

Capital Improvement Planning Committee

Minutes of the January 27, 2021 (Zoom) Meeting

The meeting was called at 6.30 pm.

Members present: Andy Wyatt, Rodney Richard, Paul Schumann, Theresa Lofgren, Vianna DiGristina and Jan Pieter van Voorst van Beest.

Guests: Andy O'Brian (Select Board member), Dick Clarke (Road Commissioner)

The Roll call was conducted by Rodney Richard as Andy Wyatt (the chair) was not available yet.

The minutes of the January 6th meeting were approved as amended. At this time the Chair, Andy Wyatt, joined the meeting.

During the public comments Andy O'Brian stated that a new Committee for Economic Development and Sustainability was being formed and that the members of the CIPC committee would be invited to join.

The new committee member Vianna DiGristina was welcomed to the committee.

At this point (6.45 pm) Jon Morris (Head Select Board member) joined the meeting.

Dick Clarke then explained to the committee his views on the need for a purchase of a front end loader. He stated that the estimated cost is expected to be \$180,000. By using a new front end loader for work currently done with the backhoe, his expectation is that this would extend the life of the backhoe by at least five years. He also stated his preference to the purchase of a new loader versus the consideration of buying a used piece of equipment. The committee debated the advantages of new versus used as well as different possibilities for financing. Paul Schumann stated that a straight purchase would have an undesired impact on the spreadsheet and that it would be preferable to find ways to keep this cost off the spreadsheet either by exploring the possibilities of leasing, bonding, or other ways of financing . Jon Morris expressed his doubt for the need to acquire a new loader.

Andy Wyatt asked Dick Clarke if he would research some more finance options and present those to the committee during the next meeting.

Next point of discussion was the Mallett Hall assets. There are two issues that have to be resolved. Currently Melissa Henes is waiting to get proposals and estimates for the cost of addressing the sound problem in the DeWitt room. Jon Morris stated that there is no need to have this information available for this year's budget and that this will probably be addressed for the next budget.

The committee will also need more information on the status and estimated costs of eventual maintenance and repair of the elevator. Could replacement of the sensor software be delayed and for how long? An elevator inspection has been scheduled and it is expected that Andy O'Brian will have more information on this during the next meeting.

Information from the Maine Bond Bank obtained by Melissa Henes recommends that the Bond Interest rate of 5%, that the committee is currently uses, should be changed to 3%. Paul Schumann made a motion to make this change. The motion was seconded and then unanimously approved by the committee.

During the open discussion Rodney Richard brought up the matter of designated funds and how left over funds should be administered and controlled. As an example the funds designated for the Poland Road Multiplate Engineering Study were used. Paul Schumann explained that in this case the issue was caused by a misunderstanding and miscommunication and that future problems with this type of funds would be avoided with better communication.

It was decided that Dick Clarke will present different finance options for a front loader purchase at the next meeting . The Mallett Hall elevator cost and the Sweetser Rd Bridge issue will also be on the agenda.

The next meeting will be scheduled for Wednesday, February 3rd at 6.30 pm.

The meeting was adjourned at 8.05 pm.