

**Town of Newbury
Capital Planning Committee Meeting
Monday, November 23, 2015, 7:00 AM Town Hall
Meeting Minutes**

Members present: Larry Guay, Marshall Jespersen, Nick Orem, Frank Visconti and Tracy Blais

Absent:

In attendance:

Marshall Jespersen, Chairman, called the meeting to order at 7:00am

1. Review of meeting minutes:

The committee approved the meeting minutes unanimously on a motion made by Frank Visconti and seconded by Larry Guay.

2. Review of Submitted Project Proposals:

- **Police Cruiser Replacement \$38,000**
 - Committee requests an inventory of all police department vehicles to include; make, model, mileage
 - Chief or Deputy Chief will be invited to attend the next meeting to discuss
- **Newbury Elementary School Sidewalks & Curbing \$140,620**
 - Committee requests additional information regarding the other district towns and whether they are responsible for site costs and plowing
 - DPW Director will be invited to attend the next meeting to discuss
- **Byfield Grange Building Window Replacement \$17,950**
 - Committee requests a copy of the current lease agreement with the Byfield Community Arts Center (BCAC) and would like to see the BCAC bear the cost of the window replacement project, in addition, the Committee would like an update on the status of the existing septic system
 - Committee will compose a letter to be sent to the Board of Selectmen regarding this issue
- **Catch Basin Repairs \$100,000**
 - The Committee voted unanimously to approve this project request on a motion made by Nick Orem and seconded by Frank Visconti
- **Sander Replacement \$15,450**
 - The Committee voted unanimously to approve this project request on a motion made by Nick Orem and seconded by Frank Visconti
- **Dump Truck Replacement \$196,955**
 - The Committee requests an inventory of existing DPW equipment for discussion at the next meeting.

3. Action Items:

- **Marshall Jespersen will draft a letter to send to the Board of Selectmen regarding the BCAC.**
- **Tracy Blais will contact Triton to see if the other member communities are responsible for site repairs and snow plowing.**
- **Tracy Blais will contact the Board of Health to determine the age and condition of the septic system at the Byfield Grange building.**

5. Next meeting date:

Next meeting scheduled for December 17th, Town Hall, 7:00 AM.

6. Adjourned:

Motion: A motion was made by Frank Visconti and seconded by Larry Guay to adjourn the meeting. The motion was approved by a unanimous vote and the meeting adjourned at 8:00 AM.