

Capital Planning and Investment Committee

1 November 2012

Present:

George McKenna (Chair), Debbie Ricci (Vice Chair), Keith Cheveralls, David Kassel, Marie Sobalvarro (Clerk), Lorraine Leonard (Finance Director)

Meeting opened at 8:00 a.m.

Cursory review of submissions vs. prior year plan

- Overview of the DPW request of 1.8M
- Roadway improvement plan for next three years at 250k/year
- Review of Park and Rec request for both the playgrounds and the Ann Lee.
- Q re. the Fire Department estimate of 750k, and ladder truck (safety issue) pushed out to 2017
- Cable Committee request for School Department – still TBD.
- No additional questions for non-school municipal needs

Calendar updates

Possibly changing the CPIC meeting schedule to Wednesday mornings.

George will update the calendar, possibly shifting the meeting times to 2nd and 4th Wednesdays at 8:00 a.m.. Keith states that his priority is the superintendent search.

Discussion of BAN and Bond numbers

Bonding numbers inclusive of the roll-up of multiple vehicles from FY12, and inclusive of the pumper truck which was revoted at ATM

Committees to be invited for follow-up questions and review:

DPW, Fire, Schools & HEAC, Town Administrator, Library

Next scheduled meetings

November 14th, 8 a.m. with Fire

November 28th at 8:00 a.m., with Sewer, Water Department, all DPW

December 13 (Thursday) at 7:00 p.m., Schools, Cable and Energy

In preparation for upcoming meetings, there was agreement to compile questions in advance. Questions are to address department's submission for FY14 and the successive years, in order to increase accuracy of what's being presented and improve effectiveness of meetings.

Overview of the School's Capital Requests (presented by Keith Cheveralls)

- The only item still to be reviewed (for approved submission) is the School lunch vehicle
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- The increase in the Pond Road parking lot (from 75k to 140k) is per a revised plan, estimate from Rich Nota
- K Wing renovation in FY16 for \$4.3M. In FY14, there's a request for an engineer to review the scope of this project, and there needs to be coordination between the energy requests for the K-wing and the proposed renovation. The \$4.3M is just to replace the KWing (1 level); the estimate is derived on the basis of square footage.
- Not included on this plan for FY14 is anything for the Bromfield House. Since acceptance by the Town (1980), the structure has deteriorated. Addressing the 300k in deferred maintenance triggers code compliance, which is estimated to be 750k. Should the building be sold, there is a stipulation that the monies from the sale would be used for educational purposes.
- Q regarding ongoing programs for projectors, computers, classroom furniture listed on the Capital Plan: what's the thought behind that? KC: The thought behind that is b/c we now have Connelly in the district, we have had a complete review of the facilities and what's required.
- The plan as shown is not the entire complete capital plan, as there's technology and other items funded by the revolving funds and other sources.
- Question regarding the overall Capital Plan for the schools, versus what was submitted to CPIC. "The schools have a primary CP, which is everything, including items under \$10k, curriculum materials and an acknowledgement of technology depreciation especially related to the district's three year technology plan.. What we have here are items at first pass, that we felt CPIC could fund The three year technology plan was funded from positive variances in FY12 operating budgets as well as Devens revolving funds. Keith will arrange for the complete capital plan for the schools to be sent to all CPIC members,

Overview of next steps:

- Nail down a debt picture for Capital items
- Look to Finance Committee for possible operating overrides which may be needed in the future.
- Determine a funding source for ongoing Capital.

Question regarding the balance of the Capital Committee and Investment Fund will be clarified by Lorraine. The ongoing debt funding for capital item is shown on the plan.

Meeting adjourned at 9:00 a.m.(5-0)