



CAPITAL IMPROVEMENT PLANNING COMMITTEE MINUTES
OCTOBER 29, 2018
(Approved on 11/26/2018)

TOWN CLERK
TOWN OF SANDWICH

NOV 27 2018

9 H 30 M A M
RECEIVED & RECORDED

5:00 P.M.
Sandwich Town Hall
2nd Floor Auditorium Stage
130 Main Street
Sandwich, MA 02563

Committee Members Present: John Juros, Nancy Crossman, Dawn Wilson

Staff Present: George Dunham, Town Manager; Douglas Lapp, Assistant Town Manager; Ralph Vitacco, Planning Director; John J. Burke, Fire Chief

1. Convene Meeting

Mr. Juros called the meeting to order.

2. Election of Chair & Vice Chair for 2018-2019

Mr. Juros nominated Ms. Crossman as Chair. Ms. Wilson seconded. Ms. Crossman was unanimously elected Chair. Ms. Crossman nominated Mr. Juros as Vice Chair. Ms. Wilson seconded. Mr. Juros was unanimously elected Vice Chair.

3. Public Comments

None.

4. Statements and Correspondence

None.

5. Approval of Minutes

None.

6. Old Business

Mr. Lapp gave an overview of recent municipal projects underway and/or completed. This included the recently completed Sand Hill School Community Center, formerly known as the Clark-Haddad Memorial Building, and the public safety complex at the corner of Quaker Meetinghouse and Cotuit Roads, which is scheduled to be complete in the spring of 2019. Mr. Lapp also spoke about the DPW's road and drainage work completed, and scheduled to be completed, as part of the road bond, including a reconstructed Boardwalk, which is still in the



design development stage. Ms. Crossman asked for a listing of roads that will be repaired by the DPW under the road bond, and asked if it could be posted on the Town's website.

Mr. Vitacco then gave an update on the Planning and Economic Development Office's efforts at marketing the future redevelopment of the Wing School. He gave an overview of what was approved at Town Meeting, and distributed a flyer and an advertisement that is being published in various New England real estate publications. He also spoke about the general approach to the marketing efforts, which has included several tours of the building for potentially interested developers. Mr. Vitacco said he hopes to potentially issue a Request for Proposals document in 2019.

Mr. Juros discussed his support for future municipal office consolidation in town.

7. New Business

There was discussion about the CIPC's future priorities, and the previously adopted Long Range Capital Plan, which Mr. Lapp said he would distribute at the next meeting.

Ms. Crossman asked about the Town's "total capital budget need." She asked about what ultimately does not actually get funded in the Town's annual capital budget. She asked for the CIPC to see more iterations of the capital budget before it gets to the Town Manager's final recommendation to the CIPC, including out-year requests if available from department heads. Mr. Lapp said he would share the initial capital requests from departments, and future capital budget iterations, with the CIPC at their upcoming meetings.

Chief Burke explained the Fire Department's requested ambulance purchase to be voted at the upcoming Special Town Meeting on November 3, 2018. He also discussed his plan for purchasing non-custom ambulances in the future, at lower-cost than the traditional custom units purchased in the past. There was also discussion about the Ambulance Fund balance, and the use of those funds. Mr. Juros made a motion to support the purchase of the ambulance requested by the Fire Department. Ms. Wilson seconded. Unanimously approved.

Ms. Wilson then asked about how the Fire Department is addressing the "Stop the Bleed" initiative. Chief Burke explained how the Department is covering this expense with grants and other funding sources, and said that the Department is actively implementing the initiative.

8. Adjournment

Mr. Juros moved to adjourn. Ms. Crossman seconded. Unanimous.

Respectfully submitted,

Douglas Lapp, Assistant Town Manager