

# Ordinance Creating a Capital Improvement Planning Committee

- Section 1. The Board of Selectmen shall establish and appoint a committee to be known as the Capital Improvement Planning Committee, composed of one member of the Board of Selectmen, two members of the Finance Advisory Committee, and two members at-large. The Town Accountant, Town Treasurer and Executive Secretary shall be ex-officio Committee staff members without the right to vote. The Committee shall choose its own officers.
- Section 2. The Committee shall study proposed capital projects and improvements involving major non-recurring tangible assets and projects which: 1) are purchased or undertaken at intervals of not less than five years; 2) have a useful life of at least five years; and 3) cost over \$10,000. All officers, boards and committees, including the Selectmen, shall, by November 1<sup>st</sup> of each year, give to the committee, on forms prepared by it, information concerning all anticipated projects requiring Town Meeting action during the ensuing six years. The Committee shall consider the relative need, impact, timing and cost of these expenditures and the effect each will have on the financial position of the town. No appropriation shall be voted for by the Board of Selectmen on a capital improvement requested by a department, board or commission unless 1.) the proposed capital improvement is considered in the Committee's report, 2.) the Board of Selectmen has certified to the Capital Improvement Plan Committee that a capital improvement emergency or opportunity has occurred which was not reasonably foreseeable, or 3.) the Committee shall first have submitted a report to the Board of Selectmen explaining the omission.
- Section 3. The Committee shall prepare an annual report, no later than December 20<sup>th</sup> of each year, recommending a Capital Improvement Budget for the next fiscal year, and a Capital Improvement Program including recommended capital improvements for the following five fiscal years. The report shall be submitted to the Board of Selectmen for its consideration and approval. The Board shall submit its approved Capital Budget to the Annual Town Meeting for adoption by the town.
- Section 4. Such Capital Improvement Program, after its adoption, shall permit the expenditure on projects included therein of sums from departmental budgets for surveys, architectural or engineering advice, options or appraisals; but no such expenditure shall be incurred on projects which have not been so approved by the town through the appropriation of sums in the current or in prior years, or for preliminary planning for projects to be undertaken more than five years in the future.
- Section 5. The Committee's report and the Selectmen's recommended Capital Budget shall be published, posted on the web, and made available in a manner consistent with the distribution of the Finance Committee report. The Committee shall deposit its original report with the Town Clerk.



NOV 07 2005

# Town of Chilmark, MA

PO Box 119, 401 Middle Road, Chilmark, MA 02535-0119

## Selectmen's Meeting Minutes 11/07/05

Chilmark Board of Selectmen Minutes November 7, 2005

People in attendance: Frank M. Fenner, Jr., J. B. Riggs Parker, Warren Doty, Tim Carroll, Dennis Jason, Alex Preston, Richard Steves

7:30 p.m. meeting called to order by Mr. Fenner

### PUBLIC HEARING on Waterways Rules & Regulations and Capital Improvement Planning

The November 2<sup>nd</sup> draft of the Waterways Rules & Regulations was reviewed page by page. Mr. Preston said he was opposed to raising and then collecting slip rents this close to the Christmas Holiday. Mr. Jason said he was opposed to the limiting of boats on the commercial charred dock to no more than 30 feet. Mr. Parker kept a running track of the changes the Selectmen agreed to.

Public Hearing on the Waterways Rules & Regulations was closed at 8:52 PM.

Mr. Parker moved and Mr. Doty seconded a motion to adopt the November 2<sup>nd</sup> draft of the Waterways Rules & Regulations as amended tonight. SO VOTED: Three Ayes

Mr. Parker moved and Mr. Doty seconded a motion to adopt the Fees & Fines appendix to the Waterways Rules & Regulations as amended tonight. SO VOTED: Three Ayes

No one was present to comment on the Ordinance Creating a Capital Improvement Planning Committee. Mr. Parker moved and Mr. Doty seconded a motion to adopt the Ordinance Creating a Capital Planning Committee. SO VOTED: Three Ayes

### OVERRIDE Public Hearing

The Selectmen chose November 29<sup>th</sup> 2005 for the Public Hearing on the Proposition 2 1/2 Override.

### Heating Fuel Oil

Mr. Doty moved and Mr. Fenner seconded a motion to accept the bid given by R. M. Packer Company, Inc. to Dukess County at \$2.54 a gallon and with a 1% discount for payments made within twenty days. SO VOTED: Three Ayes

### Veteran's Day

Mr. Carroll told the Selectmen that some staff members were asking to work Veteran's Day and take off on the Friday after Thanksgiving. He said that this had been a policy of the Selectmen before the personnel bylaw was amended. Mr. Parker was opposed to allowing staff to work on a day when the office was closed. Mr. Fenner said it was a good idea to allow the staff to take the Friday after Thanksgiving off, but that they could take it as a Personnel or Vacation day. Mr. Carroll asked if it was ok to allow it this year and refer it to the Personnel Board for future years. The Selectmen agreed.

### Town Clerk

Mr. Fenner asked the board to take up the appointment of the Town Clerk. Mr. Doty moved and Mr. Parker seconded a motion to appoint Margaret T. Orlando as Town Clerk through the regular reappointment time in May 2006. SO VOTED: Three Ayes

Meeting adjourned at 9:12 PM

APPROVED November 15, 2005