

# Long-Term Capital Planning Committee

Minutes for Wednesday April 21<sup>st</sup>, 2021 meeting.

## Opening

A meeting of the Long-Term Capital Planning Committee was called to order on April 21st at 08:03 o'clock as a virtual meeting.

**RECEIVED  
TOWN CLERK  
BELMONT, MA**

DATE: February 22, 2022  
TIME: 9:39 AM

## Present

- Jenny Fallon
- Chris Doyle
- Roy Epstein
- Stephen Pinkerton
- Mike Crowley
- Anne Marie Mahoney
- Claus Becker (note taker)
- David Blazon (observer, Director of Facilities)
- Jay Marcotte (non-voting liaison and Director of Public Works)
- Jon Marshall (Assistant Town Administrator)
- Phil Thayer (observer)
- Roger Wrubel (observer)

## Absent

- Melinda Huang
- Floyd Carman

## Approval of minutes

The minutes of the By-Law Sub-Committee meeting of April 13, 2021 were approved Chris Doyle, Jenny Fallon and Anne Marie Mahoney.

## Welcome to new member of long-term capital committee

Roy Epstein, member of the Selectboard, was welcomed to the committee. He replaces Adam Dash.

## Review Draft Description for Proposed Capital Planning Committee

Chris Doyle reported on a review of the capital planning process for eighteen Massachusetts towns. Arlington had well-written policies that can provide template for Belmont. All towns combined short and long-term planning in the same committee. The committee agreed that one committee is the best approach due to practical problems with alignment, scheduling, and communication. There was also agreement to avoid too large a committee.

A discussion followed on the best balance between moderator appointees and designates from committees. Currently there are five of each with the representatives from other areas being Selectboard, Town Treasurer, School Committee, Warrant Committee, and Energy Committee.

There was agreement that town employees should not have voting rights.

## Plan for report to Town Meeting

The committee discussed what should be presented to Town Meeting. Topics included the expansion of planning effort, concentration on managing big projects, the longer planning horizon, transparency to the project selection process, inventory of capital assets and investment requirements, and the annual nature of the capital process.

Jenny Fallon will draft presentation to Town Meeting.

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## Next steps

Review re-draft of Capital Planning Committee description, draft material for Town Meeting presentation and documents from the Policy Sub-Committee.

## Next meeting

Thursday, May 20, 2021 via zoom

## Adjournment

The meeting ended at 09:08 by unanimous agreement.

Claus Becker, note taker