

CAPITAL PLANNING ADVISORY COMMITTEE MEETING MINUTES

Wednesday, December 11, 2019 @ 4:00pm

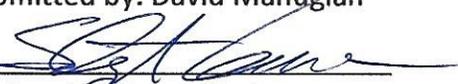
- 1.) The meeting was called to order at 4:30 PM
- 2.) In attendance for the Committee
 - a. Steve Lane
 - b. Don Koski
 - c. Mike O'Rourke
 - d. David Manugian
- 3.) Other attendees
 - a. Anna Eliot, Park Commission
- 4.) Mr. Lane asked for review and approval of the 12/2/19 draft minutes
- 5.) Corrections were made and minutes were approved as amended – motion by Mr. Manugian, seconded by Mr. Koski, approved 4-0-0
- 6.) The Committee discussed that the Town Manager had reduced the capital budget from the original requests of \$923,770 received 11/29/19 to \$509,170 received 12/9/19.
- 7.) The Committee had a number of questions:
 - a. Why move out the refurbishment of Engine 1? Based on the urgency suggested by the Chief shouldn't we move out Engine 5 two years? In other words, refurbish Engine 1 in FY22 and refurbish Engine 5 in FY23
 - b. For the Library where has the foundation work been moved to? Shouldn't we move forward envelope and foundation repairs (FY21) and move back parking lot repairs (FY22).
 - c. Can the Committee get a copy of the 2018 engineering assessment for the Library building envelope?
 - d. Why was the Master Plan delayed for a year?
 - e. Why was the jet ski request completely removed?
- 8.) Notwithstanding answers to the question above, the Committee was generally comfortable with the revised plan the Town Manager provided
- 9.) The general consensus was that if cuts to the proposed capital budget of \$509,170 were made the Committee recommends considering the following items:
 - a. Remove the purchase of a police department pickup truck
 - b. Remove the municipal facilities general repairs item
 - c. Remove the Park Commission capital. Many of their expenses seem to be more appropriate for an operating budget rather than capital.
- 10.) For next steps the Committee agreed to have Mike Chiasson come in to discuss the IT capital budget, and requested the engineers' report for the library
- 11.) The Chair also will let the Town Manager know about the recommendation of the Committee regarding the Fire Department, Library, and potential projects to be removed
- 12.) The next meeting was set for 12/19/19 at 4 PM

Motion made to adjourn meeting made by Lane, seconded by Haggerty.

Meeting was adjourned @ 5:30pm

Minutes submitted by: David Manugian

Approved:


Stephen Lane, Chairman

Date Approved: January 21, 2020