



Capital Planning Committee

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TOWN OF WESTMINSTER

To: Town Clerk

From: Capital Planning Committee

RE: Capital Planning Committee meeting minutes for July 15,2020

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

Ex officio members present: Melody Smith, Mark Hawke

Meeting called to order at 6:04 PM in the selectmen's chambers at the Westminster Town Hall.

- Lisa Rocheleau moved to accept minutes of the March 17,2020 meeting, seconded by Jim DeLisle and approved by unanimous consent.
- DPW request a change in replacement of loader from VE4 to VE5. Jim DeLisle made a motion to change and seconded by Lisa Rocheleau. Approved by unanimous consent.
- Melody Smith and Mark Hawke presented debt and revenue projections and committee recommended borrowing up to 75% of our debt policy limit to facilitate the Public Safety building(s) construction. A motion was made by Jim DeLisle to recommend borrowing up to 75% of our debt policy limit and seconded by Lisa Rocheleau and accepted by unanimous consent.
- Melody Smith and Mark Hawke presented pension and OPEB liability figures. The committee discussed the possibility of establishing a pension stabilization fund.
- Next meeting dates were set for August 19, September 23 and October 21.
- Jim DeLisle moved to adjourn the meeting at 7:45 and seconded by Lisa Rocheleau and approved by unanimous consent.

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.