

Capital Outlay Committee Meeting

Finance Commission Room

November 3, 2022, 6:00pm

MINUTES OF MEETING

**Members Present:** Myev Bodenhofer, Kevin Connolly, Vice Chair, Robert Donnelly, Anne Marie Mazzola, Tim McDonough, Thomas McQuaid, Chair, Ernie Paciorkowski

**Ex-Officio Members Present:**

**Absent:** Clayton Cheever, Meg LaMay, Alex Haggerty, Tony Mazzucco, Gerry Miller, Sarah Sullivan

**Guests present:** John Cianciarulo, Michael Rosen

Meeting called to order by Chair, Mr. McQuaid at 6:00pm. The agenda for the meeting was reviewed.

Mr. McQuaid asked for a motion to approve the minutes of the October 11, 2022 meeting. A motion was made and seconded. Minutes were approved by unanimous vote.

The committee was presented with the narrative summary compiled by Town Management for discussion. This document will be distributed to Town Meeting members prior to the November Town meeting. Committee members offered comments and questions which were addressed by the General Manager.

The Committee discussed the formal presentation to the Town Meeting of the Capital Outlay Plan. It is the Committee's wish for the Chair to formally present the plan to Town Meeting along with the General Manager. The presentation should include a status review of the FY22 plan along with the FY23 proposed plan.

Regarding the out-years of the Capital Outlay Plan, Mr. Donnelly suggested the Committee receive information on potential changes to the Capital Improvement Policy that he and Mrs. Haley conducted for the Finance Commission. Chair McQuaid suggested that Mr. Donnelly distribute this information prior to our next meeting which will be post-January 1, 2023.

The Committee discussed the meeting schedule and there was agreement that the Committee would meet next in January 2023 to get an update on the FY23 plan and begin the work needed to review and vet the FY24 and beyond plans. The Committee has received a copy of the Capital Improvement Policy and Capital Outlay bylaw for review.

Mr. Cianciarulo will contact Committee members to find an agreeable date and time for the Committee to meet in January.

Having no more agenda items to discuss, a motion was made and seconded to adjourn the meeting.

Respectfully submitted,

Sarah Sullivan

Clerk, Capital Outlay Committee