



## Capital Planning Committee

*Accepted 11/13/2019*

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TOWN OF WESTMINSTER

To: Town Clerk

From: Capital Planning Committee

RE: Capital Planning Committee meeting minutes for Oct. 15, 2019

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

Members not present: Gary McDonald

Ex officio members present: Melody Smith

Ex officio members not present: Karen Murphy

Guest: Patrick Haley from DPW

The meeting was called to order at 6:03 PM in the selectmen's chambers at the Westminster Town Hall.

- Jim DeLisle moved to accept minutes of Aug. 20, 2019 meeting, seconded by Lisa Rocheleau and approved by unanimous consent.
- Discussion of proposed changes to the capital plan as presented by Patrick Haley of the DPW. The committee was satisfied with the changes suggested by Mr. Haley and voted unanimously to approve the changes, subject to the approval of the town accountant.
- Discussion of OPEB liability estimates and possible options for funding the liability through trust, stabilization, or other methods.
- Jim DeLisle nominated Keith Harding to be liaison to the public safety building committee, seconded by Lisa Rocheleau and approved by unanimous consent.
- The next meeting date was changed from Nov. 19 to Nov. 13 to accommodate the fall town meeting.

Steve Rocheleau made a motion to adjourn at 7:40 PM, seconded by Lisa Rocheleau and approved by unanimous consent.

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.

Submitted: Keith Harding