



Capital Planning Committee

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TOWN OF WESTMINSTER

To: Town Clerk

From: Capital Planning Committee

RE: Capital Planning Committee meeting minutes for January 26, 2022

Members present: Keith Harding, Jim DeLisle, Steve Rocheleau, and Lisa Rocheleau. Gary McDonald

Ex officio: Stephanie Lahtinen and Melody Smith

Representatives from Parks and Recreation, Historical Commission and WPD

- Keith Harding called the meeting to order at 6:03 PM
- Minutes from December 1 approved by unanimous consent
- Changes in Capital plan reviewed by Chief Ralph LeBlanc
- The Historical Commission discussed the Coop building improvements. Recommendation for more estimates with prevailing wage
- Financial policies discussed and will send to departments for feedback
- Parks and Rec discussed the need for playground and fields
- A motion to adjourn from Lisa Rocheleau and seconded by Steve Rocheleau and approved by unanimous consent at 7:53 PM

Submitted: Gary McDonald

The purpose of the Capital Planning Committee is to study capital (tangible assets and projects) spending requests with a dollar value greater than \$15,000. The committee is charged with preparing annual capital spending recommendations to be submitted to the board of selectmen and advisory board and to be published in the advisory board booklet. The committee is also charged with developing a long-range capital plan of at least five years.