

**Capital Planning Committee meeting notes from 28 January 2016**

**The meeting was called to order at 7:10 am by Marshall Jespersen, chair. Larry Guay, Nick Orem and Marshall Jespersen were present thereby constituting a forum.**

**The minutes from the previous meeting were accepted by unanimous vote. 12/11/15**

**The following items were prioritized according to the Form E Capital Rating Sheet:**

- 1. Cruiser replacement, score = 29**
- 2. NES sidewalk and curbing replacement, score = 33**
- 3. Byfield Grange window replacement, score = 28.3**
- 4. Catch basin repairs, score = 29**
- 5. Sander replacement, score = 34**
- 6. Dump truck replacement, score = 37**

**The results of the prioritization will be communicated to the Finance Committee via email as soon as these minutes are approved; in the interest of expediency the committee agreed to review the minutes by email before our next meeting and to accept or amend as necessary to get the information to the Fin Com in a timely manner.**

**The committee discussed whether there should be a budget for the maintenance of catch basins rather than having them come up as a capital expense. That discussion will continue at a future meeting.**

**There was no other business before the committee.**

**There were no citizens' concerns, nor attendees at the meeting.**

**No communications were reported at the meeting.**

**The next meeting is confirmed for the 18<sup>th</sup> of February, Nick Orem will chair, Marshall will be unavailable on that date.**

**There being no other business before the committee a motion to adjourn was seconded and passed at 7:50am.**