

**Town of Harvard Capital Planning and Investment Committee Minutes  
January 9, 2014, Public Safety Building**

Members present: Keith Cheveralls, Marie Sobalvarro, Alan Frazer, David Kassel, Tim Bragan, and Lorraine Leonard

The meeting was called to order at 8:20 a.m. The minutes from December 19 were approved as amended.

The purpose of the meeting was to apply the CPIC's rating matrix to capital projects listed on the capital plan for FY 2015.

Keith noted that the School Committee was scheduled to act on the following Monday on a number of School Department-related capital items on the CPIC rating sheet.

Tim said there has been agreement between the DPW and the School Department that the DPW would provide the schools with a used one-ton truck in July and then with a used van or Chef Paul. Lorraine said the agreement on the van is contingent on Town Meeting approval of \$70,000 for a light duty dump truck in FY 15 for the DPW.

Marie said she is concerned that the ambulance squad's five-year capital plan is unsustainable, given the rate of operational spending each year. Lorraine noted that the ambulance squad has a roster of some 78 people, but not all of them are active in responding to emergency calls.

The CPIC's voting members proceeded to rate projects on the matrix with the exception of the DPW one-ton truck, the Hildreth House renovation, and the Bromfield School Science Lab upgrade. Questions remained about those three projects. They will be rated at the next CPIC meeting scheduled for January 16.

Keith noted that other tasks remain before the CPIC, including:

1. Preparation of the Committee's annual report, due Jan. 24.
2. Preparation of written CPIC recommendations for all items on the capital plan for FY 15, due by Feb. 1 for inclusion in the Town Meeting warrant booklet.
3. Recommendations for long-term sustainability of the Capital Stabilization Fund, due to the Finance Committee.

A motion was made and seconded to adjourn the meeting at 9:30 a.m.

Minutes respectfully submitted by David Kassel