

Town of Lunenburg



Capital Planning Committee:
Jamie Toale, Chairman
Dennis Mannone, Jr., Vice-Chairman
John Henshaw, Clerk
Damon McQuaid, Member
Heather Sroka, Member

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Capital Planning Minutes 09/20/16

Meeting Posted: Yes
Location: Bilotta Meeting Room, Town Hall
Present: Jamie Toale, Damon McQuaid, John Henshaw
Absent: Dennis Mannone, Heather Sroka
Also Present: David Marciello, Town Manager, Interim

1. Call to Order: Jamie T. called the Capital Planning Committee to order at 5:10 pm.
2. Public Comment: None
3. Committee Reorganization: Postponed until more members are in attendance.
4. Minutes of the January 16, 2016 meeting—review and revise or approve.
 - The committee decided to postpone reviewing the minutes of this, our previous meeting. Damon M. would have had to recuse himself as he was not on the committee at the time of the meeting.
 - Review of these minutes will be taken up at the next meeting.
5. Scheduling meetings with all Town departments to gather information from each regarding their capital improvement requests for the next fiscal year and beyond.
 - Context:
 - This committee responsibility to the Town is to recommend a list of capital projects in priority order for Town meeting to consider funding in the coming fiscal year.
 - To do so, the Capital Planning Committee considers and evaluates requests from the Town departments.
 - The goal is for the the committee's list of recommended projects come into focus in November-December time frame.
 - ☒ David M. will schedule the meetings between Town departments and this committee.
6. Meeting times: Based on feedback from committee members, moving the meetings to 5:30 on Tuesdays better accommodates committee member schedules.
7. Adjournment: John H. made a motion to adjourn; Damon M. seconded the motion. The Committee approved the motion 3-0. The meeting adjourned at 5:54.

Minutes submitted for review, Monday, October 2, 2016

Respectfully,

John Henshaw

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OCT 05 2016

LUNENBURG TOWN
CLERK OFFICE

Copy: David Marciello,