

## Capital Improvements Program Committee

Ernest Davis Meeting Room – Thursday, April 3, 2025 – 1:00PM - 4:00PM

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### Agenda

#### Salute to the Flag

- Introduce Mary Phillips on speaker phone
- Review and approval of minutes - March 27, 2025
- Briefly Review CIPC CY2025 Timelines for FY27 Town Warrant
  - Site visits in Early September with BOS /ABC
- Continue Capital Reserve review process
  - Finalize definition of Tier 1 and Tier 2 fund groupings
  - Begin review of specific Capital Reserve Funds with funding alternatives
  - Discuss how Expendable Trust Funds might be funded....may vary by fund
  - Identify added fund closures candidates and where balances should go
    - General Fund / Unassigned Fund Balance, repurpose, or reallocate to other funds
  - Identify what funds might need Town Meeting modification
  - Report to Board of Selectmen...end of April
- Define Specific items to be requested from Departments in late August (Fire, DPW, Library, Bldg. Facilities). For example....
  - Vehicle Milage / hours where appropriate and estimated annual usage
  - 10 year plan...FY27 - FY36 (Expanded from current 6 year plan)
  - Estimated replacement cost...with quotes for near year requests
  - The year item to be replaced was placed in service and purchase cost
  - Options for possible lease where possible
  - Facility upgrades to maintain long term viability
- Requests for all other Expendable Trust Funds...ie: Milfoil, Historical, etc. For example,
  - Fund balance July 1, 2025.....from Trustee report
  - Anticipated Expenditures July 1, 2025 - June 30, 2026....\$'s and items
    - Identify potential fund expenditure timing for Trustees
  - Anticipated Fund Balance June 30, 2026
  - Required Funding FY27 (July 1, 2026 - June 30, 2027)
  - Estimated Funding needs / project descriptions FY28 - FY32 (Total 6 hr plan)
- Discuss possible BOS policy on Reserve Funding and uses
- Public Comment
- Next meeting (if needed) / Adjournment