

**MINUTES**  
**CAPITAL PLANNING ADVISORY COMMITTEE**  
**July 20, 2020**

Meeting Held Virtually on Zoom Pursuant to Governor Baker’s Executive Order Concerning the Open Meeting Law

Present: David Manugian, Don Koski, Mike O’Rourke, Scott Haggerty (arrived at 5:10 p.m.)  
Also Present: Mark Haddad – Town Manager  
Absent: None

Mr. Haddad called the meeting to order on behalf of the Committee and asked them to organize for the coming year. He called for nominations for Chair. Don Koski nominated David Manugian to be Chair. There were no other nominations. The Committee voted by roll call as follows: Koski - aye; O’Rourke – aye; Manugian – aye.

Mr. Manugian took over Chairing the meeting. He called for nominations for Vice-Chair. Mr. O’Rourke nominated Don Koski to be Vice-Chair. There were no other nominations. The Committee voted by roll call as follows: Koski - aye; O’Rourke – aye; Manugian – aye.

Mr. Manugian called for nominations for Clerk. Mr. Koski nominated Scott Haggerty as Clerk. There were no other nominations. The Committee voted by roll call as follows: Koski - aye; O’Rourke – aye; Manugian – aye.

Mr. Haddad provided the Committee with his recommendations for the 2021 Capital Plan to be considered at the 2020 Fall Town Meeting. His recommendations were as follows:

<b>Pick-Up Truck</b>	<b>\$45,000</b>	<b>Highway</b>
<b>Police Station Siding/Roof Repairs</b>	<b>\$50,000</b>	<b>Town Facilities</b>
<b>Reconstruct Library Parking Lot</b>	<b>\$45,000</b>	<b>Library</b>
<b>Police Cruiser</b>	<b>\$56,570</b>	<b>Police Department</b>

After a brief discussion, the Committee’s consensus was to support these items.

The Committee discussed the various asset reports they were assigned to review with the various departments. The Committee decided to postpone this discussion to a future meeting.

Mr. Haddad stated that we would be advertising the vacancy on the Committee and hoped to have applicants for the Committee to review at their next meeting, tentatively scheduled for September 14<sup>th</sup>.

Minutes were approved for all previous meetings.

Being no other business, the Committee adjourned at 5:25 p.m.

Respectfully submitted,

Scott Haggerty, Clerk