



TOWN OF AVON

Capital Planning Committee (Committee)

MINUTES

Date: 8/14/18 Time: 7:00Pm

Location: Town Hall

TOWN OF AVON

2018 SEP 13 P 1:30

TOWN CLERK

Members & Staff Present: Matt Doucet, Julie Burns, Star Sims, Kathy McDonald, Carl Walker, Greg Karasinski

Members Not Present: NA

The meeting was called to order at: 7:02 PM

Meeting Motions / Actions and Summary of Discussions:

Motion to review previous meeting minutes next week.

Review of Capital Planning reports from surrounding towns to determine a layout for our plan.

Established Capital Planning Committee representative for all departments.

Representatives are as follows...

Carl: School Board, Health Agent, Building Inspector

Greg: Board of Selectman, Treasurer, Town Accountant, Asst. Assessor

Kathy: Library, Council on Aging, DPW

Matt: BOS, Town Administrator, DPW

Star: Police, Fire

Julie: Town Clerk, Park & Rec

Spreadsheet will be created to forward to all departments for the purpose of determining each department's anticipated needs. Return date of mid October.

Matt currently working on member emails

Capital Expense established at \$10,000 per department.

Motion to reach out to Finance Committee and Board of Selectman to discuss stabilization account for the Capital Planning Committee

Motion for up-coming meetings:

Tuesday September 11th, 7PM Town Hall

Tuesday September 25th, 7PM Town Hall

Town Administrator will be invited to September 11th meeting.

Committee reviewed "Capital Planning Committee Mission" and made appropriate changes.

Next Meeting:

Review minutes from 7/31/18 meeting

Follow up on establishing email addresses for committee members

Review the changes made to the committee's "mission" and post if complete

Kathy: develop spreadsheet for departments Capital Planning requests

Meeting was adjourned at __8:27 PM__until the next meeting on Tuesday, September 11th at 7:00pm

Respectfully submitted,

Minutes Approved by Committee on: 9/11/18
(Date)

Signatures:

Signatures:



Julie Burns, Secretary