

Meeting Minutes 1/12/04

In attendance: John Olivieri, Ed Melanson, Tim Walsh, Ellen Friedman

Received enough information from Butch to be able to understand where money is being spent and plans for the future. Master Plans 2001 to 2008 show projections from 2001-2008, actual expenditures from 2001-2003

Needed From Butch: (in writing)

- Roads repaired over past five years
- Updated info on roads needing repair

Have info from Paul – several pages of data showing department projects with costs projects (2004), but no plan beside 2004. **Master plan has not been updated since the early 1990's (1991?)**

Needed From Paul: (in writing)

- Info from old Master Plan that pertains to projections for 2001-2008; has been requested 3 times
- System maintenance line item for budget info Paul gave us and projections (from plan above?)
- Leaks fixed over the past five years
- Leak detection surveys for past five years
- Plans for water line work for next five years, including leaks to be fixed, including pipeline repairs and replacements.
- Projected revenues, current reserves, and annual projects for next five years.

These things are needed for our analysis to determine where there can be savings.

BYLAWS needed; Rob Garrity has graciously offered to help us obtain as copy from a similar town.

Informational sessions should start, but it will start with an information GATHERING session to hear people's concern so we need to gain better focus. Post on Norfolk net, send e-mail or mailing to each board and department in town hall and to do P/R through 3 area newspapers.

These minutes will be e-mailed to selectmen after review, along with 1/5/04 minutes.

Selectmen to approve our plans for info-gathering sessions- mid February before we select a date and contact newspapers.