



Capital Planning Committee

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TOWN OF WESTMINSTER

To: Town Clerk
From: Capital Planning Committee
RE: Capital Planning Committee meeting minutes for Aug. 19,2020

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

Ex officio members present: Melody Smith

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 July 15 ,2020 meeting, seconded by Jim DeLisle and approved by unanimous consent.
- Review of the police department 5 year capital plan was postponed until next meeting as one of the police department representatives was not available for this meeting.
- We discussed DPW pick up truck #VE-19 which was determined to be surplus and donated to the town maintenance department by Mark Hawke. The committee wants to be consulted before any future transfers such as this occur so we can consider options for surplus vehicles and prevent fleet creep.
- Potential land purchase adjacent to the Upton Building was discussed briefly but tabled until the next meeting when we can get further information regarding the potential need and use of such property with Mark Hawke.
- Reviewed the new funding graph prepared by Mark Hawke which is based on borrowing 75% of our debt policy capacity to fund a new public safety building(s)
- Reviewed outstanding capital articles which are coming close to sunset and will follow up with the related departments about the articles during future meetings.