

## Capital Improvement Committee Minutes

Tuesday September 16, 2019 held Swampscott Town Hall

Members present: Richard Raymond, Kristin Saccoccio, Kelley Begin, Jay Sullivan, David Broadski

Others Present: Ron Mendes, Maryellen Fletcher

Called to order 7:00pm

The meeting was scheduled to have the members present to discuss creating an earlier time table for the Capital Improvement Plan to be completed than following years. Members agreed to meet earlier in the year and more frequently to review and study department requests. The timeline will be further discussed with Town leadership to ensure both Finance and CIC are working on the same strategic timeline and goals.

The committee also discussed with Ron Mendes regarding the U-Mass Collins Center budget and financial plan for capital improvement. The Collins Center's aim is to enable public entities to provide high quality services to the people they serve on a sustainable basis. The Collins Center will work with the town, our financial team, and department leaders to complete a capital needs assessment and develop a capital investment strategy. The Collins Center will help Town Leadership develop a comprehensive, five-year plan that Swampscott can afford. The development of a comprehensive, five-year capital improvement plan (CIP) is one of the most important responsibilities of municipal leaders. It allows for the effective and fiscally-responsible management of capital assets and infrastructure.

No Discussion on public works projects.

No new business discussed.

Meeting adjourned 8:45