

Minutes of the East Montpelier Capital Improvement Committee

November 5, 2014

Members Present: Gene Troia (chair), Dave Burley, Casey Northrup, Don Welch

Others Present: None

Call to order: 7:00 pm

Changes to Agenda: None

Public Comment: None

Review of minutes October 8, 2014:

Motion: I move to approve the October 8, 2014 minutes as amended. Made: Don Welch Second: Dave Burley. **Vote on motion:** passed.

Review of Workbook for Capital Budget:

All website spreadsheets to be PDF read only.

The executive summary starts with no balance. There should be a beginning balance from the existing capitol reserve fund. The pending audit of the capitol reserve fund will determine this balance.

Review Draft 4 Capital Improvement Procedures:

The Committee reviewed the fourth draft Capital Improvement Process document. Don will make minor edits to document before posting. Title; change programming to planning. Change capitol improvement program and budget to capitol improvement plan.

Prepare for 12/3 Public Meeting:

- Better to spend time on concept and process rather than number crunching.
- No new money involved. Paving trucks and equipment are already in the budget all we are providing is a plan.
- For presentation only ten year spreadsheet not twenty six.
- Provide a few hard copies of documents for public meeting. Usually not big crowds for PC public meetings.
- Future Needs summary posted to CIC webpage should be referred to on Town website.
- Schedule location (EMESF) first then complete postings

Task List:

- Gene will schedule December 3 meeting location.
- Casey will post announcements to Front Porch Forum one in mid November and one in late November.
- Don will post the summary sheet, workbook, future needs and planning procedures documents to the Town website.

Next Meeting: *The next meeting will be on Wednesday, December 3, 2014.*

Motion to adjourn: Made: Dave Burley. Second: Don Welch. **Vote on motion:** passed. The meeting adjourned at 8:25 pm.

Submitted: Gene Troia

Approved: January 7, 2015