

# **Capital Planning and Investment Committee**

## **\*\*\* FINAL MINUTES, Approved as Submitted \*\*\***

**September 24, 2018**

Present: SusanMary Redinger, Teresa Jardon, John Seeley, Marie Sobalvarro, Nate Finch, Linda Dwight, David Nalchajian.

Alice von Loesecke joined at 8:35 on a conference call.

Absent: Tim Bragan

Meeting called to order at 8:17 am by John Seeley.

Minutes from September 10, 2018 meeting approved as amended on motion by Ms. Redinger and second by Mr. Finch.

Reviewed ratings for the Paper Compactor Unit. Motion by Ms. Redinger and second by Ms. Jardon was unanimously passed to approve the request to purchase a Paper Compactor Unit for resident use at the Transfer Station. Motion by Ms. Redinger and second by Mr. Finch, followed by unanimous approval, to fund the cost of the compactor from the Capital Stabilization Fund.

Roof for Old Library – Ms. Sobalvarro provided an update on the roofing project; she is continuing to work on securing additional bids. The cost of slate vs fake slate is similar, but the labor for slate installation is higher. We are awaiting an assessment.

Old Library Accessibility Project – Two bids were received (of 22 packets that were distributed); the low bid was \$547,522; both came in higher than originally projected. Mike Mikitarian and Lucy Wallace provided details on the usage of the building (about 300 per month) and the scope of the project. Ms. von Loesecke suggested combining the projects under a single general contractor with the goal of reducing duplicated costs. Ms. Redinger recommended identifying the entire needs for the building and with a proposal for a single project to address all deficiencies in the building. Ms. Wallace replied that the town does not have an appetite for an additional large project. Suggestion for warrant article is to have \$191K grant, \$192K CSF funding, and \$200K borrowing.

Mr. Seeley proposed funding the total project cost of \$672,000 as

- \$192K from Mass Cultural Grant
- \$191K from CSF
- \$50K CPC
- \$39K from unspent rear entrance funding
- \$200K to be debt funded

Second by Ms. Jardon. Roll call vote passed 4-1, with Mr. Seeley dissenting.

Mr. Seeley provided brief information on the Pay-as-you-Throw proposal.

Upcoming dates – not meeting the first Monday in October. Funding requests are due October 4. Meeting October 15; members are asked to have all funding requests reviewed by that date. Questions about the projects are due by October 18.

Mr. Seeley received an email about a state Capital Planning Conference in Stow on Friday, November 30 from 8:30 – 3pm. He will send each member the link.

Mr. Seeley adjourned the meeting at 9:55 on motion by Mr. Redinger and second by Mr. Finch.

Respectfully submitted,

Teresa Jardon