

Draft Committee Charge for Review on January 2, 2013
Cape Elizabeth Capital Improvements Planning Committee
November 6, 2012 Draft

Committee Created

The Capital Improvement Planning Committee (CIPC) is a four-member committee. The CIPC is comprised of two members of the Town Council and two members of the School Board. The Town Council and School Board shall select their respective committee members. The Town Manager and School Superintendent may serve as an ex-officio member without the right to vote.

Committee Responsibility

The CIPC's charge of duties is as follows: The Capital Improvement Planning Committee shall define and study all proposed capital projects and improvements involving major tangible assets and projects and maintenance expenditures. The Committee shall consider the relative need, impact, timing and cost of these expenditures. The Committee shall prepare a long-term capital planning report, recommending a ten-year capital projects plan, schedule of capital project priorities and annual capital projects forecasting for the next five fiscal years beginning in Fiscal Year 2014, and present the report to the Town Council and School Board for their consideration. The CIPC is an advisory committee, with authority for spending decisions residing solely in the School Board and Town Council.