



## Capital Planning Committee

Date: Thursday, November 30th, 2023  
Time: 5:00 – 7:00 PM  
Location: Town Manager's Conference Room

### Minutes

Attendance: Jose Farias, Darrel Harmer, Alex Magee, Timur Kaya Yontar, Chris Moore, Julie Wayman, Vaden Broaddus, Ida Cody, Jonathan Haughton (arrived at 5:51), Joe Solomon, Joseph Barr

Not in attendance: None

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**Meeting Opened:** Chair Chris Moore called the meeting to order at 5:07 pm.

**Approval of Minutes:** The minutes from the November 16, 2023 meeting were reviewed. Alex Magee made a motion to approve, which was seconded by Darrell Harmer. The motion passed unanimously.

**Public Comment:** None

**Ethics Certification:** Alex Magee reminded members to complete their ethics certification. Alex will be reaching out to the Town Clerk to verify completion in the near future.

**Schedule of Future Meetings:** The next CPC meetings are scheduled for 12/7, 12/21, and 1/4 (tentatively).

### Project Review:

**Fire Remaining Items –** The Fire Subcommittee shared responses to questions from the CPC. The lifespan of the Jaws of Life is 10 years and the new unit is battery powered. The ambulance is used as a rescue vehicle which necessitates a larger vehicle with a higher cost. The fire truck costs will be adjusted to incorporate a 4% inflation rate, which will reduce their costs in the plan. The SCBA unit may be grant funded, but this will not be determined until the year prior to purchase. CPC should carry the cost until grant funding is known.

**IT Items:** The request for network switches was reviewed. These switches add function and capacity. They are purchased through a state contract so pricing is negotiated.

**Planning Design Funding:** The committee discussed the use of design funds as it pertains to supporting townwide goals. There was a suggestion to have DPW and Planning coordinate to ensure that road and sidewalk work is implemented in a way that aligns with the strategies and outcomes listed in Connect Arlington. Alex Magee will follow up with the DPW and Planning leaders to discuss.

**Review of Item Scoring Process and Outcome:** The committee reviewed the scoring process and discussed projects with low scores. This generated a list of projects for removal and a list of projects for further discussion.

**Early Look at FY2025-2029 Capital Plan:** We will have estimated borrowing costs and a complete list of Keeps/Sweeps prepared for our next meeting on 12/7. Based on current requests, there is not a large discrepancy between the FY2025 capital requests and the FY2025 budget.

**Ad-hoc Working Groups:** The working group assignments are as follows.

- Town Meeting Report: Chris, Timur, Alex, Gail
- Definition of Capital: Chris, Vaden, Alex, Darrell
- OpEx/Capital Relationship: Timur, Julie, Ida
- Large Projects: Joe S, Alex, Jonathan
- Software: Chris, Gail, Alex

**New Business:** Joseph Barr, the CPC appointee to the Artificial Turf Committee, will participate in the first committee meeting on 12/5. Timur has been made aware of a potential request for funding of the Foot of the Rocks project which is in the range of \$1M.

**Meeting Adjournment:** Joe Solomon made a motion to adjourn, which was seconded by Timur Yontar. The meeting adjourned at 7:00.