

Capital Improvement Planning Committee

Senior Center – 76 Oakland Street

October 18, 2022 – 7PM

MEETING MINUTES

(approved 12/6/22)

Committee Members Present: Sarah Raposa, Karen Nowicki, Nicholas Fair, and Darren Laforest

Committee Members Absent: Brett Fagan

Call to Order: At 7:01PM, Ms. Raposa called the meeting to order.

Fall Town Meeting (November 14, 2022)

Ms. Raposa noted that the committee has not received any specific requests for lighting for the pickleball and tennis courts. However, she noted that the Select Board noted a potential \$210,000 request, which would be paid out of free cash.

FY24 Capital Plan (5 Year Plan)

• Review Capital Planning Process

Ms. Raposa noted that the plan is not currently final, as the schools and the IT projects are not part of the current plan.

• Department Liaisons

Ms. Raposa noted that each CIPC committee member will be serving as a liaison with various town departments to facilitate focused discussions regarding “asks” from the CIPC budget in anticipation of the town meeting.

Ms. Raposa also noted that project numbers, project details, and fiscal year information would be helpful information for each committee member to seek from their designated department heads.

Ms. Nowicki noted that some of the “asks” on the existing documents may have already been addressed, such as the solar panels and carpet replacement.

Ms. Nowicki also noted that she is a member of the Facility Review Committee, which is currently working towards releasing Phase One recommendations for the fall town meeting.

Meeting Schedule

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| ● 11/1 | ● 11/29 | ● 1/3 |
| ● 11/15 | ● 12/6 | ● 1/17 |

Minutes for Approval (8/30/22) - Ms. Nowicki motioned to approve the meeting minutes of 8/30/22; Seconded by Mr. Fair. The Vote: 3-0-1 (Mr. LaForest abstained)

Open Discussion – General discussion about the CIPC process

Motion to Adjourn: Ms. Nowicki motioned to adjourn the meeting at 7:56 pm; Seconded by Mr. Fair. The Vote: 4-0