

## **CPIC Meeting**

Monday, November 7, 2016

Present: Deb Ricci, Heidi Frank, Teresa Jardon, Alice von Loesecke, Patti Wenger

Meeting called to order at 8:19am

Minutes from the October 24, 2016 meeting were unanimously approved as amended on a motion by Teresa Jardon and seconded by Heidi Frank.

Will Stevenson and Jason Cotting, representing the Ambulance Department, were on hand to discuss their department's request for funding for a new ambulance and stretcher. Costs, insurance payments & processes were discussed. CPIC recommended they look at the state bid list for cost comparison before making a purchase. CPIC requested the trade in values for both the ambulance and the stretcher, if any.

Debbie Thompson, representing the Council on Aging (COA), was present to discuss COA's request for a van. The prior van carried 10 passengers, was used for a long time, had over 180,000 miles, and had lots of issues breaking down. Recently the town received a new van to use, which carries 10 passengers and has 120,000 miles. The COA is requesting funding for a 14 passenger van. Ms. Thompson answered several questions and was asked to check the state bid list for pricing and provide additional information, including the number of miles the vans were driven over the past year and whether other quotes are available. Discussion was held regarding the transportation area in which Harvard currently participates and whether we can choose to join a different one.

Mark Mikotarian and Lucy Wallace were present to discuss Old Library Access and reviewed the proposals for access changes.

Rich Nota from the Department of Public Works (DPW) was present to review several requests for funding for DPW. He indicated that the town may see additional Chapter 90 funds in future years and discussed costs and how they are impacted by different plans and engineering.

For the front line equipment, Mr. Nota explained that snow removal in town is done in house (not outsourced to contractors). Therefore, the equipment must be reliable. He is asking to replace a truck in FY18 that will be 23 years old.

Mr. Nota reviewed a request for an emergency generator for the Water Department. He said this is based on a recommendation, not a mandate. Further, he explained that an option could be a portable generator that could be moved from site to site in case of town-wide power outages.

Funding for a new Public Works Facility was added to the list for possible funding in future years. CPIC recommended adding \$25K in FY20 for a study on the facility.

The committee reviewed the capital plan and major projects schedule, including options and differences since the last meeting.

- CPIC removed \$40K that DPW indicated they will not need in FY18

Action items for committee members:

- Town Clerk will be at the December 5 meeting
- Park and Rec will be at the 12/5 meeting – get questions to Teresa by November 14
- Heidi will check to see if she can get us info by 11/17 meeting
- CPIC will meet on 11/17 with the school committee
- We may need to follow up with other departments at the 12/5 meeting, based on the additional information needed from Ambulance, Fire Chief.
- Reviewed meeting schedule for December and January
- Review the rating sheet for commentary and recommendations for possible changes.

Tim Bragan talked about the Municipal Modernization Act and how it will impact town finances.

- BANNs are moving from a 5 year to 10 year system
- BANNs will now be for longer periods
- BANNs will still start repayment after year 4
- Reminder that BANNs have preferential interest rates
- Reminder that BANNs can be used for financing large or small items
- The state-determined rate on BANNs is locked every year and adjusts every year

Mr. Bragan also talked about changes to level of support for passage of items presented to the town for a vote

- Need only a simple majority of votes to move funds to the Stabilization fund
- Need 2/3 vote to remove funds from the Stabilization fund

CPIC members had discussion regarding future meetings.

Discussed whether CPIC should be providing a recommendation to the Board of Selectmen related to outer years and funding for projects.

Heidi moved that we recommend that the Board of Selectmen have the Division of local services conduct an assessment of system and conditions of all municipal buildings other than Hildreth Elementary and Bromfield. Patti seconded the motion and it passed unanimously.

Alice moved and Heidi seconded the motion that passed unanimously to adjourn at 10:54am.

Respectfully submitted,  
Teresa Jardon