

West Newbury Capital Improvements Committee Meeting Minutes

Meeting date & place: 7:30 PM, April 4, 2024 First Floor Hearing Room and Zoom

Members Present: Judy Mizner, Rick Parker, Elisa Grammer, Paul Niman, and Ross Capolupo (via phone/zoom), Ex officio, Town Manager Angus Jennings.

Call to order 7:30 pm

--Discussion of project rankings and final report to Select Board

The Committee discussed the revised report to the Select Board, which Ms. Mizner had changed to reflect her rating of the River Road consulting item based on the newly received written discussion of that article.

Mr. Parker moved, Mr. Niman seconded, and the Committee voted unanimously to authorize Ms. Mizner to change the draft to remove reference to the Middle Street Bridge article (which has been removed from the warrant because an alternate funding mechanism would be used), to update the rankings in accordance with Ms. Mizner's updated rating of the River Road project, and to send the final report to the Select Board.

-- Review and approve Minutes from previous CIC meeting

Deferred

-- Other business --

Extension of sunset provisions for certain projects

Mr. Jennings said that the town meeting warrant contains housekeeping provisions to extend the sunset dates for certain capital projects including the \$600K authorized in a prior town meeting for the Middle Street bridge, funding for the Soldiers & Sailors memorial, and three other items that are in process but need extra time beyond the originally set sunset dates.

Page School study

In response to Ms. Grammer, Mr. Jennings said that the Town received a draft of the study of Page School costs from the consultants in January. Because this was received in the midst of preparation for town meeting, staff has not had a chance to consolidate the comments and return them to the consultants. He added that he had assured the Finance Committee that the Page School investments proposed for this town meeting will be needed no matter the outcome of that study.

Ms. Grammer said that she has two comments based on the consultants' preliminary presentation last fall. The final report needs to 1) provide a really thorough explanation of tipping points, in which repair of one system can trigger significant investments to modernize other aspects of the facility, and 2) include a very serious look at ongoing costs such as heating costs for an uninsulated 90K + sq ft building that serves only a few hundred students—and how that would work as we defossilize to meet climate change objectives.

Schedule next meeting

The Committee agreed on May 2 (subject to the date chosen for the River Road Municipal Preparedness Planning Forward event) for the upcoming meeting to review Committee processes and standards. It was also agreed that the meeting will address

- *The litmus test*
- *The Select Board's questionnaire to the CIC*
- *Criteria/ standards for CIC consideration (or not) of engineering and consultant studies that may lead or relate to capital investments in tangible assets*
- *The deadlines/ timeframes for consideration of and reports concerning capital assets eligible for CIC review*
- *Interaction with the Finance Committee, including CIC reports to/ coordination with the FinCom to avoid duplicative reviews of proposed investments*

Ms. Mizner noted that changes relating to some of these items may require bylaw amendments. Mr. Jennings said that a review of deadlines make sense, including the deadlines that would require an infeasibly early determination of capital investments before fall town meeting. Mr. Capolupo, the CIC's FinCom representative, urged consideration of means to avoid parallel reviews of the same items at both the CIC and the FinCom.

Adjournment 8:04 pm

Meeting Documents

Draft CIC report to Select Board

Meeting packets provided by Town Manager

Litmus test

Respectfully submitted

Elisa Grammer