

CAPITAL IMPROVEMENT PLANNING COMMITTEE Minutes of Meeting December 2, 2013

The Committee met at 2:00 pm in Town Hall Room A and adjourned at 4:00. Chairman Erin Battistelli presided. Present were Town Administrator Linda Sanders, Selectman Eliza Lucas, Town Treasurer Carrie Arnaud, Town Accountant Roberta Josephson and Finance Committee members Bill Wagner and June Michaels. DPW Director Joe Parisi, Tim Olson DPW Commissioners Bruce Reed and Jim Gardner also attended.

Minutes

Bill Wagner moved, Eliza Lucas seconded and the minutes of November 2th were approved.

FY2007-2014 Open DPW Projects

There is a substantial backlog (over \$5 million including water and sewer) of open projects some of which were funded from Free Cash and some borrowed for (see spreadsheet). "Active" needs to be divided into more categories to indicate which projects are actually under way, in planning or design phase, out to bid, etc.

Town Hall A/C - quote received for wall mounted slim line units to replace window units. These can be moved to other sites if Town Hall is renovated. They contain heat pumps and cost more than window units so there is a FY2015 request for an additional \$25,000.

Town Hall Annex IT Space - construction will start this winter.

Fuel Monitoring Equipment - prior appropriations of \$90,000 are mostly spent and \$2,000 is requested for FY2015 for automatic usage and leak detection.

Library Fire Escape Replacement , \$75,000 - on hold. Consensus of Committee was that this project, which is a public safety issue, **should not be held** for update of Master Building Plan. The same is true of other small urgent building projects, for which appropriations have already been made, such as repairs to Central Fire Station and Pigeon Cove fire Station. Planning for non-urgent building projects is waiting for the updated MBP.

Asset Management system is on hold until selection of architect for update of MBP to avoid duplication of effort in gathering and recording data on building conditions.

Benches and Trash barrels, balance \$32,230 - project should be completed this spring prior to tourist season. DPW labor is required to make concrete pads for benches.

Harbors - White Wharf design is out to bid. Pigeon Cove breakwater is awaiting FEMA funding. Pilings \$40,000 not yet spent: last summer's work drew down the balance in the Harbormaster account for this purpose. Long Beach seawall design is on hold for recommendations of sediment study, for which the design has been contracted. \$33,977.300 balance in \$50,000 appropriation for LB sidewalk repair. None of \$10,000 for railings spent.

Army Corps of Engineers should make repairs to Bearskin Neck breakwater next year.

FY2007-2014 Open Water Projects

Cemetery water lines, \$10,000 is on hold due to questions about use of trust fund. Roberta and Joe will confirm if this is an appropriate funding source.

Pigeon Hill standpipe, \$514,929 appropriated to date, \$150,000 requested for FY2015 to replace it with fiberglass-lined tank requiring less painting and maintenance.

Water Needs Assessment was on hold pending Flat Ledge Dam litigation, engineer has now been hired.

Bedrock Wells, \$561,167.48 balance will all be required for constructing pump station. An additional \$150,000 is requested for FY2015 for power line (see 12.4.13 minutes)

FY2007-2014 Open Sewer Projects

I and I will go out to bid soon.

Old Garden pump station - engineering is done, work is done, will be billed soon.

Dock Square pump station - engineers are working on design.

FY2015 Capital Requests - General Fund

DPW Facility \$6.6 million is DPW's top priority. The design for a pre-fab metal building housing the garage, vehicle storage space, offices, carpentry shop, break room and showers is based on using the same site after demolishing the existing building and used the current equipment and vehicle list (no room for growth?) It represents an increase in storage space from 8000 to nearly 20,000 square feet and reflects the costs designers had from other towns' actual projects. If the Forest fire department were moved (where?), that would provide more space for vehicle storage.

On December 4th Joe Parisi said he would seek estimates for two separate buildings - one for the garage and vehicle storage, one for shops, offices and break room.

Road Improvements, \$200,000 Chapter 90 funds (balance only about \$30,000) have in recent years been insufficient to cover more than few projects per year and no major improvements. The Town has 34 linear miles of public roads. Joe Parisi will prepare a 5-year plan for roadwork so that the CIPC can plan how much to fund each year.

Millbrook Meadow - to date \$60,000 appropriated from General Fund, \$100,000 from CPA and \$60,000 received in a grant. Design has been contracted and will take 8 months. June asked if further appropriations can be postponed until design is completed, and if dredging can be completely separated from rest of request.

Old Rockport Harbor dredging - \$68,000 for design, \$600,000 for dredging in FY2016, includes 20% contingency for contaminated mud or other problems. The benefit of

maintaining this small harbor in working condition is that it is a historic part of Rockport's downtown area, but not, however, designated as a historic site. Its use for recreation may qualify the project for some Community Preservation funds. Linda Sanders is pursuing a Seaport grant.

Barrier Beach Management Plan for \$50,000 will include Long Beach, Back Beach, Front Beach and Old Garden Beach. NOTE: only the first two are actually barrier beaches.

Beach rake and tractor, \$50,000 - removing seaweed and trash is currently done by hand.

Front end loader, \$152,000 cost is based on one quote. The committee asked for more specifics on the age of the present vehicle and the urgency of replacing it now.

Locust Grove cemetery shed (Note: the cemetery is located in Gloucester) \$12,000 - use funds in Sale of Lots reserve. Only the interest revenue from the Perpetual Care Fund is available for appropriation - not the principal.

GPS equipment - shared expense with Water and Sewer as GPS can be used to locate pipes, storm drains, etc. accurately.

Community House painting - quote for \$69,000 to paint and replace entire building. Only front side of building was done thoroughly (sanded to the wood, bad wood replaced) as part of restoration project. \$20,000 would allow for scraping, fixing and painting one side.

MBTA lot repaving. We anticipate state-owned portion will be paved after electrical upgrade (also after drainage problems are fixed?)

Long Beach seawall. Jim Gardner believes we should carry \$12-30 million for "infrastructure" but Committee would like specifics on what that means.

Upcoming Meetings

Wednesday December 4, 2 pm - D.P.W., Water, Sewer

Monday December 9 - review and prioritize requests

Monday December 16 - finalize recommendations to Board of Selectmen

The committee may schedule additional meetings as needed, including meeting with bond counsel.