

CIP Committee Meeting

Minutes

September 20, 2017 4:00 P.M.

City Manager's Conference Room

Present were: Mayor John Hollar, Councilor Justin Turcotte, Councilor Dona Bate, Sue Allen, Todd Provencher, Dan Groberg, Arne McMullen, Tom McArdle

1) Call Meeting to Order

The meeting was called to order by Tom McArdle at 4:04 pm

2) Approve Agenda

The Mayor moved to approve the agenda, Justin seconded, the motion carried unanimously.

3) Review and approve November 30, 2017 meeting minutes

Dona moved to accept the Minutes of the November 30, 2017 meeting, seconded by Justin, the motion carried unanimously.

4) Review FY18 buildings and grounds CIP budget:

- Review modifications needed to accommodate unplanned repairs to City Hall.
- Review proposed use for recreation feasibility study funds.

Staff presented the committee with an update to the 2018 budgeted capital improvement plan funds for fiscal year 2018. While budgeted items were planned in November of 2016, more immediate concerns had occurred requiring modification to the budgeted plan to address a roof leak and basement moisture issue at City Hall as well as repairs to the staircase at the Recreation Center. A list of completed and deferred projects was reviewed.

Discussion then ensued regrading issuing a Request for Proposal (RFP) for a feasibility study of the Recreation Center. The study is intended to review the current building needs of the existing facility as compared to investing the funding in a new facility that may better serve the

future needs of the city. The current facility will require a significant investment to bring it into compliance with all applicable laws in addition to the improvements identified in the Capital Needs Assessment report.

After a lengthy discussion, it was determined the funds in the CIP should remain intact for possible repairs pending the results of the study. Staff will provide all existing available data to the consultant when selected.

The Mayor proposed a motion to retain \$30,000 within CIP pending results of the feasibility study and to fund the feasibility study with up to \$15,000 of existing fund balance from the Recreation Fund and up to \$15,000 from the Senior Center Fund. Todd moved to approve the motion as presented, seconded by Justin, the motion carried unanimously.

5) **Other business**

Justin indicated he looked forward to seeing the updated pavement condition index this year after all of the work that has been completed.

6) **Set time for next meeting**

The next meeting will occur during the budget process in November.

Adjourn

There being no further business, the meeting was adjourned at 4:55 pm