

TOWN OF GRANBY

MEMORANDUM

DATE: November 7, 2011

TO: Karen Hazen, Town Clerk

FROM: William F. Smith, Jr., Town Manager

REGARDING: CPPAC Meeting

Chairman Gordon Bischoff has called for a meeting of the Capital Program Priority Advisory Committee (CPPAC). The meeting will be held on **Wednesday November 9, 2011 at 7:00 p.m. The meeting will be held in the Town Hall Meeting Room** at 15 North Granby Road, Granby, CT.

The packet of materials will be ready to pick up at the police station on Tuesday, November 8, 2011 after 8 a.m.

The following agenda pertains:

AGENDA

- Confirm quorum
 - Chairman opening statement (Gordon) (15 min)
- CPPAC Meeting Minutes July 21, 2009
- Review of CPPAC Membership, Mission Statement, Capital Project Improvement Definition, Capital Project Improvement Information Needs, Annual Calendar, Memo of Understanding, and Statement of Commitment
- Current model – up to date (will bring to meeting) (Bill, Barbarajean)
 - Report from BOS on capital requests (30 min)
 - Report from BOE on capital requests (30 min)
 - Model discussion / financial impact / recommendation from Town Mgr (Bill Smith)
 - CPPAC discussion (45 min)
- Motion to accept capital projects as requested, or amended, or to delay pending additional discussion – results to be sent to the BOS
- Adjourn

DISTRIBUTION

CPPAC Members
First Selectman
Board of Finance Chairman
Board of Education Chairman
William F. Smith, Town Manager
Alan Addley, Supt. of Schools

