



TOWN OF AVON

Capital Planning Committee (Committee)

MINUTES

Date: 04/23/2019 Time: 7:00PM

Location: Town Hall

TOWN OF AVON

2019 JUN -6 P 6:48

TOWN CLERK

Members & Staff Present: Matt Doucet, Star Sims, Kathy McDonald & Carl Walker

Members Not Present: Julie Burns & Greg Karasinski

Guest Present:

The meeting was called to order at: 7:00 PM

Meeting Motions / Actions and Summary of Discussions:

- I. Welcome
- II. Motions: Motion to approve previous meeting minutes from 4/02/19.
- III. Recording Secretary: The plan is for chairman Matt Doucet to follow-up again about obtaining a recording secretary, after the Town Meeting on May 21, 2019.
- IV. Financial Policies: The Town Treasure and Town Accountant business offices has contracted with the Collins Center to collaborate, review financial information and determine next steps related to the Town's financial policies.
- V. Upcoming Town Meeting: The Annual Town meeting has been scheduled for Tuesday May 21, 2019 at 7:30pm. Capital Planning Committee members were encouraged to attend if possible.
- VI. Asset Management: Chairman Matt Doucet had a meeting with Bill Fitzgerald to discuss grants. Mr. Fitzgerald informed Chairman Doucet there are not many grants available for Capital Assets. Mr. Fitzgerald recommended that Chairman Doucet reach out to the Town Administrator Greg Enos. It was recommended that the Capital Planning Committee (CPC) complete one project at a time. Chairman Doucet has made several inquiries to different companies, that would be willing to provide CPC with quotes for reviewing the Town's assets, determine life expectancy of equipment/assets, and the use of equipment/assets.
- VII. Quotes for Asset Management Companies: CPC members were encouraged to research at least two companies that specialize in asset management and report back at the next CPC meeting.

Meeting was adjourned at 8:02PM until the next meeting on Tuesday, June 4th, at 7:00pm.

Respectfully submitted,

Minutes Approved by Committee on:

6/4/2019
(Date)

Signatures:

A handwritten signature in blue ink, appearing to read 'Matt Doucet', with a long horizontal flourish extending to the right.

Matt Doucet, Chairman of CPC