

Capital Improvement Committee
MINUTES
Tuesday, January 12, 2021 at 4:30 p.m. via Zoom

1. Roll Call (Town Manager): Ed Henningsen, Pam Mondschein, Sam Scott, Megan Zotara, Dana Lee
2. Discuss Architectural Services Estimated Cost & Discuss a (New) Realistic Timeframe for the Study/Voter Approval
 - a. \$35,000 in the current budget is only for civil engineering costs. Another \$85,000 is needed for architectural fees. The RFP has not been sent out to architects as the funds are not available now. The Town Hall Reserve has \$80,000 which could be used, but some of that has been delegated already.
 - b. DECISIONS
 - i. Dana Lee will determine this week the amount available from the Town Hall Reserve
 - ii. The RFP and RFQ will be sent out with updated due dates and noting that only partial funding available with the rest being paid as part of the architectural fees once the total is approved.
 - iii. Make the \$85,000 requests as a separate proposal from the CIP budget.
3. Select Board Advised of Eliot Police Department Needs
 - a. Dana updated the Select Board of the work that has been done on the Police and Fire Departments building and potential needs to be done in the 2022 – 2023 budget season.
 - b. DECISION: A professional will be sought to evaluate the age, efficiency, preventative maintenance, and life span of the current system and the estimated cost of a recommended replacement heating system.
4. Reviewed Proposed CIP Budget for 2021-2022
5. Other CIP Projects/Questions
 - a. Skating Park Pavilion – The Skating Park is popular and a pavilion would be appreciated. The estimated cost is \$25,000. The state funds have \$6,000 still available. Dana's CIP Plan requests \$19,000 in the upcoming budget, but he hopes that local businesses may provide some of the remaining \$19,000.
6. Ed made a motion to adjourn the meeting at 5:30 p.m. and Pam seconded with unanimous approval.