

**Leyden Selectboard
Leyden Town Hall
Minutes
October 13, 2016**

Selectboard Members Present: Jeff Neipp, Lance Fritz, Bill Glabach.

Others Present: Bob Hardesty, Carol Johnson, Ginger Robinson, Michele Giarusso, Joe Markarian.

Call to order 6:45pm.

Minutes

MOTION: Lance moved to accept the minutes of October 6 as written. Approved unanimously.

Fire Truck Discussion

Bill suggested that we should take Engine One down to Dan Galvis' and have him give us an estimate on how much it will cost to outfit the truck for the Town's use, instead of purchasing another truck. Discussion. All agreed this is a good idea, since Dan already has offered to do the work.

Woods Property

The Board discussed the sale of the Woods property.

MOTION: Lance moved to hold a sealed bid auction, with minimum bid of \$25,000 or current total of back taxes and fees, whichever is greater, for the sale of the Woods property on Eden Trail. Unanimous.

Assistant Town Clerk for Special Town Election

MOTION: Jeff moved to appoint Bob Hardesty as Assistant Town Clerk for twenty four hours to help with the Special Town Election, November 21, 2016. Unanimous.

Capital Plan

Joe Markarian presented and explained a capital plan and capital planning policy for the Town. Topics of discussion included:

- (1) Developing a Capital Improvement Policy
- (2) Definition of what is a Capital improvement or purchase
- (3) Cost threshold for a Capital expense, and life expectancy
- (4) Funding sources for Capital expenditures
- (5) Developing and Distributing a Budget Calendar
- (6) Comparisons of previous years' Capital expenditures

The Board and FINCOM joined the discussion, asked questions, and made suggestions for revising the draft to fulfill the needs of Leyden. Joe added that the Capital Plan should be revisited annually to account for new information and any changes in Town or department priorities, estimated costs, and/or funding sources. Upon completion and adoption of the Capital Plan, Joe will provide an electronic version on disks, and binders for filing copies.

ADJOURNMENT

MOTION: Jeff moved to adjourn. Unanimous. Meeting adjourned at 8:30pm.

Respectfully Submitted,

Robert Hardesty