

Town of Harvard
Capital Planning & Investment Committee
Monday, August 8, 2016
8:30 a.m.
Town Hall Meeting Room

Present: Deb Ricci, Heidi Frank, Alice von Loesecke, Teresa Jardon, Tim Bragan.

The meeting was called to order at 8:35 a.m.

Minutes from June 6, 2016 meeting were unanimously approved as amended; moved by H. Frank with second by T. Jardon.

There was no public commentary.

Committee Member SusanMary Redinger arrived at 8:45.

The Committee reviewed and updated the materials for 2018 requests for funding submissions. The committee voted unanimously to approve the packets. S.M. Redinger moved, Alice von Loesecke second.

The calendar for 2016-2017 was reviewed, with discussion to add two November dates – one in the morning and one in the evening, with the next meeting to be September 12, 2016.

The Conservation Commission request for funding for the Sherry Road parcel was reviewed. Present for the discussion was Liz Allard from the Conservation Commission, Conservation Trust Trustee Tom Cotton, and Conservation Trust Executive Director Dave Outman.

The Conservation Commission had initially requested to borrow \$400,000, but updated the request to borrow \$400,000 along with a grant for \$200,000. The guests presented the proposal and explained the change in strategy. The request will be reviewed in more detail at the September 12, 2016 meeting, following additional review of submission materials by CPIC members.

The Policy & Procedures for CPIC were reviewed. Proposed changes and updates are to be emailed to Deb Ricci and will be reviewed at the September 12, 2016 meeting.

Liaisons were reviewed, discussed, and changes were proposed. There will be additional review at the September 12, 2016 meeting before liaisons are finalized for the year.

Reports on prior year projects were provided:

- ... The Fire Department was not awarded the grant they were seeking for the FIRE ALARM SYSTEM, so no further action at this time.
- ... The DPW SEPTIC SYSTEM is almost complete.
- ... The POND RD DRAINAGE project Request for Proposals (RFP) is out for bid.

- --- The BEACH PLAY STRUCTURE will be installed by community build on August 26, 2016 at the Bare Hill Pond beach.
- --- The BROMFIELD SCHOOL PARKING LOT has been paved. It has not yet been lined. A grant has been applied for that will pay for trees. The lighting is not yet installed.
- --- The SCHOOL TRACTOR has been purchased.
- --- The BATHROOM UPDATES at the school have been updated.
- --- The SCIENCE LAB VENTILATION improvements at the high school are complete
- --- The SCIENCE LAB EQUIPMENT UPDATE is complete.
- --- For the HILDRETH HOUSE PHASE 1 RENOVATION project, an OPM (Owner's Project Manager) is in the process of being hired.

Other Business updates included:

- --- A thank you note from Lorraine Leonard following her retirement was received and passed around for review by each member.
- --- An email was received regarding the ability of the committee to have use of filing cabinet, copier & code, Town Hall meeting room and included instructions on access.

Meeting was adjourned at 10:40 by unanimous decision. Moved by S.M. Redinger, second by H. Frank.

Respectfully submitted by Teresa Jardon.