

**Minutes**  
**Capital Improvement Committee**  
**October 20, 2008**

Attending: Sue Hruby, Kathy Logue, Dick Mezger, Cindy Mitchell, Ann Nelson, Dianne Powers, Leah Smith, Bruce Stone

The meeting was opened at 4:35 pm.

1. Minutes: The minutes of September 8 were accepted with changes.
2. The meeting was devoted to discussing the format for a warrant article which covers the full Capital Budget rather than having it spread piecemeal across multiple warrant articles. Capital Plans and warrants from various towns were reviewed. The committee decided the following:
  - To have potential warrant articles for Business As Usual, New Major Projects and CPA.
  - To organize by Department and include a description rationale column, source of funds.
  - Sue/Cindy/Kathy will do a mock up using last year's budget. This will be distributed to the committee in advance of the meeting.
3. All members should be working with their Departments to complete next year's capital requests.

The meeting adjourned at 4:55 pm.

Next Meeting: Monday November 17. Reminder: Meetings are now the 3<sup>rd</sup> Monday of the month.

Respectfully submitted,  
Sue Hruby

*Approved November 17, 2008*