

**Capital Improvement Projects Committee**  
**Regular Meeting, Thursday, November 17, 2022**  
**Minutes**

1. The meeting was called to order at 7:03 pm.
2. Roll Call: Fred Oliver, Shannon Loudon, Robert England, Ed Sarisley, Town Administrator Eric Anderson.
3. Public Comment: none
4. Additions or Changes to the Agenda: none
5. Shannon Loudon moved to approve the minutes of the July 2022 meeting. Ed Sarisley seconded the motion, which passed unanimously.
6. New Business
  - a. Town administrator Eric Anderson informed the Committee that the previously approved skid steer machine for the public works department was stolen from the dealer before the Town took possession of it. The timing of its replacement is not yet known.
  - b. The Committee discussed the pending RFP for HVAC upgrades to the Andover Fire Department building.
  - c. The Committee discussed the pending RFP for improvements to the Town Hall HVAC systems. Ed Sarisley made a motion to endorse the Town building and property condition report, updated as of November 2022, as a condition for seeking LOCIP funding for the HVAC improvements. Robert England seconded the motion, which passed by unanimous consent.
7. Public Comment: none
8. Shannon Loudon moved to adjourn the meeting at 7:56 pm. Robert England seconded the motion, which passed by unanimous consent.

Submitted by Fred Oliver