

# Capital Improvements Committee Meeting Minutes

## Meeting held via Zoom

September 21, 2022

Roll Call was used for all votes taken due to the remote meeting format.

Attendees: CIC members: Greg Garrison(GG), Ariel Elan (AE), Jason Burbank (JB), Chris Menegoni (CM). Also Steve Ellis (SE), Town Administrator.

The meeting was called to order at 3:02 pm. All votes were taken by roll call due to the remote meeting format.

### 1. Approval of Meeting Minutes

Awaiting completion of 9/14 meeting minutes.

### 2. CIC Appointee/Bylaw Change.

Steve explains how initially the terms are staggered, but after the first expiration they are all reappointed for three year terms. Steve presents his edits.

### 3. Annual Budget Process Policy Review.

Here we focus on procedural matters. Steve explains that the capital plan is not the capital budget. The plan extends over 6 years, then is solidified into a capital budget.

Greg will bring this to the finance committee

We vote to approve the A-1 annual budget process.

JB moves, AE seconds, CM aye, AE aye, GG aye, JB aye.

### 4. Topics not anticipated:

SE Town Administrator updates committee on Town Hall roof and Avenue A streetscape projects. GG notes the town hall roof contractor backed out, so we are going with second bidder. 125k goes to 137k. Nunes completed to Shea alley. Today bids were opened for next phase to Between the Uprights. \$344k budget, came in with alternate at \$329k.

### 5. Next meeting and adjournment.

The next meeting is set for 11/7/2022 at 3pm.

JB moves to adjourn, CM seconds, JB aye, GG aye, AE aye. Meeting adjourns at 4 pm.