

CPIC Minutes
December 5, 2016

Members present: Debbie Ricci, Alice von Loesecke, Heidi Frank, Teresa Jardon, Patti Wenger

Meeting called to order at 8:20am by Chair Debbie Ricci.

The minutes of the November 17, 2016 meeting were unanimously approved as amended on a motion by Ms. Wenger and a second by Ms. Frank.

Ms. Ricci gave an update on the Fire Departments' Fire Ponds. She requested a list of all ponds; Chief Sicard is to get that to us with a priority indication for each pond. It is estimated that each pond will cost \$500-\$600 for the study cost, with final numbers in the \$250K-\$300K range for all work to be completed. Ms. von Loesecke will follow up with Chief Sicard.

Wyona Lynch-McWhite from Park & Rec was present to provide answers to our questions on the request for \$100,000 to complete the stone wall along Mass Ave in front of the library. She provided written answers and verbal feedback on additional discussion, including the request from CPIC for estimates on projects for outer years.

Janet Vellante, Town Clerk, was present to provide answers to our questions on the request for \$24,752 for preservation of old town permanent records. She provided a bound copy of records from the 1800's to show the prior work that had been completed toward restoring and maintain the town's records. In addition, she provided information on the shelving units being requested for FY19.

Ms. Vellante also introduced Amy McDougall, the newly hired Town Clerk, who will be replacing Ms. Vellante following her imminent retirement.

The committee reviewed the capital plan, with a discussion of items that should be considered maintenance and those which reflect a capital expenditure. Following the discussion, Ms. Von Loesecke moved, with a second from Heidi Frank, and a unanimous vote, to remove the school's request for funding the painting of Bromfield House from the capital plan.

Each item on the long term capital plan was briefly reviewed. We discussed the need for an indication for each long-term capital item to have an indication of funding source, such as Deven's Fund and Shaw Trust.

Members engaged in a brief discussion of using an override -vs- debt funding -vs- borrowing for this year's items, given the potential for an increase in long-term interest rates and whether it may be prudent to preserve capital in the short term to decrease borrowing costs in the long term.

CPIC's next scheduled meetings are December 12 and December 19. For the upcoming meeting, to be held at 7:30am, we will discuss ratings along with any open items. Members are to review each item to determine whether additional information is needed to be able to fully rate projects.

Discussion on the Middle School ramp was held, with a current assumption of FY18 funding of \$30K needed for a study and \$120K in funding needing for the project to be completed.

Meeting was adjourned at 10:22am on a motion by Ms. Jardon, a second by Ms. Frank; motion passed unanimously.