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# TOWN OF THORNTON

## CIP COMMITTEE

Approved on: 8/6/2019  
CIC Initials: WJD  
Dt Rec'd-Town Clk: 8/6/19  
Town Clerk Initials: djm

### Thornton Capital Improvement Committee Meeting Minutes

Tuesday, June 25, 2019

#### CALL TO ORDER :

Bill DeLeo called the meeting to order at 6:12 PM.

#### ROLL CALL:

The following members were present:

Bill DeLeo    Cindy Schofield    Al Lewis

Absent: Joe Monti

#### APPROVAL OF MINUTES:

**MOTION: "To approve the minutes of May 28, 2018 as amended."**

Motion: Cindy

Second: Al

Discussion: None

Motion Passes: 3-YES 0-NO

#### NEW BUSINESS:

- Department heads have been notified their CIP requests are due back by July 12. Bill will request the Town Administrator to notify him when meetings are set up with department heads to discuss their plans, and that copies be made for each Committee member of each requests approved by the Board of Selectmen (BOS).
- Bill updated the Committee regarding the Transfer Station renovation project. Thornton has the money to cover the additional cost of the renovation, but Campton does not. The Select Boards of both towns will meet to discuss the options. Bill also asked if the Town Administrator could determine if BOS could move funding previously approved for a reserve fund by voters at Town Meeting to another reserve fund to cover a shortfall. The Board did not think they could do so without another Town Meeting. The Town Administrator will check with Revenue Administration at the State.
- The Committee compared the initial CIP spreadsheet prepared by Bill with the one Al prepared using the directions in the CIP Handbook. The numbers were identical on both spreadsheets, so no changes are needed to the directions in the handbook. Changing the format of the spreadsheet was discussed, and it was decided to maintain the existing format.
- Bill updated the Committee about the meeting between the Board of Selectmen and the School Board regarding planned capital projects. The need for expansion and upgrade of the school was discussed, as well as the Town's need to resolve election compliance issues. The Boards agreed to meet again.

- The Committee discussed the potential impact of development in Thornton on the capital improvement plan, and how to integrate such changes into the CIP through best planning practices.
- The next CIP Committee meeting will be July 30 at 6PM.

**ADJOURNMENT:**

The following motion was made at 8:05PM:

**MOTION: "To adjourn"**

Motion: Al

Second: Cindy

Discussion: None

Motion Passes: 3-YES 0-NO