

Town of Harvard Capital Planning Investment Committee
Minutes of Meeting
December 16, 2010, 8:00 a.m.
Town Hall

Members Present: Cindy Russo, Keith Cheveralls, George McKenna, Debbie Ricci, Peter Warren, Tim Bragan.

1. The minutes of December 2 were accepted as corrected.
2. Chris Ashley gave the Committee an update on the town center sewer project. Design work is essentially complete. A process is now underway with DEP and the state revolving fund trust which will lead to a contract to loan the town \$2 million dollars which will cover construction expenses. (Design funds are not included but most of the design has been completed.) Chris anticipates final negotiations next week and hopes to go out to bid in January or February, so we could have actual construction numbers available by Town Meeting. (There were “circuit breakers” in the Town Meeting approval which, if not met, may require additional Town Meeting Approval.) The financing rate is 2%.

Chris noted that there are opportunities to save money on the town’s planned water improvements by combining the work so as to utilize the same street openings. The intention is to include this as an alternate in the bid process to determine the cost so that it can be brought to Town Meeting.

Of projected \$2 million project cost, the Town would carry \$895,000 of debt. We would incur large portion of this expense even if the project were not pursued because of the costs to bring the current system into compliance. Chris believes that the Town will be responsible for about 45% of the operating costs when the project gets established, depending upon when and how many private users participate. Hopefully the work will be done this summer or fall.

We are assuming a cost of \$30K to connect four buildings (Town Hall, Hildreth House, the Fire Station and the old library) approximately \$7,000 per building. This includes the tank system (\$1500) and the decommission of the existing septic.

3. Municipal Buildings – Ron Ostberg and Marie Sobalvarro reported that there has been a workshop looking at programming and an analysis of the buildings, and they have done benchmarking studies that look at costs of similar projects. These reports are still in draft and are not available to us yet.

They do have schematic plans. The Municipal Buildings Committee believes (1) that buildings should stay in civic use, which is its main recommendation (2) COA should remain in Hildreth House, which will allow for expansion and maintains a town center location. Hildreth House does not have good access or a large room.

The Old Library is more questionable; current proposed use is a cultural center. The Committee will propose that the “pilot project” continue for a year and see if a non-profit

could be established to at least pay for the operation and maintenance of that building after renovation.

Cost estimates are \$9 to \$10 million, including soft costs, for all 3 buildings. The project will include infrastructure changes including making green space between Town Hall and the Congregational Church and building a new parking lot in front of Hildreth, next to Town Hall. There is a lot that could be broken off of the Hildreth House site and sold for about \$275K. In addition, they might allow a developer to put some housing units at Hildreth House to help pay for the project. Hope to get grants (green buildings), block grants, CPC. Philanthropy is another possibility.

The Committee will propose to start with full design of Town Hall and schematic design of Hildreth. Hope to save money on Town Hall project by getting it out to bid soon, so want to speed up the project. Town Hall includes addition of approximately 4000+ (less than 5000) square feet.

Schematic design cost for Hildreth is estimated \$25K to \$30K. The Hildreth project includes inside rehab, including sprinkler and construction of “pavilion”, site work to build parking lot, and elevator to second floor.

The Committee Requests that we include \$300K for design money in this year’s capital budget. We will plan to meet with them on January 27 to try to firm up numbers and answer questions and will devote entire meeting to this project.

4. New Meetings were scheduled for Jan. 20 and Jan. 27, both at 8:00 a.m.

5. Debbie reported that the CPC has not yet voted on any proposals. The proposals which were submitted and are under consideration are:

- a. \$200,000 request for the Affordable Housing Trust
- b. \$7,000 for document preservation at Fruitlands
- c. \$27,000 for document preservation for Town of Harvard
- d. \$100,000 for Town Hall restoration. This item had further discussion – see below
- e. \$73,750 for continue construction of the Storm Water Management Facilities

There were a few other requests submitted, but they were rejected by the CPC as the request did not fit into any of the CPA criteria.

\$100,000 for Town Hall restoration: Last year CPC gave Historic Commission \$100,000 (out of a \$200,000 request) for Town Hall renovations, with the understanding that it would be spent on things that had to be done and would not be undone, primarily relating to the building envelope. To date, none of this money has been spent; \$13,000 has been committed for an architect to study where water infiltration should be addressed. CPC has been asked for an additional \$100K for next year.

6. The meeting was adjourned at 9:30.

