



Capital Planning Committee

Capital Plan for FY2022 (July 1, 2021 – June 30, 2022)
5-Year Plan for FY2022 – FY2026

Date: Thursday, January 21, 2021
Time: 5:00pm-7:00pm
Location: Zoom Meeting

Minutes

Attendance: Joseph Barr,
Ida Cody,
Kate Leary,
Kate Loosian,
Phyllis Marshall,
Michael Mason,
Chris Moore (arrived 5:10pm),
Angela Olszewski,
Sandy Pooler,
Jon Wallach,
Julie Wayman, Management Analyst,
Timur Kaya Yontar.

Not in attendance: None.

Meeting Opened: Mr. Yontar called the meeting to order at 5:03pm, and noted that from 1/20/21 through 1/29/21, all of the dates will be numerical palindromes.

Approval of Minutes: The minutes of the meeting of January 7, 2021 were reviewed and approved with the following vote:

Joseph Barr: Yes,
Ida Cody: Yes,
Kate Leary: Yes,
Kate Loosian: Yes (made motion for approval),
Phyllis Marshall: Yes,
Michael Mason: Yes,
Chris Moore: Absent,

Angela Olszewski: Yes,
Sandy Pooler: Yes (seconded motion for approval),
Jon Wallach: Yes,
Timur Kaya Yontar: Yes.

Scheduling of Future Reviews: Mr. Yontar briefly reviewed the upcoming schedule of meetings:

- The February 4 meeting will focus on reviewing the draft presentation to the Finance Committee (FinComm).
- Another meeting is proposed on February 25 to further review the draft presentation to FinComm. At that point, we will know more details about the upcoming bond sale and will be able to finalize the numbers based on that sale, before sending the final information to FinComm.
- Two potential dates for the FinComm meeting are being considered: Monday, March 8 or Wednesday, March 10.

Update on Capital Budget Submission to Town Manager: Mr. Yontar indicated that the proposed Capital Budget was given to the Town Manager and the Select Board, but no feedback has yet been received. Mr. Pooler said they are continuing to look at what projects might need to be adjusted or deferred, but won't make any final decisions until after there is more information available about the bond sale. Mr. Pooler also noted that they have heard from the Lieutenant Governor that state aid for FY22 will be higher than they had expected. The official Governor's budget proposal comes out next week, which will help with future financial planning. If state aid is higher than what is assumed in the long-range plan, that will reduce the amount of money that is withdrawn from the override stabilization fund but will not directly increase the overall Town budget.

Review of Capital Requests: Mr. Yontar reviewed the presentation that the Committee made to FinComm for FY21, to remind Committee members of the specific content and the information that was highlighted. The Committee then went through last year's presentation in more detail and determined what changes would be made to the presentation and who would be responsible for making those changes. The decisions on these updates and responsibilities were documented in a draft of the FY22 presentation, which Mr. Yontar sent out to Committee members electronically after the meeting adjourned. Mr. Marshall noted that for FY22, there will not be any need for the rescission article that was included in the FY21 presentation and FinComm vote.

Mr. Yontar indicated that he would like to get a draft of Committee members' slides by Monday, February 1, so that the presentation can be assembled into a single file. Ms. Wayman said that Committee members should work on their specific slides and then send them back to her to stitch together, so it can be reviewed and discussed at the February 4 meeting.

New Business: There were no new business items.

Meeting Adjournment: The meeting adjourned at 6:00pm, based on the following roll call vote:

Joseph Barr: Yes,
Ida Cody: Yes,
Kate Leary: Yes,
Kate Loosian: Yes,
Phyllis Marshall: Yes,
Michael Mason: Yes,
Chris Moore: Yes (made motion to adjourn),
Angela Olszewski: Yes,
Sandy Pooler: Yes,
Jon Wallach: Yes (seconded motion to adjourn),
Timur Kaya Yontar: Yes.