

*Minutes approved 1-7-16  
Charles Klueber*

**Town of Wareham  
Capital Planning Committee  
54 Marion Road Wareham Ma. 02571  
508-291-3100 – fax 508-291-3116**

**Committee Members:**

Derek Sullivan - Town Administrator  
David Heard - Finance Committee  
Charles Klueber - At Large Member  
Planning Board -  
Sandra Slavin - at large Member  
James Giberti - Chair /At Large Member  
John Foster - Town Treasurer  
Alan Slavin - Selectman Liaison

**Capital Planning Committee Meeting Minutes 12/10/2015**

**Present: J. Giberti, C. Klueber, S. Slavin, D. Heard, J. Foster**

**Absent: T.A. Derek Sullivan**

**Guests: None**

**Meeting called to order @ 09:05 A.M. by J. Giberti**

**Motion to approve minutes of 11/12/15 by D. Heard. 2nd. J. Giberti. VOTE: 5-0-0 Passed. Then motion to approve minutes of 10/22/15 by D. Heard. 2nd. J. Giberti. VOTE: 3-0-2 Passed.**

**Committee discussed the 5yr, Capital Plan that was updated by S. Slavin.**

**J. Foster then provided committee members with a spreadsheet showing the Towns outstanding "Debt" as of 1/1/16. Members discussed and reviewed Towns debt position and possible strategies to attempt to level this debt level, in the future. (\$800,000./yr.) was discussed as a possible debt target.**

**Members then discussed having the T.A. remind all Dept. Heads to provide this committee this years "Capital Request Forms" and documentation for our review and possible placement on the 5 YR. Plan. Also discussed departments "priority items". Will request Dept. Heads to have their "Capital Request Forms" to our committee by Jan. 5th., 2016.**

**Next meeting set for Jan. 7th., 2016 @ 09:00 AM. Motion to adjourn by C. Klueber 2nd. D. Heard. VOTE: 5-0-0 PASSED.**