

**Board of Finance  
Capital Reserve Committee**

**Meeting Minutes  
Tuesday, December 16, 2014  
Barkhamsted Town Hall**

Attendance: Don Stein, John Doyle, Rich Winn, and Tom Brodnitzki. Also present were Rich Novak, Jeff Linton

Absent: Pam Cole, and Kim Rascati

Meeting called to order at 6:00 PM.

- The committee reviewed the 2014/15 plan and the status of the capital expenditures year-to-date. Rich Winn also presented an approach used by the Fire District for long term capital planning, which assumes a flat, annual capital budget and then accounts for projected capital requirements to show the change in the capital fund year-over-year.
- Actions that were taken are:
  - The committee will do a 15-year plan for presentation to the Board of Finance
  - Rich to evaluate the possibility of refurbishing trucks to extend the life and the replacement cycle
  - Jeff Linton to present the CREC capital report to the committee after the Board of Ed approves the plan
  - Facility plans will be developed for the Town Garage, Town Hall and Senior Center, including a new parking lot for the Center
  - Rich and Don to develop a road plan based on the pavement management study prepared by BETA Engineering.
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- The next meetings will be 1/20/15 at 5:30 PM and 2/17/15, also at 5:30. The January meeting will focus on the initial planning and the February meeting will be to finalize the plan for presentation to the Finance Board.

The meeting was adjourned at 6:40 PM.

Respectfully submitted,

Donald S. Stein  
First Selectman