

CAPITAL IMPROVEMENT COMMITTEE

MEETING MINUTES August 24, 2011

MEETING CALLED TO ORDER BY Lauren Walsh @ 16:01PM

ATTENDING: CHAIR- Lauren Walsh, David Bowden, Bev Hart and Larry Ransom, Arthur Foulkes and Pam Nolan.

Minutes from August 10th, 2011 are accepted as presented

ITEM ONE –A presentation was made by DRA updating their activities to date and providing an updated time table as requested at our last meeting. It was made clear that the Committee needs information on who is making the inspections, their escorts and time spent in Town buildings. This is required to assure the best possible support for DRA from the Town. A date was set for the next meeting with DRA- October 12, 2011 at 4pm.

ITEM TWO-A discussion was held regarding use of forms provided each department head for Capital Projects- 1. A Timetable, 2.- An Annual Report and 3.- A Status Report to be used for submittal to the CIC Committee. Some revisions were offered and further consideration will be given at our next meeting.

Next Meeting of the CIC scheduled for September 7th 2011 at 4PM

MEETING ADJOURNED AT 18:02 PM

MINUTES PROVIDED BY- LARRY RANSOM- Clerk