

TOWN OF HARVARD

CAPITAL PLANNING & INVESTMENT COMMITTEE (CPIC)

Minutes of November 23, 2015 Meeting in Hapgood Room in the Old Library

Present: Heidi Frank, Teresa Jardon, SusanMary Redinger, Debbie Ricci, Ken Swanton, Tim Bragan, Lorraine Leonard

The meeting was called to order at 8:24 AM

Public commentary: none

Bill Johnson, representing the HCTV, reviewed HCTV's capital submission for FY16. No funding is being requested as \$94,825 is being obtained from Charter franchise fees.

Ken Swanton joined the meeting at 8:29am.

The upgrade project will be done in two phases. First phase includes the infrastructure to accommodate the new digital fiber-optic network. Second phase will include cameras, projectors and will not occur until the layout of Town Hall is determined. By that time additional Charter funds will have come in and it can be determined if funding is required for new Town Hall meeting room cameras.

Ken explained that while the Town Hall project is coming in under budget, the Selectman have not yet allocated the approximately \$17k needed for new cameras/wiring/installation in upper Town Hall to broadcast meetings there. Bill assured the committee that even if the BOS declined to use Town Hall funds for HCTV purposes, that they would find a way to pay for the needed cameras.

The only other item on the HCTV's 5-year capital plan is the tricast replacement @ \$30,000 in FY20.

Bill explained how Charter revenues are derived.

As a result of Charter changing to all digital and removing the inet cables, the town will need to install a fiber optic network for its municipal buildings. The municipal buildings are: DPW, Fire Station, Hildreth House, Town Hall, Old Library, Police Station, Library. Charter is only contracted to do Bromfield, Town Hall, Old Library, New Library, Police Station. We are looking to get reimbursed from Charter for their cost to do just the five buildings and then we would do all 8 buildings.

Debbie led a discussion of the purpose of CPIC reviewing capital expenditures which are to be funded from sources other than the Capital Fund. She suggested that reviews focus on making sure the spending was not redundant, not in conflict with town goals or other spending, and would not create need for subsequent funding. Debbie to draft up and circulate her suggestion.

Rich Nota, DPW Director, reviewed his capital proposals.

The FY17 catch-basin capital request has been withdrawn, in favor of outsourcing it, which he and Heidi will follow up with the Finance Committee on. CPIC voted unanimously to have the CPIC chairperson write a letter to the Finance Committee describing this catch-basin cleaning plan (moved by SusanMary, seconded by Heidi).

Rich described his FY17 proposal to purchase a large mower that would enable better mowing of the many fields and commons. He is also proposing to replace the failed septic system at the DPW facility, and is having the design done which will provide a much better estimate of the construction cost. If the septic system replacement is approved at town meeting he hopes to immediately proceed with a spring replacement rather than wait for FY17.

Rich was asked to forward a list of his overall truck fleet inventory to the CPIC chair, including how old each is. He said that the proposal for a \$47.5K pick-up truck would be reduced by the trade-in value of the old one, which might be \$2.5K. Heidi will follow up with Rich on the trade-in values to reduce DPW requests.

The minutes of the Nov 9 CPIC meeting were unanimously approved as amended.

Debbie will draft a response to the HCTV budget. Our next meeting is 6PM Monday Nov 30 to review HEAC, any follow up on school items, and the HCTV letter.

Meeting adjourned at 10:15 AM

Minutes prepared by Ken Swanton