

# **Capital Planning and Investment Committee**

## **\*\*\* FINAL Minutes \*\*\***

**June 1, 2021**

Voting Members Present: John Seeley, SusanMary Redinger, Alice von Loesecke, Nate Finch

Absent Voting Member: Teresa Jardon

Also Present: Tim Bragan, Dr. Linda Dwight, Jared Mullane, John Osborn (The Press), and Paul Green

Meeting called to order at 10:09AM by Mr. Seeley.

No public commentary was provided until later in the meeting as noted below.

Minutes were approved or amended for the following meetings –

December 10, 2020 – unanimously approved as submitted on a motion by Ms. Redinger, second by Ms. von Loesecke

February 16, 2021 – unanimously approved as submitted on a motion by Ms. Redinger, second by Ms. von Loesecke

March 2, 2021 -- unanimously approved with several amendments on a motion by Mr. Finch, second by Ms. Redinger

We discussed the DPW Director's request to replace the Town's 2009 brush chipper which was damaged in April. The cost of the new model is \$57,795 and Mr. Kilhart intends to cover this cost using his \$40,000 FY22 small capital budget plus proceeds from an insurance claim on the damaged brush chipper. This request was unanimously approved on a motion by Ms. Redinger, second by Ms. von Loesecke.

Mr. Seeley updated last year's project approval letters to reflect the capital projects approved at the Annual Town Meeting on May 15. These letters were forwarded to the committee for review, and on a motion by Mr. Finch, second by Ms. Redinger, the letters to Schools, DPW and Fire were approved as submitted. Mr. Seeley will update DPW's letter to reflect our decision on the brush chipper and forward the letters to Julie Doucet for release this week.

Mr. Seeley also updated the FY23 Capital Request Form and cover memo, forwarding these to the committee for review last week. After a brief discussion confirming no changes were needed to the request form, we agreed to delete the need for a hard copy submission referenced in the cover memo. Mr. Seeley will forward these two documents to Julie Doucet for release on August 10 to kickoff the start of the FY23 capital plan.

Mr. Seeley informed the committee he has not requested reappointment to the Finance Committee so they will be appointing a new CPIC representative in the near future.

As public comment, Paul Green urged our committee and the broader Town leadership to move to a 20 year capital planning horizon, making the planning horizon consistent with the typical debt repayment schedule for large projects. He believes this will be a good reminder to all leaders of major capital needs and timing, and may become even more important if the Town assumes Devens responsibility in the

future. Mr. Seeley reminded Paul of his similar request about three years ago to our committee. In response at that time, we added a 6-10 year timing column to our capital planning charts to begin capturing these longer term needs (two currently identified on our schedule are a new fire station and roof replacement at Bromfield school).

Since this committee will not need to meet again until early-October after the FY23 requests are submitted, we approved unanimously a process to approve and post the minutes from this meeting so the Town's website will be current. Mr. Seeley will prepare minutes in Ms. Jardon's absence and email them to the voting members. They will respond individually to Mr. Seeley with any changes or additions (per the OML), and he will take responsibility for incorporating the changes and submitting final June 1, 2021 minutes for posting on the Town's website.

Ms. Redinger moved, with a second by Ms. von Loesecke, to adjourn the meeting at 10:45AM, which was unanimously approved.

Respectfully submitted,

John Seeley