

August 11, 2021 Meeting Minutes  
Veterans Memorial Building  
Room 206

Call to Order: Committee Chair Jonathan Barry called the meeting to order at 6:30 PM. Those present included Mr. Barry, Peter Berube, Jim McCaffrey, Kerri Roche, Mike Guzinski, Carol Johnston and Clerk, Maureen Canesi

Mr. Berube motioned to approve the minutes of March 15, 2021 with removal of wording (had been received). Ms. Roche seconded the motion and it passed unanimously.

Mr. Berube motioned to approve the minutes of March 18, 2021. Ms. Roche seconded the motion and it passed unanimously.

Mr. Berube motioned to approve the minutes of March 30, 2021. Ms. Roche seconded the motion and it passed unanimously.

Mr. Barry discussed the schedule for the upcoming Capital Planning cycle. Mr. Guzinski addressed the Committee and detailed some of the timelines for Town Meeting and Finance Committee and said he would be sending out the requests to departments for Capital items for this fiscal year.

Mr. Barry stated that he would send the committee the most recent version of the Master Excel sheet.

Mr. Barry recommended the following timeline for the Capital Requests as follows:

Requests by September 15

Responses by September 15

First review by October 1

Final recommendations by October 15

Following meetings for the Capital Planning Committee are scheduled as follows:

Monday, Aug. 30

Monday, September 20

Monday, October 4

There was a discussion on the issue from Conservation Commission request under the Commissions charge to preserve 9 properties as open space. The Board conceded that this issue should be through the Select Board.

There was discussion and clarification on the list of Board members and the term expirations.

Capital Planning Committee (Chair) 2022	Barry	Jonathan
Capital Planning Committee (Fin Com Liaison) 2022	Berube	Peter
Capital Planning Committee 2022	Corcoran	John
Capital Planning Committee (ex-officio) 2022	Guzinski	Michael
Capital Planning Committee (Select Board Liaison) 2022	Underhill	Erin
Capital Planning Committee (School Comm Liaison) 2022	Roche	Kerri
Capital Planning Committee (Member At Large) 2023	McCaffrey	James

The meeting was adjourned at 7:22pm. Respectively submitted by Maureen Canesi