

CAPITAL IMPROVEMENT MINUTES

October 27, 2008

Present: CIPC Chair, Diane Lanney; Fin Comm Rep, Sue Motta; Kevin Motta; Caleb Langer (Not Sworn); Selectboard Member, Kristie Casey; Town Administrator, Deb Roussel; Fin Comm Rep, Kelli Becker; Greg; Bill; Town Accountant, Karen Chick; Carol Burke, Carla Charter; Walter Ducharme; Mark Dymek; Selectboard Member, Paul Hale; Town Secretary, Elaine Peterson

Meeting called to order at 6:52 p.m.

Additional Article for Warrant: Number 6 for stabilization – sum of money.

Diane, CIPC Chair – two handouts. Not a recommendation, but information with request a sanction to continue with work.

Two handouts – see attached.

Nine members – October through June 30. To make recommendation by March.

Capital – see definition.

Mandate: 10 year plan – financial forecast with new policies for debt procedures.

Debt Policies (page 2) – Deviation of policy – much discussion by the group.

Submission Process: Department heads need to come to CIPC. 10-year plan for all except Library. Center School – were given by Quabbin. Working on specifics from Center School.

Matt (?) – Resistance from Center School. Diane said no – will sit with Joan for plan

Kristie – Facilities Sub Committee – by School Committee. Need Kelly, maybe Chair – speak with Clare Barnes.

Would like to sit with Library for their plan.

Review Plan – ask for update of 10-year plan. Recommend with department heads for stabilization use. CIPC asks for 10% deposit on new purchase. Can old equipment be used in another department?

Matt – Is Finance Committee looking to eliminate separate stabilization accounts? Diane – if this in the case, Fin Comm will speak with CIPC.

Deb – Is there a 10-year plan for Slade Building? Diane – available money - would like to see a 10-year plan.

New Submission: Sit with department heads for a rating process and cost of new and refurbished old, etc.

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Financial Team – TA/Accountant/Treasurer

Bonding and debt exclusion.

CIPC would then make a recommendation with update of 10-year plan. Ex: FY10 new process will pick up what wasn't purchased in FY09. Talk with department heads to re-structure plan and adjust for unpurchased items.

Facilities Plan: Bill and Greg (Senior Members).

Bill's presentation for Facilities

Currently have a draft. Want to bring Fin Comm and BOS up to speed. Needs (page 3) and opportunities.

Funding Resources: Special legislation. Income tax credit for property owners who gift to municipalities (State level).

Would like to develop a plan in phases:

Need much flexibility for funding:

development stages

needs of different direction

unforeseen opportunities

Would like to recommend to BOS on CIPC side requesting for sanction by BOS.

Mark – Needs and opportunities – are they prioritized. Greg looking for direction from CIPC.

Bill – united front with BOS and Fin Comm support. Town Meeting has different ideas than the Boards – wants guidance of BOS and Fin Comm – not interested in proceeding without support.

Mark – keep FD and PD together.

Diane – CIPC out of Breezy Hill (building and renting is disrepair)

Matt – get Breezy Hill; Diane and Bill – maintenance is huge; Bill – past architect indicated does not meet municipal code – not recommend to Breezy Hill – structurally poor. No handicap. No fire suppression.

Vacancy of Breezy Hill – removal of EMS may draw down price – method of madness.

20-30 years down the road, hoping to make purchase still viable. Bill cited CIPC is truly advisory and not a decision making committee.

Cost Analysis of purchase – electric costs, etc.

Mark – Joint tenants of PD and FD equipment. Expansion of land.

Matt agrees with incremental plan to sell – more than one avenue with purchase.

Diane – CIPC will pick up the “PR” of the plan.

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Deb – What is needed tonight?

Bill looking for sanction and approval of BOS and FC. What is CIPC scope – daily capital (vehicles etc. or building)

Kristie – Need to look at Facilities Building

Kelli – raising of rent. Given all the vacancies – “no place to go”

Matt – in the long run, there will be savings.

Bill/Diane – that is the CIPC plan

Matt asked for Paul as Chair to sanction plan – will there be a purchase recommended. Bill said yes. BOS has negotiating and bargaining authority.

Paul – please add. Senior Center, Library (added into Needs). Interim Slade Building.

Paul Hale – 10 Gardner Road – other properties more viable now at 60 Gardner Road. 5,000 of population – needs for PD now – need lock up – proximity to school.

Krisite – sex offender – 100 yards of school – parole violation.

Paul to sanction – concerned if the Comm came back next week, would have concerns with Comm.

Diane – 6 and 8 at Gardner willing to sell along with 10 Gardner Road. Additional 1.33 acres. Trailer non-conforming lots.

Bill, CIPC may come back with five sites. Will do the footwork – the BOS can make decision.

Motion: Matt – Sanction and endorse CIPC to pursue facilities option. Paul – Amend CIPC to take on public relations to sell with committee.

All in Favor.

Bill – impediment of water and sewer along Main Street. Working in a wide range.

Fin Committee: Mark – would like to look at construction of building – good time – business down – rates down.

Motion – Sue same as BOS

Kelli – second

All in Favor.

Matt: - Post Office space available – Sue said there will be a new addition on building. Bill – will look at it too.

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Next Meeting will be November 12, 2008 @ 6:30 p.m.

Adjourn at 7:30 p.m.

All in Favor

Submitted by Karen Chick