



OLD VALUES - NEW HORIZONS
COMMUNITY DEVELOPMENT

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Minutes June 30, 2022
Capital Improvement Plan Committee

Rob Gustafson (Chair) - (Citz) present
Shannon Ulery (Vice Chair) (SB) present
Vacant (Citz)
Jennean Mason (PB) – present
Pam McCarthy (PB) - present

Jennifer Simmons (BOS) - Excused
Ross McLeod (BOS Alt) - Present
Cynthia Finn (SB Alt) – present
Mark Kovacs (Citz) - Absent

Staff: Chris Sullivan Assistant Community Development Director

Meeting called to order at 7:02 pm by Rob Gustafson.

Election of Officers held.

Rob Gustafson-Chair, moved: Ross McLeod, Seconded: Shannon Ulery. Passed unanimously (5-0).

Jennean Mason-Vice-Chair, moved: Ross McLeod, Seconded: Shannon Ulery. Passed unanimously (5-0).

Future Citizen member – Secretary, Moved:

The committee decided to postpone voting the Secretary position until a third citizen member has been appointed to the committee.

Review and Approve cover letter, forms and distribution list.

Chairman Gustafson explained the process that will be followed including, project submission, program expenditure amount of \$100,000 or more and presentation dates. Change in cover letter amended to reflect due date of department requests as 4 p.m. August 5, 2022. No change in distribution list and forms reflect years 2023 – 2030 funding requests.

Motion to approve cover letter as amended, forms and distribution list – Moved: Jennean Mason; Seconded: Ross McLeod. Motion passed 6:0

Submissions must be received by 4pm on August 5th, 2022

CIP Committee meeting schedule and the following meeting dates were set:

08-15-22 – Presentations

08-31-22 – Presentations

09-13-22 – Project Ranking (Wednesday at Community Development Dept.)

09-28-22 – Finalize CIP Plan

10-12-22 – Presentation to Planning Board

Motion to adjourn, moved by Ross McLeod, seconded by Jennean Mason – vote 5-0. Meeting adjourned 8:00