



RECEIVED  
2021 JUL 19 AM 9:04  
TOWN OF WESTMINSTER

To: Town Clerk  
From: Capital Planning Committee  
RE: Capital Planning meeting minutes for June 9, 2021

---

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

Ex officio: Stephanie Lahtinen and Melody Smith

Guests: Adam Bean, Kyle Butterfield and Ralph Leblanc

Keith made a motion, meeting called to order at 6:10PM in the selectmen's chambers at the Westminster Town Hall

- Kyle Butterfield presented the FD capital plan. Adjustments were reviewed and discussed.
- Ralph Leblanc presented PD capital plan. Adjustments were reviewed and discussed.
- A motion to approve the minutes from May 12, 2021 was made by Keith Harding and seconded by Steve Rocheleau and approved by unanimous consent.
- A motion was made to adjourn by Keith Harding @ 8:07 and seconded by Jim DeLisle.

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.