

# Capital Improvements Plan Committee

## Notice of Meeting and Agenda

### DRAFT MINUTES

Friday, June 11, 2021, 8:30 a.m.

Mary Herbert Room, Town Offices

233 Atlantic Avenue

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#### Call to Order, Introductions

Chair Monaghan called the meeting to order at 8:30 A.M. Those in attendance in person were Cynthia Swank, Frank Ferraro; via ZOOM: Cliff Jones, Danielle Strater, Kathy Kilgore and Jonathan Pinette. Absent: Chuck Gallant.

**Motion by Cynthia Swank to nominate Nancy Monaghan as Chair. Seconded by Frank Ferraro. Roll call vote: Jones- aye; Strater- aye; Kilgore – aye; Pinette- aye; Swank- aye; Ferraro- aye and Monaghan – aye. Motion carries 7-0.**

**Motion by Nancy Monaghan to nominate Cynthia Swank as vice chair. Seconded by Kathy Kilgore. Roll call vote: Jones – aye; Strater- aye; Kilgore – aye; Pinette – aye; Swank – aye; Monaghan – aye; Ferraro – aye. Motion carries 7-0.**

Chair Monaghan reviewed the process and procedures of the Capital Improvements Committee and what they are charged with to present to the Select Board.

Chair Monaghan reviewed meeting dates of July 23, July 30, August 6 and asked for a consensus on a meeting of September 16. All members were in agreement.

Chair Monaghan stated that the Governor had lifted the emergency ban and meetings must now be held in public, with a quorum of members in attendance. She further stated ZOOM could be used if a member was out of town, which is the same as prior to the COVID protocols.

**Motion by Cynthia Swank to approve the minutes of September 25, 2020.  
Seconded by Kathy Kilgore. Roll call vote: Jones – aye; Ferraro – abstain;  
Strater – abstain; Pinette – abstain; Swank – aye; Monaghan – aye; Kilgore –  
aye. Motion carries 4-0-3.**

Chair Monaghan adjourned the meeting at 9:05AM.

Respectfully,

Janet Facella

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