

**LITCHFIELD CAPITAL IMPROVEMENTS COMMITTEE
REGULAR MEETING
TUESDAY, NOVEMBER 15, 2016
LITCHFIELD TOWN OFFICE BUILDING – 7:00 P.M.**

1. Call to Order: Chairman David T. Wilson called the meeting to order at 7:00 p.m.

Present: Leo Paul, James Koser, Edwin Evers, David T. Wilson, Raz Alexe

Absent: Frank Simone, David W. Wilson, Amaechi Obi, Interim Finance Director

2. Approve Minutes

a) Regular 1/13/16: Motion: L. Paul moved to approve the special meeting minutes of January 13, 2016. J. Koser seconded, all voted aye and the motion carried.

3. Election of Officers

a) Chairman: Motion: Leo Paul moved to nominate David T. Wilson as Chairman, and Ed Evers seconded the nomination. **Motion:** Ed Evers moved to close nominations and J. Koser seconded. All voted aye and the motion carried. Upon voting for David T. Wilson for Chairman, all voted aye and the motion carried.

b) Secretary: Motion: D. T. Wilson moved to nominate Leo Paul, Jr. for Secretary, and J. Koser seconded the nomination. **Motion:** Ed Evers moved to close nominations and J. Koser seconded. All voted aye and the motion carried. Upon voting for Leo Paul for Secretary, all voted aye and the motion carried.

4. Set Dept. Request Meeting Schedule: After discussion the group decided to address Fire & EMS Commission, Board of Ed, Park & Rec, Police and Land Use on 11/29/16. They will save Public Works for 12/6/16. They will meet on 12/13/16 for the final analysis. Ed Evers asked for the composite summary sheet from Finance. Mr. Wilson will ask Amaechi for a work sheet for the next meeting.

5. Possible Request Review: deferred to next meeting

6. Review CIC Meeting Schedule: D. T. Wilson said he has a conflict with the December 7th meeting, and will ask if Dec. 6th at the LIS Art Room would be available. That date worked for all in attendance. **Motion:** L. Paul moved to approve the meeting schedule as amended, and J. Koser seconded. All voted aye and the motion carried. Mr. Wilson will have Ann Combs send out the revised schedule.

D. Wilson introduced Fran Carpentier, who is on the Pension Commission, and would like to fill a vacancy as citizen at large on this committee. Mr. Paul advised him to call Ann Combs to begin the process for appointment and he will be appointed by the Board of Selectmen on December 6th. Ann will also make a capital package for him.

7. Adjournment: Motion: L. Paul moved to adjourn at 7:29 p.m. and Ed Evers seconded. All voted aye and the motion carried.

Leo Paul, Jr.
Secretary