

Town of Williamsburg
Capital Planning Committee
MINUTES
November 17, 2009

Present: William Sayre, Gordon Allen, Bob Buchele, George Mathers, Fred Goodhue
Absent: Pete Mahieu

The meeting was called to order at 7:12 pm.

1. The minutes for 10.20.09 were reviewed. A motion to approve the minutes passed with two abstentions.
2. The Capital Planning and Debt Management Policy was reviewed. A motion to change paragraph 12b. to 2.0% of operating revenues was approved unanimously. A motion to approve the policy as amended passed unanimously.
3. A motion to approve the Specifications and Quotations Policy passed unanimously.
4. Sayre reported that the forms for capital requests went out to the various departments and committees. He will follow up to see if the departments have any problems with the new forms.
5. There was a short discussion concerning a visit by the Capital Planning Committee to visit the site of the Highway garage addition at the next meeting.
6. A motion to adjourn passed unanimously at 8:22 pm.

William Sayre
Chair

Minutes Approved 3.16.10