

Capital Improvement Program (CIP) Committee Meeting (via Zoom)
Town of Temple
Meeting Minutes
October 5, 2020

Attendees: Gail Cromwell (Chair), Gary Scholl, Ivy Bibler, Andy Paul, Tim Fiske

The meeting was called to order at 5:00 p.m.

Gail reminded participants that the meeting was being held electronically pursuant to Executive Order 2020-04, Section 8, Emergency Order #12, Section 3. The Chair read the "Checklist To Ensure Meetings Are Compliant With the Right-to-Know Law During The State of Emergency" and took roll call attendance.

The committee reviewed the draft CIP Questionnaire for department heads. Andy had proposed edits in January intended to convey the importance of planning ahead 10 years to avoid last-minute capital expenditure requests. Committee members proposed a number of edits. The Committee unanimously approved the questionnaire with the agreed-upon edits (motion: Gary; second: Tim). See final Questionnaire accompanying the minutes.

Gail reviewed the schedule of meetings for the CIP Committee:

- October 28 @ 2 p.m. Highway, Cemetery, Conservation Commission (joint meeting with Budget Advisory Committee)
- November 9 @ 5 p.m. Police, Town Government, Buildings
- November 18 @ 6 p.m. Fire Dept., Library, Animal Control, Recreation (joint meeting with Budget Advisory Committee)
- December 7 @ 5 p.m. wrap up all departments

The Town Budget Hearing is scheduled for February 4. Andy will have the CIP Narrative complete for the hearing.

Gail announced that by statute, the CIP Committee must include representation from the Planning Board. Bruce Kullgren of the Planning Board will recommend a representative.

The meeting was adjourned at 5:35 p.m.