

**CAPITAL PLANNING MEETING**  
**Friday, October 18, 2024**

A Capital Planning Meeting was convened at 12:40 PM with Curt Robie and Tamarin Laurel-Paine, Selectboard Members, as well as Sean Curran, Town Administrator, Mark W. Doane, Administrative Assistant, Diane Thome, Doreen Black, and Eric Weiss from Pioneer Valley Planning Commission. Ira Bresinsky from PVPC was present on the telephone.

Ira then shared, via a computer link, a Capital Plan spread sheet that has been developed for the Town of Middlefield. Ira went thru the document, explaining how/what each section was about. Ira informed the group that this capital plan is a 5-year plan, that it is a fluid and can change as the Town needs change. There are suggested categories in the plan consisting of: Design which would be used for engineering studies; an Equipment category for Infrastructure type needs; Facilities Category for physical buildings; Maintenance, Roads, and Sidewalks, as well as vehicles. Ira also explained that this is a starting point and the plan is still in a formation stage.

It was also recommended that in the future a Special Town Meeting be held for the Town to approve the formation of a Capital Planning Committee, however, until that occurs an Ad Hoc Capital Planning Committee should be appointed by the Selectboard.

The next meeting with Pioneer Valley Planning Commission is scheduled for November 22, 2024 at 11:00 AM. Prior to this meeting, the PVPC will explain the plan, via Zoom, with the Finance Board on October 29, 2024 at 5:00 PM.

With no further discussion occurring, the Capital Planning Meeting was declared closed at 1:50 PM.

Respectfully Submitted,

Mark W. Doane,  
Administrative Assistant

Curt Robie, Selectboard Member: \_\_\_\_\_

Tamarin Laurel-Paine, Selectboard Member: \_\_\_\_\_