

CIAC Meeting

11/20/17

DPW Building

Present: Susan Asbedian-Ciaffi, Jamie Gossels, Mark Howrey, Tom Travers, Jim Kelly

Not Present: Susan Abrams, Michael Cooper, Joe Scanga

Chairman Mark Howrey, following acknowledgement of a quorum, called the meeting to order at 7:05 pm

1. Report from last week's SFPCCF30 meeting (Strategic Financial Planning Committee for Capital Funding; attended by Tom Travers and Sue Abrams):
 1. Dan Carty elected chair
 2. Created a timeline for completion of milestones related to capital projects, working backward from May Town Meeting:
2 critical time points:
 - late March/ early April Joint meeting of CIAC, FinCom, Selectmen
 - January 31: Warrant articles to be submitted

Timeline for CIAC

 - Nov. 15-list of initial projects
 - Dec. 15- information about free cash, debt service coming off the books, debt service capability, effects of capital exclusions
 - Dec-Jan. discuss projects (likely CIAC will meet with each department chair twice)
 - Final decisions by early Feb., initial report mid Feb., final report end of Feb.
2. Review of CIAC role, current projects:
 1. We provide recommendations to Selectmen and FinCom
 2. Selectmen and FinCom provide recommendations to Town (CIAC won't submit recommendations for the warrant)
 3. This year 26 projects less than or equal to \$50,000 totaling ~\$1,000,000. May be funded by \$600,000 in free cash, \$413,000 in Town Manager's capital budget of Operating Budget. We won't officially review and debate but Jim will send us Form A's.
 4. This year 13 projects > \$50,000
3. FY19 Projects for our review:
 1. Overview
 - DPW: 6 projects
 - SPS: 2
 - LS: 1
 - Fire 1
 - Selectmen 1
 2. Schedule will review as Form A's ready
 3. Projects (including initial cost estimate)
 - Fairbanks Community Center Design up to \$2,000,000

Hired consultant for another feasibility study.

Meeting on Dec. 6, 7 with consultant; hopefully will bring options and committee will decide

Plan to cap total cost at \$20,000,000; initial request of 10% to see if town support.

Actual town meeting request may be less depending on what committees decide to do.

Form A should be ready after meetings with consultant

- Dutton Road Bridge Replacement \$1,100,000

No Form A yet; new project for everyone

Total cost is \$1.1 million but portion will be paid by state. We have to appropriate full amount but actual cost should be less, depending on funding

Not sure if Chapter 90 funds or separate, specific funding

- SPS Playgrounds \$1,070,482

This is request for all remaining (3) playgrounds; \$ request may have to be updated.

May decide complete project over several years, difficult to do over one summer.

SPS school committee supports completing asap.

Possibility of grants to offset some of cost

Form A complete (in current form)

- Loring Parking lot \$600,000

Design phase in process; not sure when it will be completed

No Form A yet (need estimate from designer)

- Replace Cutting Turf Field \$500,000

Not sure if this project will be requested this year? TBD

- New Ambulance \$295,000

Form A complete; Ready to review

Not sure what will happen if new fire station not approved

- Poured in Place at Haskell/SMILE \$250,000

Form A complete; Ready to review

- Noyes School Fire Alarm Replacement \$222,000

Want to be sure to remove old system

Consider requesting design \$ in spring, fund project in fall

Won't install until summer 2019

Timing/ amount of request TBD

- Bucket Truck \$180,000

New vehicle-hasn't been on the list in the past

Plan to eliminate private contracting for tree cutting, need bucket truck to do in-house

CIAC would like to see business plan

- Swap body truck \$140,000

Didn't buy last year

- Miniexcavator \$100,000

- New pickup truck \$80,000

- LS Phone System \$69,560

4. No letter from Town Manager this year

5. Tentative meeting plan

- Receive Form A's by Dec. 11
- Dec. 18: meet with DPW, Fire Dept.?
- Future meetings in Jan. TBD
- CPC: not sure if CPC will fund any projects; all eligible projects have applied to CPC

Meeting adjourned at 8:45

Respectfully submitted,
Jamie Gossels
Acting Clerk