

**Minutes**  
**Capital Improvement Committee**  
**July 27, 2009**

Attending: Sue Hruby, Kathy Logue, Dick Mezger, Diane Powers, Leah Smith, Ann Nelson, and Bruce Stone.

The meeting was opened at 4:35 pm.

Minutes: The minutes of May 18, 2009 meeting were accepted with changes. Informal minutes from June 15, 2009 meeting were reviewed (no quorum that meeting).

Facilities Manager: The remainder of the meeting was spent on a discussion and refinement of the draft documents regarding a town-wide facilities manager, both the recommendations and the job description. Kathy has scheduled presentation of these recommendations to the Selectmen for their August 12<sup>th</sup> meeting; it was proposed that we solicit any last minute additions from the Energy Committee and urge them also to send a representative to the August 12<sup>th</sup> meeting.

A monthly meeting will not be held in August.

The meeting adjourned at 5:35 PM.

Respectfully submitted,  
Kathy Logue

*Approved October 19, 2009*