

Town of Harvard Capital Planning Investment Committee
Minutes of Meeting
November 18, 2010, 8:00 a.m.
Town Hall

Members Present: Cindy Russo, Keith Cheveralls, George McKenna, Debbie Ricci, Peter Warren, Tom Jefferson, Tim Bragan. Mark Force also attended.

1. The minutes of November 4 were accepted as corrected.
2. Debbie and Peter reported on the McCurdy Land Committee. After a general discussion, the Capital Committee determined that it would take no position on the town's purchasing, or obtaining conservation restrictions on, the McCurdy land until there was an actual proposal to consider. Debbie will report this to the McCurdy Land Committee
3. Mary Traphagen, representative of playground committee and member of HES school council, reported on the HES playground project. The request is for 1/3 of the project cost. The School Committee has committed to pay 2/3 of the project cost (1/3 of the cost of the project from the Shaw Trust and 1/3 from Devens revolving fund, a part of which must be spent on capital). The vendor will be the General Contractor on the project, with staff, but community members will assist with construction. The price will be approximately \$180K, with approximately \$65,000 from the Town. Construction will start as soon as possible after school ends; the contract cannot be signed until after Town Meeting.

The "stinky vent" for septic system will be moved, which is actually part of the sewer project.

There will also be a fund raising effort and a request will be made to the Harvard Schools Trust. Tom and Keith both said that the school would like any funds raised to decrease the contribution of the schools so that the schools are able to meet other capital needs.

4. Mark Force attended the meeting to assist in the review of other school requests:
 - *\$30,000 estimate for the costs relating to the installation of town sewer/water, including some funds for removing old septic systems.
 - *\$10,000 estimate for replacing carpet in HES office with VCT. All the mastic under carpet has to be removed before VCT can be put down. The \$10,000 request is based on an estimate Mark did last year.
 - *\$20,000 estimate to repair or replace the structural steel walkway at the Bromfield School which is rotting. At this time, Mark's plan is to sand blast the steel and use epoxy coated paint to preserve it. The underneath side of the planking is in good condition, so it can be flipped as an ongoing maintenance project. All the planking was pressure washed this year as a maintenance project. The planking is very thick and must be specially milled. Mark hopes to get some and keep it for repairs. After this work the walkway should be only a maintenance project, not capital.

*\$30,000 estimate to convert oil heat to gas at TBS; actual price is not finally determined. We are experiencing significant savings at HES as a result of switch to gas and increased efficiency. However, the savings may not be as significant at Bromfield where we already have a high efficiency dual burner. (Two years ago we replaced oil burner with a dual burner that can burn either gas or oil.) We will retain ability to burn oil as a backup fuel and could switch back to oil in the event of price changes. The capital request will be spent to install a gas line (in the process of getting a price from National Grid) and for engineering in the boiler room.

5. Keith reported that as a result of the School Committee's approval of the energy policies and plans at its November 15 meeting, there will be changes in the future years of the capital plan. Keith pointed out the need to synchronize between HEAC and the School's five year capital request summary and requested that the Superintendent set up a meeting with HEAC.

6. The Energy Committee is requesting \$100,000 (less any grants and rebates) for HES energy monitoring system. The Energy Advisory Committee will attend the Dec. 2 meeting. Keith requested that school administration representatives meet with the Energy Advisory Committee in advance of that meeting.

7. To prepare for the 12/2 meeting, all members should all read the documents we received from the energy advisory committee in advance of the meeting.

8. The Library is requesting \$20,000 for an emergency generator. No one from the library was present to explain the request. Tim Bragan reported that, because of the lack of generator, the pipes in the library would have burst during the ice storm if we had not been able to rent a generator. We discussed the possibility of the project being funded by the Library Trustees.

9. Debbie reported that she discussed with Chris Ashley the possibility of doing the water system upgrades at the time of the sewer system installation. This issue was raised at our November 4 meeting. Chris reported that the water system upgrades will be an alternate in the sewer system bids.

10. Tim will ask Lorraine to upgrade us on the status of last year's projects at the December 2 meeting.

11. Peter reported that he will meet with the officers of the Fire Department will meet to discuss the proposal the Chief submitted for the brush truck, and we should get an update on that for the December 16 meeting.

12. Peter also reported that he is meeting with Ed Baron who is developing a financial plan for the ambulance. They have already spent \$13K for a power stretcher, and they are about to spend over \$20K for a computerized software system for reporting incidents as they happen. (This is a state requirement). They also plan to purchase a 25K cardiac monitoring device in 2015, if they get paramedic approval.

13. Debbie said Park & Rec has nothing for 2012. Requests for future years are not ready yet.

14. The attorney general approved the bylaws regarding the funding of the Capital Fund from ATM.

The meeting was adjourned at 9:30.