



Capital Planning Committee

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TOWN OF WESTMINSTER

To: Town Clerk
From: Capital Planning Committee
RE: Capital Planning Committee meeting minutes for March 10,2021

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

Ex officio: Mark Hawke and Melody Smith

Meeting called to order at 6:03 PM in the selectmen's chambers at the Westminster Town Hall

- Keith and Lisa gave an update on the Public Safety Committee.
. Steve. For special town meeting, May 1st. Approved by unanimous consent.
- Capital Planning recommendations for town meeting (attached). Jim made a motion to support and Steve seconded the motion. Approved by unanimous consent.
- Mark discussed the Financial Policy Manual from the UMASS Collins Center for Public Management. We will discuss at a later meeting. We will review on April 7.
- Jim made a motion to adjourn @ 6:59 and Steve seconded the motion.

A motion to adjourn was made by Jim DeLisle and seconded by Steve Rocheleau. The meeting was adjourned at 7:14

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.