

Capital Improvement Plan Committee Minutes - Draft minutes
07/30/2007

Attendees:

Timothy Auclair – Selectmen Representative
Cari Boothby– Conservation Commission representative
Peter Buckingham – Planning Board representative
William Cantwell – Planning Board representative
Grace E. Collette – Member at Large
Gail Ernst – Member at Large
Nick Longo – Budget Committee Representative
Dee Naoum – School Board representative
Christina Vogel – School board representative
Dana Zulager – Member at Large

School Dept Members

Michael Shore - Superintendent
Ronald Brickett – Bus. Adm.
Kevin Lemay - Technology
Todd LeDoux – Bldg & Grnds

Absent:

Bob Carlberg – Selectmen Representative
Sandy Ellis – Budget Committee Representative (Excused)
Chris Rose – Town Manger (hired but has not started)

The meeting was called to order at 7:00 PM by Chairman Timothy Auclair.

Michael Shore, School superintendent, introduced the 3 department heads that contributed to the Raymond School District Capital Improvement Plan.

Ronald Brickett detailed some of the major components of the Textbook and District-Wide Food Service Plans:

- All capital reserve cash listed in this plan are at current bank balances
- Emphasis has been given to the tax payers concerns, so items have been spread over a period of years
- Text books purchased complete a series
- All costs are listed at today's prices and will be updated annually
- There are no items listed with costs for the IHGMS as all equipment is new
- The school is currently compiling asset records
- 2 people are doing grant writing for capital items

Kevin Lemay outlined items in the District-Wide Technology Plan:

- The plan does not include any PC's as their useful life is less than 5 years
- Hard wired projectors are planned for every classroom (about 30 for RHS and 30 for the middle school)
- Discussion ensued regarding the school department's capital policy and whether a \$5000 annual expenditure for servers would meet the guidelines for a capital item or a regular maintenance item

Todd LeDoux presented the District-Wide Maintenance Plan:

- Carpets will be replaced with floor tiles which have a 25 year life
- Elementary school parking will be expanded towards the fire station
- There will also be a new safer elementary school traffic pattern
- 24 security cameras will be installed at the high school and 24 at the middle school
- It was noted that regular equal amounts for air handling motors, floor tiles, and lockers appear to be supplementing the routine maintenance operating budget
- Further detail was requested for:
 - Cost per locker
 - Air conditioning expansion/replacement plan
 - Air handling system plan
 - Carpet replacement plan
 - Percent of capital/operating budget costs for school and town
 - School Capital Asset Policy
 - Grant information

Chairman Auclair stated that the final town plan will be presented on August 27, 2007, and the final school plan will be presented at our last meeting this year, on September 24, 2007. Both meetings will be at 7:00 PM at the media center. An update from all departments will be prepared for us in advance.

Dee Naoum moved to accept the minutes of 5/22/2007, seconded by William Cantwell with 5 yes and 5 abstentions. Motion passed.

Dee Naoum moved to accept the minutes of 6/25/2007, seconded by William Cantwell, with 4 yes and 6 abstentions. Motion passed.

William Cantwell moved to adjourn the meeting at 8:30 PM, seconded by Dee Naoum – vote was unanimous.

Grace Collette

Grace Collette ad's

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