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**TOWN OF THORNTON**  
**CIP COMMITTEE**

Approved on: 6/27/17  
CIC Initials: WJD  
Dt Rec'd-Town Clk: 6/27/17  
Town Clerk Initials: BR

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**Thornton Capital Improvement Committee Meeting Minutes**

**Tuesday, May 30, 2017**

**CALL TO ORDER :**

Bill DeLeo called the meeting to order at 6:03PM.

**ROLL CALL:**

The following members were present:

Bill DeLeo    Cindy Schofield    Joe Monti

**NEW BUSINESS:**

- The monthly meeting schedule will continue to be on the last Tuesday of each month through November at 6PM at Town Hall. An alternate date for December's meeting will be determined due to conflicts for committee members.
- Revisions to the Capital Improvement Program Committee bylaws were discussed. The Committee members agreed to remove certain references to the Planning Board and update them appropriately.

**MOTION: "To remove references to the Planning Board in Article II, and steps 4 and 5 in Article V, and update those sections as needed in the CIPC bylaws."**

Motion: Joe

Second: Cindy

Discussion: None

Motion Passes: 3-YES, 0-NO

- Bill asked if there were any proposed changes to the Town's CIP process. After discussion, it was decided no changes were needed.
- Bill proposed changes to the CIP process for Thornton Central School based on last year's experience. In August, the chairperson will e-mail the District Superintendent requesting a draft of the School's CIP plan by November 1. This will allow enough time for the Committee to discuss and review the plan prior to the public hearing in December. The final School CIP plan will be submitted to the CIP Committee after adoption by the School Board at their January meeting. All Committee members were in agreement with these changes.
- Bill discussed an e-mail sent to Road Agent John Kubik requesting clarification of the total cost for the F-550 to be purchased in 2017. Bill also requested a list of all Highway Department vehicles and equipment funded through the capital improvement plan.

- The Committee discussed nominations for the chair and secretary positions. Joe Monti proposed Bill DeLeo as chair and Cindy Schofield as secretary. Both Cindy and Bill were willing to continue in those positions.

**MOTION: "To nominate Bill DeLeo as chairman of the CIP Committee."**

Motion: Joe

Second: Cindy

Discussion: None

Motion Passes: 3-YES, 0-NO

**MOTION: "To nominate Cindy Schofield as secretary of the CIP Committee."**

Motion: Joe

Second: Bill

Discussion: None

Motion Passes: 3-YES, 0-NO

**ADJOURNMENT:**

The following motion was made at 7:40PM:

**MOTION: "To adjourn"**

Motion: Cindy

Second: Joe

Discussion: None

Motion Passes: 3-YES 0-NO