

Capital Improvement Program Committee
Meeting of November 14, 2018
Library meeting room Upper Level

Committee members attending:

Chairman Bill Vrooman, Bo Fehl, Greg Thornton, Maura McGroarty

Committee member absent:

Ewell Hopkins

Also attending:

Robert Whritenour, Town Administrator; James Monteith, Wastewater Facilities Manager; Marc Drainville and Anastasia Rudenko, Consultant and Engineer from GHD; Todd Alexander, Harbormaster; Andrea Figaratto, Head of Circulation at the Library; Marney Toole, Library Board of Trustee member; Megan Farrell, Oak Bluffs School Principal

Meeting called to order at 3:03pm

New Business:

Review of Capital Program Submissions

Wastewater The committee heard from Jim Monteith, Wastewater Facilities Manager and Marc Drainville, GHD consultant. The department is asking for three projects: TWMP/CWMP Design Initiation, Hazard Mitigation Design (Duke's PS) and Infiltration/Inflow Study Fiscal Sustainability Plan. The TWMP/CWMP Design Initiation will need to be funded by the town at \$1,000,000. The funding for the other two projects will be a combination of grant money and retained earnings. If the grants fall through, the department will resubmit the requests to CIP for 2021. The committee asked the department to stay in touch regarding plans and updates on their projects. The department suggested a 20 minute presentation at a future CIP meeting. There is a presentation on the wastewater's website that the committee can look at in the meantime for more details. The town administrator announced that the Wastewater Commissioner couldn't attend this meeting but would like more dialog in the future.

Marina The committee heard from Todd Alexander, harbormaster. The department is asking for two projects: East Chop Landing Wall and Jetty Extension Design. Mr. Alexander asked the committee if the ambulance fund could help with funding on the landing wall. The committee responded that there is nothing available in that fund. The main jetty coming into the harbor is

going to require a lot of grant money. They did already apply for two but didn't get either. The jetty extension design request for \$30,000 is just for the drawings. The department will need another \$80,000 for drawings and drift study. So the request for \$30,000 really becomes \$110,000. Ms. McGroarty mentioned that last year's actuals ended up being higher than the submissions. The committee suggested that Mr. Alexander reapply for the Conservation Preservation Grant for next year.

Library The committee heard from Andrea Figaratto, Head of Circulation as Allyson Malik couldn't attend. The department is asking for three projects: Meeting room furniture in the downstairs meeting room at \$15,000, Parking lot lighting at \$15,000, and an AED machine for \$1,500. The meeting room furniture is too heavy, and not easy to move or store. The chairs are uncomfortable and difficult to store. There are 8 tables and 50 chairs that need to be replaced. There are plans to repurpose the old furniture. The department would also like to see new or improved lighting in the parking lot area. They feel that it is a hazard to employees and voters. The committee suggested that the library talk to Chief Rose to see if they can help get a grant and/or the cost down for the AED machine.

School The committee heard from Megan Farrell, Oak Bluffs School principal who first thanked the committee for their support on the roof project. Ms. Farrell shared with the committee her CIP submission request. The department is requesting three projects (two of which need to be moved from the FY19 column on the submission sheet): Intercom at \$90,000, Fire Alarm at \$150,000, and Telecommunication at \$36,000. The intercom system is the main priority as it does not currently work and in emergency type situations, staff wouldn't be able to communicate. The telephones need to be replaced, but there's a potential for a lease option. The fire alarm system also needs to be replaced, the distributor sensor system. All of these systems are so old that they can't be upgraded; they instead need to be replaced.

Selectmen The committee heard from the Town Administrator, Bob Whritenour on behalf of the selectmen, who spoke mainly on two projects requested for 2021. The selectmen are proposing to put in a Park and Ride on a section of property that is owned by the town adjacent to our waste management facility at the corner of Pennsylvania and County. The idea is to have off sight parking to supplement the downtown area when in the summer months it becomes too congested. The VTA would provide bussing because it's on their route. But if we invest a little more money, it could grow into us having our own service taking people back and forth to the downtown. The committee and town administrator discussed free vs paid parking in both the proposed new Park and Ride as well as the rest of the parking in town. The second request for 2021 is for half of the overall Streetscape Project. The North Bluff and Circuit Ave part of the overall project did receive funding in economic development bond bill. But for the second year in a row, the rest of the project was turned down by MassWorks. This \$955,000 request is comprised of three projects: Circuit Ave sidewalks which are in terrible shape, redo of Healy Square, and additional

parking on Lake Ave. The highest priority is Circuit Ave sidewalks. The committee discussed diagonal vs parallel parking options.

Other business The minutes were approved from 10/24. All in favor. The minutes for 10/31 and 11/7 were both approved with modifications, being to remove the “ ___ was dismissed” language, add a tasks or conclusions paragraph at the end of the Minutes to summarize tasks rather than including under each department, and to add into 11/7 minutes that Chief Rose can move the \$26K to 2021. The minutes for both 10/31 and 11/7 approved with those modifications. All in favor. Ms. McGroarty abstained from the voting on both minutes. The committee discussed the only department that they hadn’t heard from yet, and that’s the high school.

Conclusions/Tasks: Wastewater was asked to stay in touch with their progress and will come back for a presentation. The committee suggested that Mr. Alexander reapply for the Conservation Preservation Grant for next year. The committee asked Ms. Figaratto to ask Chief Rose for help with funding on the AED machine and also to consult with Ms. Malik regarding priorities on their submission list, ie why ADA doorway is not a priority. Selectmen will submit Park and Ride paperwork.

Future meeting of CIP is scheduled for:

Wednesday, November 28 at 3pm at the Library upper level meeting room

Meeting adjourned at 4:54pm

Respectfully submitted by Carrie Blair, Administrative Assistant to the Board of Selectmen