

**INTRA-BOARD ADVISORY COMMITTEE  
MINUTES  
TOWN HALL MEETING ROOM  
APRIL 27, 2022**

**PRESENT:** First Selectman Mark Fiorentino; Sarah Thrall (BOE Representative); James Tsapsinos (BOF Representative)

Ex-Officio Non-Voting Members: Erica Robertson, Town Manager; Jordan Grossman, Ed.D. Superintendent of Schools; Anna Robbins, BOE Business Manager

**ALSO PRESENT:** Kimi Cheng, Director of Finance; Amy McCue, Director of Library Services; Kirk Severance, Director of Public Works

First Selectman Mark Fiorentino called the meeting to order at 8:05 a.m.

**1. Public Comment**

None

**2. Approval of Previous Minutes**

**ON A MOTION** by S. Thrall, seconded by J. Tsapsinos, the minutes of March 16, 2022 were approved as written.

**3. Finalize List of Preliminary Projects and Create Draft Document**

M. Fiorentino noted a Public Hearing will take place in May for the purpose of public comment. The committee will then meet again to complete the final draft and make a recommendation to the Board of Selectmen. It was noted to keep in mind the onset of the projects is time sensitive due State deadlines.

The committee reviewed a draft list that was created and prioritized projects by those above the \$3.4M point and those below. The changes will be made and the list will be presented at the Public Hearing. A paragraph will be added to explain the parameters, how the list was created and the criteria used to evaluate projects. Input received at the Public Hearing will be used to prioritize the projects and create a final draft for presentation to the Board of Selectmen.

**4. Confirm Date of Next Meeting**

The next meeting will be held on Wednesday, May 4, 2022 from 8:00 to 10:00 a.m. in the Town Hall Meeting Room.

**ADJOURNMENT**

On a Motion by J. Tsapsinos, seconded by S. Thrall, the meeting was adjourned at 9:49 a.m.

Respectfully submitted,

Kathy Kane  
Recording Secretary