

**Capital Planning Committee
Meeting Memorandum
November 14, 2002**

In attendance were:

Steve Andrew *
John Bilafer
John FitzMaurice
Charles Foskett, Chairman
Nancy Galkowski *
Dave Kale
Ruth Lewis*
Anthony Lionetta
Barbara Thornton

* Denotes those not in attendance.

1. **Building Capital Needs Study:** Dave K provided a draft to the CPC of a Capital Needs Assessment and Strategic Plan for the Community Safety Building. This report represents the first to be done on several Town owned buildings. This assessment was performed by On Site - Insights for the Building Maintenance Committee. It provides a program for care of the building with related cost expenditures over the next 20 years. It is being reviewed at this time by the Committee members.
2. **Police Requests:** The Sub Committee (Dave K, Barbara T. and John F.) reviewed Police requests and provided a written report summarizing their recommendations. It was noted that Chief Ryan has been successful in securing grants. (over \$246,700 in FY03 and a projection of \$439,000 in FY04). Proposed Plans (with and without an override) were provided to assist the CPC in its deliberations.
3. **Safety Support Requests:** The Sub-Committee reviewed Safety Support Requests and provided a written report summarizing their recommendations. Tony L. raised a question on whether the Mall Lights should be folded into the town-wide street lighting program in that all streetlights are now owned by the Town. This question will be brought to the Fire Department. Other discussion highlights follow.
4. **Repeater:** The system for Police and Fire communication includes a repeater located at the Park Circle Station. If this were to fail it would impact communications in this area of Town. While still operational, there is concern by the Fire Department that it is nearing its useful life. CPC noted concerns over replacing it before it needs replacement. Also, it seems as though we should hold-off on this cost (\$34,000) and fold it into the upcoming Fire Station Replacement Project. Lastly, there is a feeling that this technology should be reviewed by the IT Committee. Also along this line, it was suggested that some expert advice be solicited from knowledgeable sources in Town. The Sub-Committee will follow up on this.

5. **Underground Fire Alarm Systems:** Charlie F. raised a question on the condition of the building fire alarm system that was installed in the seventies. Updating of this system does not appear in the plan. Here again the Sub-Committee will bring this issue up with the Fire Department.
6. **Fire Requests:** The Sub-Committee reviewed Fire requests and provided a written report summarizing their recommendations. On the Jaws-of-Life request (\$25,000), additional information was requested including, how many do we presently have (1 or 2). If we have 2, why do we need to replace one, even though presently they both work. If one becomes non-operational, we have the other, plus we have mutual aide as an additional back up. Relative to the Park Circle Station, the CPC is of the opinion that if a non-override version of the Capital Plan is developed, this request should be on the table for discussion and possible movement to a future year.
7. **Symmes' Reuse:** Charlie F. reported that the Public Hearing on the Reuse Alternatives has been rescheduled to early January.
8. **Meeting Adjourned.** Next scheduled meeting is 11/21