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Southern Berkshire Regional School District

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DATE: March 5, 2010

PAGES TO FOLLOW: NONE

TO: BOARDS OF SELECTMEN, MEMBER TOWNS

FROM: CHRIS REGAN, BUSINESS ADMINISTRATOR,
413-229-8778 X 303 *Chris*

FAX TO #:	Alford	1-413-528-4581
	Egremont	1-413-528-5465
	Monterey	1-413-528-9452
	New Marlborough	229-6674
	Sheffield	229-7010

As part of the long range planning work that was completed earlier this year, a District goal was established to "Ensure upgrades and preventative maintenance to the district's infrastructure are planned and implemented in a responsible, environmentally sound manner." The following short-term SMART Goal was established for this current school year:

"Convene a 9-member Long Range Capital Planning Committee during Fiscal Year 2010. Membership will be drawn from the following groups: town officials, school committee members, school administrators and the community at large. This committee shall develop a draft 5-year capital improvement plan by June 30, 2010."

I am writing to you to ask for recommendations from you for the name(s) of a town official and/or community member who you feel might be a valuable member of this committee. All recommendations will be considered, and I will try to establish a balance so that each town is represented and that the resulting committee has a good variety of experience that will help us in our task.

I am anticipating that meetings will be held at least twice per month, or possibly every 2 weeks, through the remainder of the school year. Dates and times will be determined once we get a list of interested committee members.

Thank you!

Chris Regan
Business Administrator