation was held regarding this proposal. It was agreed that $100,000 would be added to roof project to cover design fees. **Bill was tasked to contact design firms to get a better estimate.** Better use justification was asked to support the procurements of the trucks. **Lisa will follow –up on this request.**

3. **Bonding**
   A. Kim distributed the Procedures for bonding. **See Attachment 3.**
   B. A joint meeting of BOS and BOF will be held with the Bonding agent. This is scheduled for Nov. 15, 2012 at 7;00 PM
   C. **Question for Bond Agent, Does bonding require definition for all projects and what detail of definition is required ?**

4. ***Adjournment***
   A. Meeting adjourned at 9:05 PM

Submitted by
Steve Krasinski