

**Town of Newbury
Capital Planning Committee Meeting
Thursday June 14, 2012, 7:15AM Town Hall
Meeting Summary**

Members present: Bob Connors (Chair), Kathleen Pearson, Frank Wetenkamp, Frank Visconti and Chuck Bear, (liaison to Board of Selectmen) Tracy Blais, (Town Administrator)

1. May 10th meeting summary:

May 10, 2012 Minutes was unanimously approved as written.

2. Town Administrator's report:

Director of facilities (DF), Sam Joslin updated the committee on upcoming building improvements at Town Hall regarding paving, curbing and landscape replacements. Once again the community has volunteered to assist the town performing these tasks and the record should reflect that the retaining wall and granite curbing installation was performed by our DPW crew. The exterior survey RFP's have been completed for the Library and Round School and preliminary results report that actual cost for performing identified tasks (survey) will be approximately 50% of the projected cost presented to Town Meeting. DPW barn improvements are underway due to community volunteers, the 2 bay garage replacement is proceeding, foundation excavation has been completed, foundation forming is underway, AIA drawings completed and exterior framing contractor has been selected. The record should reflect that all of the labor for the above-mentioned tasks has been donated; the Town is providing the concrete and framing lumber only.

The committee voted unanimously to accept and recommends scope of work as identified.

The Sam continues to identify and prioritize FY13 projects that address corrective maintenance and preventive maintenance tasks and continues to develop maintenance management programs that correspond to the number and age of its facilities. Flood control project for the Middle Road area identified.

3, Review capital facilities & equipment inventory list;

The committee reviewed the current status and condition of the Newbury Police Department's HQ. provided by Bob Connors. Committee unanimously accepted the report and recommended copies be forwarded to Board of Selectmen and the newly formed Public Safety Site Selection Committee which has been tasked with examining NPD options.

4. Review status of previously approved projects;

No action required at this time.

5. Review current capital project requests for equipment or facility improvements:

No action required at this time.

6. Review "Project Priority list";

No action required at this time

7. Update of Approved Projects by Town Administrator/department head;

. No update or action required at this time

8. Review CIP Planning Schedule;

No action required at this time

9. Review current Debt Policies for CPC projects;

BOS has been presented with current draft of II & III and has taken this matter under advisement pending review.

9. Other Business;

Bob Connors updated the committee regarding a recent seminar he attended at the request of the Town Administrator presented by "*Efficient Gov 2012*" regarding *PILOT (Pay-in-lieu-of-taxes) Programs entitled "A Path to New Revenue from Tax Exempt Organizations"*. Connors provided the committee with a detailed report which summarized Boston's *PILOT Task Force initiatives as well as Chair of Boston's PILOT Task Force Stephen Kidder's briefing for review and consideration. Committee recommended that copies be forwarded to the Board of Selectmen and the newly formed "Pilot Task Force" for review.*

10. Next meeting date;

August 9, 2012

11. Adjourned

6-14-12 meeting adjourned at 8:05 a.m.

Respectfully submitted,

Bob Connors,