

**Town of Harvard Capital Planning and Investment Committee Minutes  
January 2, 2014, Public Safety Building**

Members present: Keith Cheveralls, Debbie Ricci, Marie Sobalvarro, Alan Frazer, David Kassel, and Tim Bragan

The meeting was called to order at 8:20 a.m. The purpose of the meeting was to list and discuss the capital projects scheduled to be rated by the CPIC for FY 2015.

Debbie noted that it was not clear whether the \$32,000 requested by Rich Nota, director of Public Works, for an Asset Management program included funding for a planned evaluation of the town's fire ponds. The town approved a \$50,000 engineering study for the fire ponds for the current fiscal year. Tim said he would check with Rich on that matter.

Given the fact that the fire pond engineering study had still not been done, the Committee decided to defer the Fire Department's request for an additional \$50,000 to repair the ponds until FY 16.

The CPIC discussed the Fire Department's request for \$20,000 for a feasibility study of refurbishing the Central Fire Station. It was agreed such a study would be of use to the Board of Selectmen in deciding whether to move forward with the project.

There was also discussion about an agreement between the DPW and the School Department that the DPW would provide a used van for use by Chef Paul as a school lunch vehicle. This would enable the School Department to drop a request for approval of \$30,000 for a new school lunch van.

There was also discussion of a second agreement between the DPW and School Dept. that the DPW would provide the schools with a used one-ton truck for snow plowing and other uses. This would enable the School Department to drop a request for approval of \$60,000 for a new, one-ton truck. In return, the CPIC agreed to move up a DPW request for approval of \$70,000 for a light duty dump truck from FY 17 to FY 15.

The CPIC next agreed to remove projects to sand and paint exposed steel at the Bromfield School (\$22,000), sand and resurface the gym floor (\$12,000), and maintenance of the town's water storage tank (\$10,000) from the capital plan, as all three of those projects appear to be maintenance and not capital projects. The projects will instead be proposed as small warrant articles at the Annual Town Meeting.

There was discussion of a plan to purchase a new ambulance for \$300,000 in FY 18. Marie said the ambulance crew does not appear to have a savings plan sufficient to fund the purchase of the vehicle, and noted that the Board of Selectmen has requested cash flow data from the crew. The crew has yearly expenses of approximately \$150,000.

There was also discussion of the planned \$1.95 million project to renovate the science labs in the Bromfield School. Both Marie and Debbie wanted to know whether it would be possible to separate planned ventilation improvements for the labs from the rest of the renovation work. Keith said an engineering study by GRL in November determined that it would not be possible to consider the ventilation work separately.

The CPIC also questioned whether the design of the science lab could be funded prior to the funding for the actual construction. Keith said these questions would have to be raised in a School Committee meeting scheduled for January 13.

Keith said his plan was for the CPIC to present its fully rated five-year plan to the Finance Committee on February 8.

A motion was made and seconded to adjourn the meeting at 10 a.m.

Minutes respectfully submitted by David Kassel