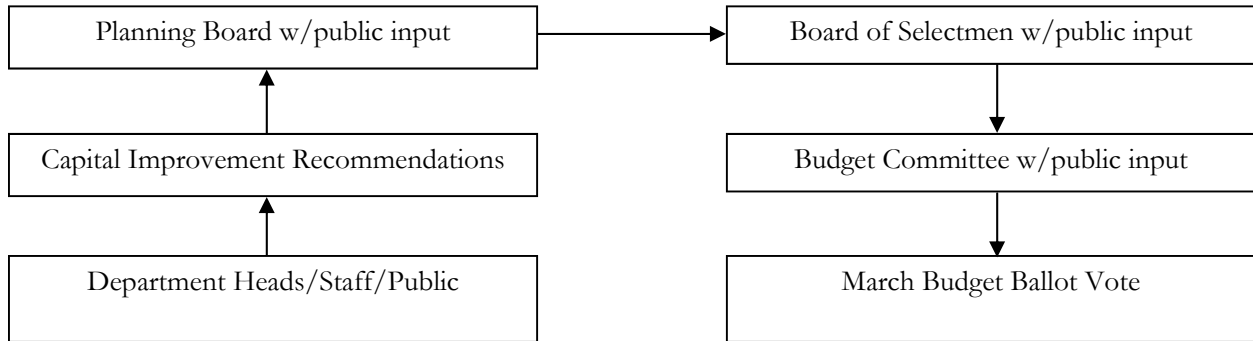


CIP COMMITTEE
Meetings

PURPOSE AND GOALS



1st meeting:

1. Report on Historical Financial Analysis updated w/ Final Audit numbers and action by Town Meeting.
2. Report on Planning issues related to Master Plan, Growth, Housing, Impact Fees, etc.
3. Review standards for projects to be included in the CIP:
 - A. having a minimum annual/total cost of \$25,000;
 - B. a useful life of at least one year;
 - C. includes projects to be bonded, regardless of amount;
 - D. includes capital reserve/trust fund requests, regardless of amount;
 - E. includes large recurring projects such as IT, property assessments, etc.
4. Review current annual CIP spending level goal (projects affecting the tax rate)
5. Review CIP requests for upcoming year.
6. Confirm date/attendance at next meeting to accept public comment on proposed CIP projects & scheduling, recommendations for additional projects and project prioritization, and to meet with Department Heads regarding their proposals.

2nd meeting:

1. Question/Receive input from Public & Department Heads.
2. Draft recommendation:
 - A. Classify Requests as:
 1. Projects with known costs that do directly impact tax rate.
 2. Projects with known costs that do not directly impact tax rate.
 3. Projects:
 - a. with unknown costs; or
 - b. that otherwise may be preliminary or incomplete in nature; or
 - c. that may be recommended for funding beyond the current 6-year schedule
 - B. Schedule Requests.
3. Confirm date/attendance for Public Hearing/ Adoption.

Additional (as necessary):

1. Additional meeting as necessary to complete CIP review and recommendations.

Public Hearing