

Capital Advisory Committee
Special Meeting Minutes
May 22, 2014

The meeting of the Capital Advisory Committee was called to order at 7:34 pm by Chair Brad Wolfe. Present were Committee members Mary Ellen Brown, Tim Butler, Dave Holl, Rick Granger, and Jim Velleman. Also present were First Selectman Jim Hayden, Board of Finance Chair Dave Kilbon and Vice Chair Mark Porter, Superintendent of Schools Dr. Christine Mahoney and School Business Manager Susan Greco.

Acceptance of Minutes

Mary Ellen Brown moved the minutes of the May 1, 2014 meeting be approved as recorded. Seconded by Tim Butler and approved unanimously.

Subcommittee Status and Draft Reports

All subcommittee reports have been forwarded to Brad Wolfe and incorporated in the draft Committee report.

Review and Discuss Draft Committee Report

Brad Wolfe distributed a draft copy of the Committee report he has compiled from subcommittee submissions. Comments included adding information on Allgrove and Seymour schools, updating the Middle/High School section to note that the Asnuntuck equipment has been installed, including the RCC/Transfer Station in the DPW section, and adding the Greenway trail to the roads matrix. Brad Wolfe will circulate an updated draft for members' review by next week.

Finalize Committee Report

Committee members will review the updated report draft and provide any comments to Brad Wolfe. Once all comments and editorial suggestions have been included as appropriate, he will complete the report.

Report Distribution and Presentation

Brad Wolfe will provide the finish report to Jim Hayden for copying. Copies will be distributed to members of the boards of Education, Finance and Selectmen in early June. The Committee will make a presentation of the report information to the boards' members on Tuesday, June 24.

Discuss Next Steps

The Committee agreed this will be their last meeting until the presentation on June 24. Dave Kilbon and Jim Hayden thanked the Committee members for their efforts.

Adjourn

Rick Granger moved the meeting be adjourned. Seconded by Jim Velleman and approved unanimously. The meeting was adjourned at 8:45 pm.

Respectfully Submitted,
David K. Kilbon, Acting Committee Clerk