

CIP Committee
Draft Minutes
Wednesday, July 16, 2014
6:30 pm

Meeting called to order at 6:30 pm in the Fire Station Meeting Room

Present: Steve Felton, Ingrid Heidenreich, Kendall Hughes, Susan MacLeod, David Toth
Also Present: Paul Branscombe, Library Trustees Mardean Badger, David Ruell, Alice Staples,
Librarian Sara Weinberg; Norm DeWolfe, Fran Newton

1. Town Office: Paul Branscombe asked if the Town office improvements were to be removed from the spreadsheet: Projected for 2015: Window replacement: \$60,701 quote from Ashland Lumber includes labor, \$47,826 for 11 custom windows from J. Ogden; Carpet: \$7,875. Lighting: \$8,775; replacing T-11's with T-8's ongoing. 2016, Heating and AC: quote from Century \$14,211 for boiler and \$8,200 for AC. Last inspection reported boiler still in good shape. Paul referenced the 2009 audit (report not located) that stated the windows should open due to poor air quality in the building. Town is due for another audit by the Dept. of Labor soon, so Primex did a pre-audit inspection. Paul and the BOS are discussing options to get this work done; putting it into the budget, as a warrant article and/or grants (with consideration of need for matching funds). USDA Rural grants/loans require matching funds and a level of ADA compliance for the bathroom. NCIC grants will be explored as they have no ADA requirements. GIS: Water & Sewer currently going through process of setting up with LRPC; Town will see how it can be used for the office. Put the \$75,000 in spreadsheet on hold.

2. Library: Update from May 21st: Have spoken with MVSb regarding funding, and met with CEO and realtor with Tri-Cap who indicated that there would not be a change in the cost. A separate building account has been established and they've started outreach with articles in the papers, added PayPal to their website and printed up donation forms to hand out. Kendall suggested a mailing as well. Mark Scarano was consulted who advised them to coordinate with other Town departments seeking grant options so representatives from CDBG, Rural Development, etc. could come at one time. All the numbers on the worksheet are the same. No other locations have come up so far, so what is timeline if Tri-Cap building is it? Could leasing be an option? The consensus of the Trustees would be to start a capital reserve through a warrant article for a library facility administered by the Library Trustees. Discussion of amount acceptable to voters settled on \$50,000 (\$.21 on tax rate). It would be better to put it through the BOS than as a petitioned article so it would not be an added on expense. It would be more appealing if other funding was obtained.

3. Review of Submitted Spreadsheets: Dave incorporated a tab into the spreadsheet that links the worksheets into it. There is also a link to the pertinent minutes, making it a brilliant one-form-tells-all tool. Steve and Susan will supply all the electronic worksheets Dave does not yet have to complete the entries. Currently still to come: Park & Rec. Dept. dredge and fill numbers. SAU update on boiler and lines and projects completed or funded.

4. Minutes of June 18, 2014: Motion by David to approve as written. Ingrid noted to add John Hughes to list of attendees, then seconded as amended. All in favor.

Next Meeting: August 20, 2014, 6:30 pm at the Fire Station..

7:49 pm: Susan Motioned to Adjourn; second by Ingrid. All in favor.

Notes by Susan MacLeod