

CAPITAL FACILITIES PLANNING & BUDGETING COMMITTEE

Meeting Minutes

Monday, May 2, 2011, Tracy Hall - Conference Room

**Organizational Meeting**

**Members Present:** Ed Childs, Tom Gray, John Lawe, Evan Pierce, Barry Rotman, Tom Sterling, Bob White

**Members Absent:** Neil Fulton, Bill Flynn

**Secretary (Pro Tem):** Tom Gray

**Others:**

Ed Childs, Acting Chair, called the meeting to order at 6:30 PM.

1. **Background Information:** The Committee was provided with a packet of background information including:

Committee description and charge approved by the Selectboard January 26, 2011  
Capital Budget Plan and Report delivered to the Selectboard November 8, 2006  
Memorandum from Two Rivers Ottauquechee Regional Commission reviewing the 2006 Report, received by Town Manager's Office November 25, 2009  
Status Report on Capital Budget Plan and Report of 2006, December 16, 2010

2. **Introductions:** Members of the Committee introduced themselves.
3. **Selection of Officers:** Childs said the members of the Committee needed to select a Chair, Vice-Chair and Secretary, adding that it was the Selectboard's feeling that neither he, as a member of the Selectboard, nor Pierce, as a member of the Finance Committee, should be Chair. Lawe volunteered to serve as Chair Pro Tem and Gray as Secretary Pro Tem pending further discussion with the absent members of the Committee.
4. **Discussion:** Childs asked if there were additional materials or informational items beyond those discussed in the Committee description and charge that those present felt would be needed in the course of their work, and a discussion ensued.
5. **Future Meeting Dates:** The Committee agreed that meeting weekly initially is desirable, and agreed that meetings will be held at 8 a.m. on Thursdays.
6. **Adjournment:** The meeting adjourned at approximately 7:40 p.m.

Approved by the Committee May 19, 2011.

Tom Gray, Secretary

John Lawe,  
Interim Chair

**Future Meetings:** Thursday, May 12, 2011 at 8 AM  
Thursday, May 19, 2011 at 8 AM