

**Town of Stow
Capital Planning Committee
Meeting Minutes
January 24, 2013**

7:30 PM: **Call to Order**

- After a duly published notice, the Capital Planning Committee convened in the Warren Room at the Town Building and the meeting was called to order.
- Attendance: Committee members: Ross Perry, Dave Arsenault, Charles Kern, Myie Yvanovich and Steve Jelinek; Associate member: Ed Steinfeld
- The minutes of the October 25, 2012 meeting that were distributed to Committee members via email prior to the meeting were reviewed. A motion to accept the meeting minutes was made by Ross Perry, seconded by Dave Arsenault and unanimously approved.

7:45PM **Committee Organization for FY2013**

- A motion to nominate Steve Jelinek for the position of Chair was made by Ross Perry, seconded by Myie Yvanovich and unanimously approved.
- A motion to nominate Myie Yvanovich for the position of Clerk was made by Dave Arsenault, seconded by Ross Perry and unanimously approved.

8:00 PM **Overview of Capital Outlay Requests Received for FY 2014**

- Steve Jelinek distributed a summary of capital request received to date for FY2014
- The committee reviewed the summary and briefly discussed the Fire Department request for network upgrade funding. The Committee noted the importance of ensuring that any upgrades are carefully vetted and reviewed to ensure the end product is financially efficient and fully addresses the users needs.
- The Committee noted that Capital Planning has not heard from the Pompo Reuse Committee, the Randall Library or Minuteman Tech.
- Steve Jelinek informed the Committee that the Town Clerk does not anticipate a fund request for FY2014. There are funds remaining from the 2013CPC allocation for the document preservation work.

8:30 PM Meetings were scheduled to review capital request. The tentative dates follow:

(meetings will commence at 7:30PM)

February 7 Highway Department/Police Department/Recreation Commission

February 28 Cemetery Department/Building Department/Fire Department

March 14 Planning Board/School District

8:30 PM A motion was made by Ross Perry to adjourn the meeting; Dave Arsenault seconded the motion. The motion was unanimously approved.

Respectfully submitted,

Myie Yvanovich

Attachments: FY 14 Capital Plans Received from Town Departments and Boards

