

**Town of Newbury  
Capital Planning Committee Meeting  
Thursday, January 15, 2015 7:00 AM Town Hall  
Meeting Minutes**

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

**Absent:**

**In attendance:** Warren Manter

**Larry Guay, Chairman, called the meeting to order at 7:00am**

**1. Review of December 18, 2014 meeting minutes:**

**Motion:** A motion was made by Marshall Jespersen and seconded by Frank Visconti to approve the meeting minutes. The motion was approved by a unanimous vote.

**2. Manter Field Building Project**

Warren Manter provided the committee with an update on the proposed project.

**3. COA Van**

The Committee discussed the possibility of subcontracting out the van service to a vendor such as NRT or Salter.

**4. Ashland Questionnaire**

The Chairman briefed the Committee on a questionnaire that he had received from the Town of Ashland. No action was taken at this time.

**5. Project Rankings**

Each individual proposal was reviewed by the committee and discussed extensively for ranking purposed (see attached ranking totals).

**6. Action Items**

- **Sam Joslin** – provide the committee with the annual cost of cleaning fees by building
- **MBC** – provide committee with the approximate project design costs
- **Triton** – project approval by the committee is contingent upon gate receipts being applied against debt service
- **Harbormaster** – committee requests that fees are reviewed and increased for the FY 16 season
- **COA** – provide a maintenance log

**7. Next meeting date**

Next meeting scheduled for February 19th, Town Hall, 7:00 AM.

CPC to meet with the Board of Selectmen on March 10<sup>th</sup>, Town Hall, 7:00 PM.

**6. Adjourned**

**Motion:** A motion was made by Frank Visconti and seconded by Tracy Blais to adjourn the meeting. The motion was approved by a unanimous vote and the meeting adjourned at 8:15am.

DRAFT