

**OPEN MEETING NOTICE**  
**Town Board & Capital Planning Committee Meeting**  
**Tuesday, February 3 at 6:00 PM**

**1. Call to order and certification of compliance with open meetings law**

- Discussion of membership (board appointed) and committee chair role, posting meetings, quorum requirements, and minute-taking as required of an official public body

**2. Introductions**

**3. Prior Members:**

- |                           |                |
|---------------------------|----------------|
| • Rebecca Boelhower-Santi | • Bill Garfoot |
| • Devin Dahlk             | • Rod Hise     |
| • Karl Hacker             | • Keith Sadler |

**4. “Refreshed” Committee**

- |                  |                 |
|------------------|-----------------|
| • Devin Dahlk    | • Chris Gargan  |
| • Karl Hacker    | • Tony O’Rourke |
| • John Hensey    | • John Riley    |
| • John Schulting | • Bridgit Stark |
| • Isaac Vetter   |                 |

**5. Mission statement (from 2023)**

- The Capital Improvement Planning Committee will recommend the long-range planning, acquisition, and development of town assets, including buildings, grounds, equipment, and roads. This committee will be advisory to the town board and will be encouraged to project needed capital expenditures over future rolling periods of 5 to 10 years or longer. This committee will meet at least twice annually and make recommendations to the town board prior to the budgeting cycle in the fall of each year. The committee will focus on projected expenditures of at least \$10,000 or more.

**6. Brief history of committee – Karl and Devin**

- Summarize prior work on equipment planning and budgeting
- Examples of projected future equipment purchases

**7. Explore updating equipment planning?**

**8. Building and grounds planning?**

**9. Roadwork and maintenance**

- Using Department of Transportation tools to manage roads – John and Devin
- Using “PASER” ratings proactively – John and Devin

**10. Next steps?**

- What are volunteers interested in working on?
- Future meeting date(s)?

*Post: online & town hall 2/2/26 by Administrator/Clerk Jackie Arthur*