

Monday, October 18, 2010, 6:30pm
CIAB Meeting Minutes

Present at the meeting: Stephen Curcuru ("SC"), Jeff Towne ("JT"), Gregg Cademartori ("CG"), Kenny Costa ("KC"), Kersten Lanes ("KL"), Roland Hadley ("RH"), Janet Rice ("JR"), Joel Favazza ("JF"), Donald Fryklund ("DF"), Bill Kyrouz ("BK").

DF: Nominated RH for Chair of the CIAB.

RH: Accepted the nomination

CIAB: Voted unanimously in favor.

JF: Volunteered for Vice Chair of CIAB.

CIAB: Voted unanimously in favor. Lacking any offers for secretary, also appointed JF to keep track of meeting minutes.

KL: Inquired as to what City considered a Capital Expense ("capex") and who is in charge of maintaining / updating this definition.

GC: CIAB should define what they are going to look at and not spend time on projects that do not fit the definition. CIAB should raise capex threshold from \$25k to \$50k or maybe \$100k.

JT: The reason CIAB is reviewing pickup trucks and other operating expenses ("opex") at this meeting is due to special circumstances that are unlikely to be repeated.

DF: Brought up previous city purchases that were made against the recommendation of CIAB members and his concern that the CIAB will once again be asked to labor and complete assigned tasks only to have them ignored.

RH: Concurred with DF.

General discussions about the Talbot Ice Rink took place. JT and KC explained how revenues from the rink have just recently begun being accounted for separately and that a rink enterprise fund has been established in the hopes that the rink can head toward becoming a self-sustaining facility. BK noted that other local rinks have closed in neighboring communities and hopes that will drive up usage of the Talbot Ice Rink.

BK: Should the CIAB prioritize ignoring cost or keep available funds in mind when deciding where to rank proposed capex?

JT: We want a capex stabilization fund—this should be part of CIAB's long term mission.

General discussions about property tax rates, the city's bond-rating, recent refinancing, debt coming offline in 2014-16, and the CIAB making site visits took place. SC explained that the Budget and Finance committee also does site visits. RH brought up the idea of sharing resources with neighboring communities to cut down waste.

KL: The CIAB cannot comment intelligently on the issues of the firetrucks, firestation generators, or DPW vehicles due to a lack of prior notice and time to complete due diligence.

CIAB: Concurred with KL.

JT: Budget year starts in July. The Capital Improvement Plan ("CIP") needs to be ready in February.

CIAB: Agreed on the following course of action: (1) get previous template used by department heads to request capex from GC; (2) draft CIAB policies including revised template,

revised mission statement, revised definition of capex; (3) look at the last CIP put together by most recent active CIAB; (4) setup CIAB calendar and projected timeline; and (5) collect an inventory of the city's past, present, and likely future capex.

Next meeting is scheduled for Monday, November 1, 2010, at 6:30pm.