

The Capital Acquisition Planning and Allocation (CAPA) Committee held a meeting on November 19, 2009 at the Notch Road Municipal Center. In attendance were: First Selectman Robert Morra; Selectman Robert Lessard; Board of Finance member James Roscoe; Board of Education member John Hambrook; and Administrative Officer Joyce Stille.

1. CALL TO ORDER

The meeting began at 6:28 P.M.

2. DISCUSSION ON MEMBER AT LARGE

The members present agreed on having Carl Preuss serve as the member at large. Ms. Stille will contact Mr. Joe Muro to seek the necessary unanimous agreement on Mr. Preuss.

3. DISCUSSION ON CAPITAL ITEMS

The committee discussed what items qualify as capital. Items are to be at least \$10,000 and a minimum 10 year life span. Debt service (not including interest) and road resurfacing qualify.

4. DISCUSSION ON PROCESS AND TIMETABLE

The committee discussed the process laid out in the Charter. Town and school capital reserve proposed lists will be discussed at the next CAPA Committee meeting on December 17, 2009 at 6:00 P.M. at the Notch Road Municipal Center Room 9. The committee has until the end of January to report to the Board of Selectmen.

5. ADJOURNMENT

The meeting ended at 7:20 P.M.

Respectfully submitted,

Joyce M. Stille
Administrative Officer