

JOINT MEETING - ADVISORY BOARD & CAPITAL PLANNING COMMITTEE
UPSTAIRS AT TOWN HALL
WEDNESDAY – SEPTEMBER 19, 2012 – 7:00 PM

In attendance – Advisory Board members Bill Johnson, Gail Dumont, Jaime Piedrafite, Belden Divito, Joe Oliveira; Capital Planning Committee members Ed Vitone, Joe Daigle, Paul Pollastri, Ron Reed, Tammy Collier; IT Advisory Board members Joe Kalagher and Kyle Johnson. Also present: Doug Briggs, Town Administrator and Sylvia Turcotte, Assistant to the Town Administrator.

At 7:00 p.m. Ed Vitone called the meeting to order and noted that they were meeting to review and vote to recommend the articles for the October 16, 2012 Special Town Meeting.

Doug Briggs began by stating that at this time the balance in the Stabilization Fund was \$308,509.36 and in the Capital Improvement Fund \$118,111.21.

Article 1 – To repair and/or replace the fence at Winchester Park

Briggs explained what would be done at both parks (Winchester and Sweeney)

Capital Planning Committee – Reed motioned to recommend and was seconded by Daigle. Unanimous.

Advisory Board – Piedrafite motioned to recommend and was seconded by Oliveira. Dumont abstained.

Article 2 – Money for delinquent taxes

Briggs explained that it takes about \$2,200 to take each property as explained by the Treasurer.

Advisory Board – Oliveira motioned to recommend and was seconded by Piedrafite. Unanimous.

Article 3 – Money for the 250th Celebration Committee

Briggs gave a brief description of the four events the Committee is planning for this celebration in 2015. He stated that the Committee was meeting on Thursday, September 20th and would come back with blocked out expenses for each fiscal year. The Advisory Board members decided on no action at this time.

Article 4 – New storage shed at Town Hall

Briggs stated that this was a good opportunity to have Monty Tech build the shed for us as the present shed is falling apart and we need a place to store the lawnmower, snow blower and tools.

Advisory Board – Dumont motioned to recommend and was seconded by Piedrafite. Unanimous.

Article 5 – Amend the vote from ATM to raise and appropriate an additional \$16,224 to the capital projects for the school

Briggs stated that this would correct an error made at the ATM.

Capital Planning Committee – Reed motioned to recommend and was seconded by Piedrafite. Unanimous.

Advisory Board – Divito motioned to recommend and was seconded by Dumont. Unanimous.

Article 6 – New steps at front of Town Hall

Briggs stated that they would vote on this now and the repairs would be done in the spring.

Capital Planning Committee – Johnson motioned to recommend and was seconded by Reed. Unanimous.

Advisory Board – Dumont motioned to recommend and was seconded by Piedrafite. Unanimous.

Article 7 – Computer and associated software – PSB

Briggs asked Kyle Johnson of the IT Advisory Board to explain the need for this article. He stated that the current server has been in service since 1998 and has never been backed up and this could be huge if it had a direct hit by lightning. Briggs stated that \$17,800 would be for the hardware and labor and approximately \$8,000 would cover the software cost, bringing the total to \$25,000. Some discussion followed on this topic.

Capital Planning Committee – Reed motioned to recommend and was seconded by Daigle. Unanimous.

Advisory Board –Piedrafite motioned to recommend and was seconded by Oliveira. Unanimous.

Article 8 – Asbestos Inspection for the VMS Building

Briggs stated that the quote is for \$2,500 to take samples and Piedrafite noted they should also ask them to inspect the oil tank at the same time.

Advisory Board –Piedrafite motioned to recommend and was seconded by Dumont. Johnson abstained.

Article 9 – Accept donation of property for Rail Trail

Briggs stated that accepting this donation would save money rather than going forward with the foreclosure.

Advisory Board –Oliveira motioned to recommend and was seconded by Dumont. Unanimous.

Article 10 – Amend the Sewer Budget to reflect change in retained earnings

Briggs stated that this was just a change in the funding source.

Advisory Board –Divito motioned to recommend and was seconded by Piedrafite. Unanimous.

Article 11 – Amend Article 22 ATM to include addition of book and page description for the land taking

Briggs stated that Town Counsel stated that a map and page parcel didn't show when the survey was done and she asked to add this article to ensure that everything is in line.

Advisory Board –Piedrafite motioned to recommend and was seconded by Dumont. Unanimous.

Article 12 – Transfer money to Capital Fund

Article 13 – Transfer money to Stabilization Fund

Briggs stated that article 12 would make the capital fund whole and the balance of free cash would be transferred to the stabilization fund.

Advisory Board –Dumont motioned to recommend and was seconded by Piedrafite. Unanimous.

At 7:47 p.m. Piedrafite motioned to adjourn the meeting for the Advisory Board and was seconded by Dumont. Unanimous.

At 7:47 p.m. Reed motioned to adjourn the meeting for the Capital Planning Committee and was seconded by Daigle. Unanimous.

Respectfully submitted,
Sylvia Turcotte
Assistant to the Town Administrator