

**LITCHFIELD CAPITAL IMPROVEMENTS COMMITTEE  
REGULAR MEETING  
TUESDAY, NOVEMBER 13, 2012  
LITCHFIELD TOWN OFFICE BUILDING – 7:00 P.M.**

**Call to Order:** David T. Wilson called the meeting to order at 7:00 pm.

**Present:** Joann Brogis, Edwin Evers, James Koser, Leo Paul, Jr., Frank Simone, David T. Wilson, David W. Wilson

**Absent:** Jack Healy, Rick Mahoney, Interim Finance Director

Mr. Wilson asked for a moment of silence in memory of member J. Patrick Libert, who passed away recently. He was a member of the Capital Improvements Committee since 2009 and a friendly, cordial person.

**Approve Minutes**

**a) Special January 17, 2012: Motion:** L. Paul, Jr. moved to approve the special meeting minutes of 1/17/12 and J. Koser seconded. All voted aye and the motion carried.

**Election of Officers:** Currently D. T. Wilson, Chair, and L. Paul, Secretary

**Motion:** E. Evers moved to nominate David T. Wilson for Chairman and J. Koser seconded. **Motion:** F. Simone moved to close nominations and J. Brogis seconded. All voted aye to close nominations for Chairman and the motion carried. Upon voting on David T. Wilson for Chairman, all voted aye and the motion carried.

**Motion:** F. Simone moved to nominate Leo Paul, Jr. for Secretary and J. Brogis seconded. **Motion:** L. Paul, Jr. moved to nominate J. Healy as Secretary and the motion failed for lack of a second. **Motion:** F. Simone moved to close nominations and J. Koser seconded. All voted aye to close nominations for Secretary except Mr. Paul, who voted nay, and the motion carried. Upon voting on Leo Paul, Jr. for Secretary, all voted aye and the motion carried.

**Motion:** L. Paul moved to add to the agenda, “New Business – Set Applicant Meeting Schedule”, and F. Simone seconded. Upon voting all voted aye and the motion carried.

**New Business**

**Set Applicant Meeting Schedule:** Public Works, Police and Sandy Beach requests have not been received to date. After discussion on how to evenly group the requests for each meeting, it was decided another regular meeting should be set in case it is needed.

**Motion:** L. Paul moved to add to the Committee’s meeting schedule a Tuesday, January 8, 2013 date to be used for an additional meeting if needed. J. Koser seconded, all voted aye and the motion carried.

The applicant meeting schedule was then set as follows:

November 27, 2012: OWL, Fire & EMS, Board of Education

December 11, 2012: Town Clerk, Sandy Beach, Police, Park and Recreation

December 18, 2012: Public Works, Finalize for Recommendation

January 8, 2013: If needed

Any requests not yet received will be emailed to the Committee. D. Wilson and L. Paul will speak to Rick Mahoney, Interim Finance Director, to have him summarize the requests on a spreadsheet for finalization.

**Adjournment**

**Motion:** F. Simone moved to adjourn at 7:26 p.m. and L. Paul seconded. All voted aye and the motion carried.

David T. Wilson  
Chairman