

Town of Harvard Capital Planning & Investment Committee  
Minutes of Meeting  
January 27, 2010, 8:00 a.m.  
Town Hall

Members Present: Keith Cheveralls, George McKenna, Debbie Ricci, Peter Warren, Tim Bragan, & Lorraine Leonard

We met with the Finance Committee at their meeting to review the draft Capital Plan. Please note these minutes only cover the portion of the meeting involving the Capital Planning & Investment Committee (CPIC).

- Bob Thurston opened the meeting at 9:07 am
- The Finance Committee was provided with copies of the Capital Plan. George McKenna reviewed the overall Capital Plan and the rating criteria the CPIC was using this year.

The criteria are:

- 1) Justification of need
  - Is this legal mandate?
  - Is this for emergency or protection?
  - Is this required replacement?
  - Is there a cost savings?
- 3) Will project be offset by Grants/Other funds?
- 4) Could project 2) Is requested amount reasonable with substantiated documents?  
be deferred for other years?
- 5) Evaluate project to the operating budget

The following FY12 capital items discussed:

G McKenna presented:

- o Replace Fire Brush Truck \$145,000
- o Police radio system upgrade (mandate) \$15,000
- o Police vehicle – ongoing recurring capital item \$29,000

D Ricci presented:

- o Rehab DPW garage floor \$40,000
- o Replace DPW floor drains/Install tight tank \$40,000
- o Replace old water mains on Ayer rd. \$60,000
- o Security fence around Bolton rd tank (DEP mandate) \$15,000
- o Road Reconstruction (not on plan for this year – deferred, pending 5 year total road plan submission)

K Cheveralls presented:

- o HES new playground \$65,000
- o HES energy mechanical upgrades \$100,000 (possible Green Comm Grant)
- o TBH sewer/water connection \$30,000
- o TBS walkway ramp \$20,000
- o HES office carpet \$10,000
- o TBS oil to gas \$30,000

- HES windows/boiler \$45,000 (still being discussed, possible MSBA & Green Comm Grants)

G McKenna reviewed:

- Municipal building schematic \$200,000 at the ATM
- Municipal building enabling roadwork and final design \$820,000 (for fall Special Town Meeting)
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- Total: \$1,664,000

Big Picture – Currently 400,000 in Capital Fund. \$1,000,000 Free Cash to be put in if no stabilization and no 9c cuts, but current requests are at \$1,664,000 for this year (includes MBC requests) and over \$1 million next year, excluding amounts for MBC projects.

- G McKenna addressed the enormity of the MBS (Town Center Building projects from the capital point of view, and to a lesser extent operating. George also sees a competition with the upcoming need for an operating over-ride, and a competition of this override with a capital exclusion for this project. He advocated looking at a time line to evaluate the impact. He then proposed a continued discussion with the other boards – Fin Com, Selectmen and School Committee – which will be impacted by this project. Discussed Quad Board (BOS, FinCom, Sch. Com, CPIC) meeting on Feb 5<sup>th</sup> to reviewed MBC proposal for Town Center Buildings. Project is large, impacts all groups and CPIC needs input from other Boards.
- Municipal Buildings Committee Chair – Ron Ostberg presented their request to Finance Committee. All CPIC members present stayed for discussion.

Their overall recommendation is that COA remain at Hildreth House where complete renovation would need to be done both inside and out. Town Hall to have an addition for larger meeting rooms called Upper Town Hall and Town Hall itself to be completely renovated. The old library would become a cultural center. They would start with a schematic design of Hildreth House and Town Hall and go to ATM with this. Cost: \$200,000. STM in the fall would be for enabling roadwork and final design at \$610,000 and \$210,000 respectively.

Ron feels financing has to rely on private funding and feels asking \$600,000 for each building not unreasonable. George mentions doing a test market to see if \$1.8 M reasonable in private funding. Bob asks: What do we waste as we go deeper in the project and end up not doing this. Is the value still there?

Respectfully submitted,  
Deborah Ricci