

Town of Williamsburg
Capital Planning Committee
MINUTES
May 12, 2009

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

The meeting was called to order at 7:07 pm.

The minutes for 4.22.09 were reviewed. A motion to approve the minutes passed.

A letter written to Kit Smith, Chair of the Finance Committee, dated May 12 was reviewed. Gordon offered that the amount that will be on the warrant for a transfer to the Stabilization account will be reduced due to a part of the original proposed amount of \$26,000. This is attributable to Debt Exclusion items that will be expiring.

The Capital Improvement Budget and Program for the annual town meeting was reviewed. Some minor changes were agreed to. A motion to approve the document with changes passed.

It was agreed that the committee will investigate and produce a draft Capital Budget policy for the town this summer. Certain assignments were discussed and agreed on:

Sayre: Northampton and Jeff Ciuffreda
Allen: Terry Williams of the DOR
Mathers: Contract forms from suppliers
Goodhue: Hadley Capital Budget Policy

The need for a town procurement policy was discussed and will be added to the Future Items on the agenda.

The next meeting is scheduled for June 16, 2009, 7:00 pm.

The meeting was adjourned at 8:05 pm.

William Sayre
Chair