

Minutes
Capital Improvement Committee
January 9, 2017

Next Meetings: 1/30/16 with 2/6/16 as a back-up date. Please mark your calendars.

Attending: Mike Colaneri, Sue Hruby, Kathy Logue, Cindy Mitchell, Greg Orcutt, Leah Smith, and Bruce Stone

Absent: Joe Tierney

Also present: Jen Rand, Louis de Geofroy and Pat Mitchell

The meeting opened at 4:35 pm.

The representatives from the Facilities Maintenance Committee were asked to outline the findings and top priorities, as well as the April 2017 funding request. Jen Rand reported that the report recently submitted by Louis de Geofroy outlines a great number of items which need to be addressed. The committee is still in the process of prioritizing the items, and putting estimates to them. She explained that the two items that rise to the top in terms of urgency and magnitude are the Field Gallery roof and skylights, and the mushrooms growing out of the wall on the new library's bump-out section.

The request for the upcoming year is for \$100,000 to address these two items. In both cases, the extent of repairs will not be fully known until they are opened up. It is hoped that Nauset Construction will work with us on the library problem. If there are any funds left over after these items are dealt with, by then the prioritization will be complete and the next most urgent item(s) will be taken on.

In response to questions from the committee on the longer timeline for funding, Pat Mitchell said that it is quite conceivable that we would need \$100,000/year for the next five years as well. They will know quite a lot more once they have completed prioritizing and obtaining ballpark estimates. Louis de Geofroy gave some examples of things that are working now, but could fail at any moment, including both fire station generators.

After some discussion, the members of the Capital Improvements committee voted that an amount of \$100,000 per year should be added to the chart, and combined with the building maintenance stabilization line, so that funds would be either spent or set aside in that amount toward building maintenance. Also, the amount currently in the stabilization should remain, rather than being tapped yet, against an event such as the sudden failure of a generator or other emergency, until further progress is made on the long list generated by the report. Short term borrowing may help to smooth out the burden of these expenses over time.

[Cindy Mitchell left the meeting at 5:00 PM.]

The minutes of the December 5, 2016 were approved.

The committee reviewed the draft annual report text and accompanying chart. Priorities of one were assigned to the Town Buildings and fire hydrant requests; the affordable housing project was assigned a priority of two. Kathy noted that she had

Minutes
Capital Improvement Committee
January 9, 2017

been able to eliminate the need for future contributions to the ambulance stabilization fund, as it appears that the capital reserves from receipts are now able to support ambulance purchases, and the Town already has about \$55,000 set aside. With respect to recommendations, it was agreed that the report should acknowledge the great progress being made on facilities maintenance, and that now the critical piece was to adequately fund and staff the implementation phase. Sue said she felt that the facilities manager should have energy efficiency as a central part of his/her mandate/plan.

Greg reported that the high school was turned down for the feasibility study grant it had applied for to address the repair and upgrading of its facility. Sue said she would send Kathy a brief update on the Complete Streets program for inclusion in the annual report. Cindy will also forward the requested language updates on Mill Brook.

The meeting closed at 5:35 pm.

Submitted by Kathy Logue

Approved January 30, 2017