

# Capital Improvements Committee Meeting Minutes

## First Floor, Carnegie Library

One Avenue A, Turners Falls MA 01376

Wednesday, February 1, 2017

Meeting opened at the Carnegie Library at 3:00 PM. Present for the business meeting were Capital Improvement Committee (CIC) members Fred Bowman, Don Valley, and Greg Garrison, and Town Administrator Steven Ellis. A walking tour of the library building was led by Library Director Linda Hickman and two members of the Library Trustees, David Harmon and Nancy Crowell.

### Library Walkthrough

Linda Hickman led the committee on a comprehensive tour of maintenance and building issues, pointing out areas of concern for consideration by the board. This included roof, pointing, drainage, and access concerns; as well as a variety of internal building conditions ranging from public restrooms, to HVAC, to mold remediation, to accessibility, and a host of other issues. The CIC took this information under advisement and reflected its appreciation of the opportunity to conduct the tour.

### Review and approval of minutes

- Mr. Valley moved to approve the minutes of January 17, Mr. Garrison seconds. Motion passes 4-0.
- Mr. Valley moved to approve the minutes of January 25 with a correction to a passage in those minutes expressing interest in discussing a possible bylaw change to reduce the the CIC from a seven to five person board. Notes had suggested a reduction to a three person board. Mr. Garrison seconds. Motion passes 4-0.

### Motions to recommend FY18 capital improvement requests to the Finance Committee

- The board elected to hold on voting on the matter of recommending the \$75,000 DPW Discretionary project funding request until they have an opportunity to review and discuss the FY17 expenditures. Steve will request this information from DPW.
- Mr. Valley moves to recommend the DPW's request for a One Ton Dump Truck (\$76,000) to the Finance Committee. Mr. Ellis seconds. Motion passes 4-0.
- Mr. Garrison moves to recommend the DPW's request for a Flail Mower (\$110,000) to the Finance Committee. Mr. Valley seconds. Motion passes 4-0.
- Mr. Ellis moves to recommend the GMRSD's request for Electrical Upgrades at Hillcrest School (\$80,000) to the Finance Committee. Mr. Garrison seconds. Motion passes 4-0.
- Mr. Garrison moves NOT to recommend the GMRSD's request for Two Water Heaters at Sheffield School (\$25,000) to the Finance Committee. Mr. Valley seconds. Motion passes 4-0. The committee suggests GMRSD review options to reduce the cost of this project and resubmit.
- Mr. Garrison moves to recommend the DPW/WPCF's request for funds for Lining & Cleaning Sewer Lines on Avenue A (\$385,000) to the Finance Committee. Mr. Valley seconds. Motion passes 4-0.
- Mr. Garrison moves to recommend the WPCF's request for funds for a Feasibility Study for a Final Clarifier Upgrade (\$85,000) to the Finance Committee. Mr. Valley seconds. Motion passes 4-0.
- Mr. Garrison moves to recommend the WPCF's request for funds for Repairs or Replacement of WPCF Oil Tanks (\$80,000) to the Finance Committee. Mr. Valley seconds. Motion passes 4-0.
- Mr. Garrison moves to recommend the WPCF's request for a new WPCF Utility Truck (\$48,500) to the Finance Committee. Mr. Valley seconds. Motion passes 4-0.
- The board elected to hold on voting for a recommendation for the allocation of \$200,000 in the WPCF Capital Stabilization Fund until speaking with Carolyn Olson who recommended the article on behalf of the WPCF.

**Discussion of possible change of bylaw to reduce membership of the CIC to 5 members**

Brief discussion ensued regarding the potential benefits of requesting the Town Meeting alter current town bylaws to reflect a five member CIC as opposed to the present seven. Additional discussion occurred regarding the committee's interest in outreach and recruiting, but the remaining practicality of a five person bylaw.

**Meeting adjourned at 5pm**