

CAPITAL FACILITIES PLANNING & BUDGETING COMMITTEE  
PRELIMINARY DRAFT

Meeting Minutes

Thursday, April 25, 2013, Tracy Hall - Multipurpose Room

**This set of minutes has not been reviewed or approved by the Committee**

**Members Present:** Ed Childs, Neil Fulton, Tom Gray, John Lawe, Evan Pierce, Barry Rotman and Tom Sterling. **Absent:** Richard Stucker

**Others:** Linda Cook (arrived 8:11 am and left 8:59 am), Andy Hodgdon and Steve Leinoff

Tom Gray, Chair, called the meeting to order at 8:01 am.

1. Review of Agenda. No changes were made.
2. Public Comments. None.
3. Question Concerning Committee Membership. Gray said that Lindberg has expressed the opinion that voting members of the Committee should not be Selectboard members. Gray would like to consult with VLCT and the Vermont Secretary of State on this. Fulton said that historically Selectboard members have been on committees and that he does not see the necessity for seeking VLCT's or the Secretary of State's opinion on this. Gray expressed his intention to move ahead with consultation. There was some further discussion where it was mentioned that Joshua Durst is no longer a member of this Committee since he is no longer a Finance Committee member.
4. Responses to RFP for Public Works, Fire and Police Facilities Studies. Fulton would like to bring this before the Selectboard at their May 8<sup>th</sup> meeting. He provided the Committee with a draft of his memo to the Selectboard. Fulton is recommending retaining BreadLoaf Corporation. The Town received six proposals from the RFP and Banwell Architects, BreadLoaf Corporation and Scully Architects were interviewed on April 4, 2013. The team interviewing the three firms consisted of: the Town Manager, Andy Hodgdon, Steve Leinoff and Doug Robinson. The team agreed that strong public support was needed and that the firm chosen needed to sell their product in their presentations. The three firms were evaluated using the criteria of: their presentation, understanding of the project, responsiveness to RFP, experience with similar projects and the project team. Pierce said the Committee needs to make sure the process is ironclad and suggested an independent review. After quite a bit of discussion regarding this point, the Committee agreed by consensus that they could not make a decision until they had read the Banwell and Scully proposals. Fulton will distribute those proposals by email. The Committee will meet on May 1<sup>st</sup> at 7:30 am to further discuss.
5. Update on Communications System Upgrades. Fulton said that Murphy Sullivan Kronk would be filing the pre-application Notice either today or tomorrow. This notice needs to be filed at least 45 days in advance of filing the 248a application. The expectation is to receive the Certificate of Public Good in late August or early September with a goal of having the tower operational in December. The Selectboard voted last night to proceed with a 10-year bond for the \$275,000. The Town should receive the money in August and is self-financing until the money comes in. The temporary tower to keep the grant will be located at the Public Works

building and should be turned on at the end of July. There followed some discussion of the Selectboard's decision to not pursue private activity bonds.

6. Update on Pool Dam Replacement. Representative Cheney set up a meeting with Commissioners where the Town made their case for a permit. The Commissioners are having internal conversations now, but no decision has been reached. The Pool will not be done for this summer. A design has been chosen but the ladder choice has not been determined.

7. Meeting of Committee Representatives with Selectboard. Gray said that Cook raised concerns about the Committee not meeting the expectations of their charge. Gray would like to go back to the Selectboard with a response. Childs said that a majority of the Selectboard understands that the Committee is not short cutting the process and is working on generating a good report. After some discussion, the Committee agreed to look at the charge once again and work on revising their timetable at their next regular meeting.

8. Future Meetings. Not set except for the special May 1<sup>st</sup> meeting.

9. Review Minutes. None available.

10. Adjourn. The meeting adjourned at 9:11 am.

Nancy Kramer, Secretary

Tom Gray,  
Chair

**Future Meetings:** Wednesday, May 1, 2013 @ 7:30 am