



Capital Planning Committee

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TOWN OF WESTMINSTER

To: Town Clerk

From: Capital Planning Committee

RE: Capital Planning Committee meeting minutes for February 16, 2022

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

Ex officio: Stephanie Lahtinen and Melody Smith

- Keith Harding called the meeting to order at 7:02 PM
- A motion to approve the minutes from January 5 and January 26 was approved by unanimous consent.
- Next meeting scheduled for March 30, 2022
- Financial policies discussed and the departments heads will need to respond by March 4
- A motion to adjourn from Lisa Rocheleau and seconded by Steve Rocheleau and approved by unanimous consent at 7:38PM

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.