



**CAPITAL IMPROVEMENT PLANNING COMMITTEE MINUTES
FEBRUARY 25, 2019**

**TOWN CLERK
TOWN OF SANDWICH**

MAR 12 2019

**1 H 29 M P.M. ef
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**4:00 P.M.
Sandwich Town Hall
2nd Floor Auditorium Stage
130 Main Street
Sandwich, MA 02563**

Committee Members Present: Nancy Crossman, Dawn Wilson, Charlie Holden

Staff Present: Douglas Lapp, Assistant Town Manager

1. Convene Meeting

Ms. Crossman called the meeting to order.

2. Public Comments

None

3. Statements and Correspondence

None

4. Approval of Minutes

Mr. Holden corrected the minutes by adding an additional sentence at the bottom of page 1 - top of page 2 regarding his strong concurrence with Mr. Juros' comments. Ms. Wilson made a motion to approve the January 28, 2019 meeting minutes, as corrected. Mr. Holden seconded. The minutes were approved unanimously.

5. Old Business

Mr. Lapp gave an overview of the latest drafts of the FY20 capital budget. This included two capital budget options: (1) a complete list of everything that's recommended for FY20; and (2) a second list that reflects fewer items to be funded in the event that the acquisition of the property at 100 Route 6A is purchased and less capital funding is available. The committee members asked a number of questions about capital requests for DPW, Schools, Police and Recreation. Mr. Lapp indicated that he would follow-up with additional information at the next meeting, and that he may request to have representatives from the School Department attend the next meeting to explain their long term needs and plans in more depth.

Mr. Lapp then gave an overview of the latest information regarding the proposed acquisition of 100 Route 6A, including an overview of the executed "Offer to Purchase." There

was discussion about the capital budget's request for the document scanning initiative at the 16 Jan Sebastian Drive offices, and if that would help reduce the amount of paper that would need to move to 100 Route 6A, as well as a brief discussion about potential uses of the first floor of Town Hall in the event of the office consolidation.

Mr. Lapp also gave a brief overview of other pending projects, including the solar PV canopy and roof mounted projects at various town locations, and he responded to questions about the status of the Council on Aging's and Public Library's requests for funding for their respective projects.

6. New Business

Ms. Wilson asked about the status of a potential dog park in Town. Mr. Lapp explained that the Department of Natural Resources has been exploring potential improvements to Ryder Conservation Lands as a dog park, and that he would check for an update in the near future.

The next meeting will be held on March 11, 2019 at 4:00pm.

7. Adjournment

Mr. Holden moved to adjourn. Ms. Wilson seconded. Unanimously approved at 5:00pm.

Respectfully submitted,

Douglas Lapp, Assistant Town Manager