

CPAC Meeting Minutes 4/3/2023

Members present: David Manugian, Mike O'Rourke, Jamie McDonald, Michael Sulprizio

Town Staff present: Mark Haddad and Kara Cruikshank

Meeting called to order at 5:02pm by Mr. Manugian

Mr. Manugian reviewed the agenda for the meeting.

Mr. Manugian distributed Prescott Building Review document.

Mr. Manugian discussed three deliverables Capital Budget, Asset List, and Prescott review.

Mr. O'Rourke stated he agreed, but would place Prescott work ahead of the asset list.

Mr. Haddad asked if items that were already completed were removed from the list. Handicap upgrades, sprinkler system, safety.

Bruce spoke of several upgrades that have been completed.

Mr. Sulprizio recommended setting funds aside to complete building studies. To help inform the committee as we think about what items to address first.

Mr. Haddad asked if building studies would be eligible for CPA funds.

Mr. Easom said he feels this would be eligible. The building is on historical register for state and federal.

Mr. Haddad said cost would be helpful for select board to have.

Mr. Manugian discussed responsibilities for both parties.

Mr. O'Rourke get report in time to submit to CPA in the fall?

Mr. Haddad would formulate RFP to get study done.

Bruce Easmon will need quote at the end of the year.

5:27 pm friends of Prescott were dismissed.

Discussion turned to asset list.

Mr. Manugian put a useful life on asset list.

Mr. Haddad volunteer to add columns said it should be an action item.

Mr. O'Rourke agreed to handle the columns and formatting of the sheet.

Last item to address is approval of meetings.

Motion to approve 2/27/23 motion made by Mr. O'Rourke. Seconded by Mr. Manugian. All in favor 3-0

Motion to approve 4/3/23 minutes as amended made by Mr. O'Rourke and seconded by Mr. Manugian. All in favor 3-0

Next meeting June 5th at 5pm.

Meeting adjourned at 5:30pm by Mr. Manugian.