

Minutes
Capital Improvement Committee
October 15, 2018

Attending: Kathy Logue, Cindy Mitchell, Greg Orcutt, Leah Smith, Bruce Stone, Richard Knabel, Michael Colaneri

Absent: Joe Tierney

The meeting opened at 4:30 pm.

The minutes of January 22, 2018 were approved unanimously.

The committee reviewed departmental liaison assignments and the result was:

Police and Fire: Kathy

Tri-Town EMT/ambulance/Mill Pond: Cindy

Schools: Greg

Library and Howes House: Leah

CPC projects: Bruce

Parks and Recreation, Energy and Refuse District: Richard

Highways, Paths, Complete Streets: Michael

The committee then discussed whether it made sense to change its methodology in any way. Kathy reminded the committee that years back, any department with likely capital needs was asked to come and meet with the whole committee, so that questions could be addressed directly.

After some discussion, it was agreed that the Facilities Management group (Committee, Louis deGeofroy, and Jen Rand) and Richie Olsen should be asked to attend the November meeting. It was also likely that we would want to meet with Tritown Ambulance representative(s) and discuss a plan for Howes House at the following meeting, along with any other departments that rise to the level of attending our meeting.

Kathy agreed to send out an email to all departments, letting them know that liaisons will be in touch with them, and reminding them of the criteria/threshold/time range for capital items.

The next two meetings of the committee will be held on November 5th and December 3rd, with a possible meeting also on December 17th if needed.

The meeting was adjourned at 4:55 pm.

Respectfully Submitted,

Kathy Logue

Approved December 3, 2018