

Capital Improvement Committee Minutes

September 22, 2015 7:00 P.M.

Present: Kelley Begin, Leah Ryan, Pat Shanahan, Dan Eccles and Joe Markarian

Meeting was called by Mr. Markarian to elect new chair of the Capital Improvement Committee.

- Motion was made by Pat Shanahan to nominate Dan Eccles as Chair of the Committee. Motion was second by Leah Ryan and approved unanimously by the committee
- Committee spoke about better communication with the finance committee
- We discussed how the committee can better manage the process
- Dan will meet with Tom Younger for some guidance
- Will work on the form sent out to each department

The meeting adjourned at 7:30 P.M.