

**Capital Improvements Advisory Committee
Town Manager's Conference Room
Minutes
January 26, 2011**

Committee Members	Present	Absent	Excused
Les Cole Chairman	X		
John Mullin, Vice Chairman	X		
Louis Robitaille		X	
Stuart Temple	X		
Robert Turgeon	X		
Liaison			
David Drake, Council Liaison	X		
Tony Martino, Staff Liaison	X		
Mike Turner, Staff Liaison	X		
Staff & Guest			
Jeff Bridges, Town Manager	X		

Chairman Les Cole called the meeting to order at 6:00 P.M.

- A. **Approval of Minutes of January 19, 2011 Meeting** – Chairman Coles advised the figure shown for Digital Controls at Charles Wright should be \$100,000 not \$600,000. Motion made by Bob Turgeon seconded by John Mullins to approve the minutes as amended. **All members voted in favor.**
- B. **Public Comments** – None
- C. **Old Business** – None
- D. **Final Pass at Must Do-Should Do-Can't Do Priority List** – Chairman Coles advised Jeff Bridges and Dave Drake that the members last week agreed to come in at the \$1,200,000 Budget target per the Mayor request. The Committee understands all departments are being asked to come in with a zero increase. Jeff thanked the Committee for that. He advised if other funds become available he will look to reconvene the Committee to pick other projects to utilize those funds. The Committee then made three passes to the Must Do Should Do Can't Do list and finalized a recommended list of projects with \$1,200,000 budget. Motion made by Bob Turgeon seconded by Stuart Temple to forward this list to the Town Manager and Town Council for consideration. **All members voted in favor.**
- E. **Next Scheduled Meeting** – There is no need for any further meeting unless the Manager comes up with additional funds for the Committee input.
NOTE; Prior to requesting a motion to adjourn Chairman Cole advised the members that this would be Tony Martino's last meeting as he was retiring from the Town the end of the month. Chairman Cole thanked Tony for his hard work over the years and wished him well in retirement.
- F. Adjournment - Motion by Bob Turgeon seconded by Stuart Temple to adjourn. **All members voted in favor.**

Meeting adjourned at 7:03 P.M.

I hereby certify that the above is a true copy of the minutes approved by the Capital Improvement Advisory Committee

Michael J. Turner
Town Engineer
Town Staff Liaison