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TOWN OF THORNTON
CIP COMMITTEE

Approved on: 7/25/17
CIC Initials: WJL
Dt Rec'd-Town Clk: 8/29/17
Town Clerk Initials: BJR

Thornton Capital Improvement Committee Meeting Minutes

Tuesday, June 27, 2017

CALL TO ORDER :

Bill DeLeo called the meeting to order at 6PM.

ROLL CALL:

The following members were present:

Bill DeLeo Cindy Schofield

Absent - Joe Monti

APPROVAL OF MINUTES:

MOTION: "To approve the minutes of May 30, 2017 as amended."

Motion: Cindy

Second: Bill

Discussion: None

Motion Passes: 2-YES 0-NO

NEW BUSINESS:

- After conversations with the Office of Energy & Planning and Thornton's Town Administrator, it was decided the CIP Committee will hold a public hearing at our regularly scheduled November meeting to discuss the proposed capital improvement plan. Posting of the public hearing announcement will be coordinated with the Town's Administrative Assistant to insure compliance with the law.
- Proposed revisions to the Capital Improvement Program Committee bylaws were approved and signed by the Board of Selectmen.
- An e-mail was sent to department heads advising them that their CIP requests are due by July 14.
- Bill proposed a change to the CIP process requiring department heads to use the CIP form for BOS authorization to retain a vehicle as a backup when replaced by a new one purchased in the CIP plan. A vehicle authorized by the Board of Selectmen as a 'backup' can only be scrapped and may never be replaced using CIP reserve funds. Such a request will not appear in the proposed CIP plan. The new procedure is intended to facilitate tracking of authorized backup vehicles.
- Department heads will meet with the Board of Selectmen on 7/19 beginning at 6PM. Bill will attend the meeting.
- The next meeting will be held on Tuesday, July 25 at 6PM.

ADJOURNMENT:

The following motion was made at 6:45PM:

MOTION: "To adjourn"

Motion: Cindy

Second: Bill

Discussion: None

Motion Passes: 2-YES 0-NO