

# FinCom/CIPC Update

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Town of Plympton Finance and Capital Improvement Planning Committees

October 5, 2011

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## **Update is now for the Finance Committee and Capital Improvement Planning Committees**

Last year the Finance Committee provided periodic updates to departments and committees through its Update newsletter. This year the newsletter will provide updates for both FinCom and the Capital Improvement Planning Committee (CIPC), which by Town Bylaw is composed of the members of the Finance Committee.

## **Capital Planning Explained**

Capital Improvements are defined (in the Bylaws) as: “any acquisition or lease, tangible asset or project that costs at least twenty thousand dollars (\$20,000) and has a useful life greater than five (5) years as determined by the Committee” (Article IV, Section 2.2). The Bylaws further state that “Department Heads and Chairpersons of all Boards, Commissions and Committees of the Town, whether elected or appointed, shall submit to the committee... recommendations and statements of needs and/or proposed plans involving Capital expenditure requirements for the subsequent five years.” CIPC then presents a report to the Board of Selectmen in March.

## **Liaisons**

The Finance Committee and CIPC have appointed members of their committees to act as Liaisons to each department or board in Plympton. Below are those assignments (for both FinCom and CIPC):

Board of Selectmen: Susan Ossoff

Library: Lisa Hart

Police: Dave Pecinovsky

Fire: Dave Pecinovsky

Schools: Lisa Hart

Town Hall: Town Clerk, Treasurer/Collector, Town Accountant: Susan Ossoff

Highway: Max West

Building Departments: Max West

Others: Dog Officer, Council on Aging, Historical Commission, Conservation, Recreation, and others: Mark Russo

If you are not listed here and wish to have a liaison appointed, please contact the Chair of either Committee.

## **Building Department Budget**

It has been brought to the attention of the Finance Committee that the budget voted at Town Meeting for the Building Department lines will be inadequate to cover the expenses associated with two large commercial building projects in Plympton. Updated estimates for these budget

lines are being prepared; once these final estimates are available the Finance Committee will review options for covering the shortfalls expected in the building department budget lines.

### **CIPC Forms**

Boards, Committees and Departments will soon be receiving a number of CIPC forms with explanatory information to help in filling them out. There will be one form for inventory, another form for capital project requests that are not equipment purchases, and a separate form to be used for capital project requests for equipment purchases or rental. These forms will need to be returned to CIPC by December 9 so requests can be prioritized at the CIPC December 12 meeting. Department liaisons will be available to provide assistance. Additionally, any concerns can be discussed with CIPC at the next CIPC meeting (Monday, November 14 following the Finance Committee meeting).

Please feel free to contact FinCom Chair Max West at 781.910.3874 or CIPC Chair Susan Ossoff at 781.585.3407 with any questions or concerns. We can also be contacted by email at [finance@town.plympton.ma.us](mailto:finance@town.plympton.ma.us). or [capital.planning@town.plympton.ma.us](mailto:capital.planning@town.plympton.ma.us)