

Carver Massachusetts

Town Buildings Study Committee Minutes

4/1/2013

Members Present: Roger Shores, Dan Ryan, Paul Duff, Steve Pratt
Also Present: Craig Weston
Absent: None
Meeting Start: 7:02 p.m.
Meeting End: 9:05 p.m.

Agenda

I. Committee Logistics

- a. Call meeting to order
 - i. Dan Ryan called the meeting to order at 7:02 p.m.
 - c. Meeting Minutes and Approval
 - i. Dan Ryan emailed the minutes from 5/5/2011 and 5/19/2011 from past meetings for review and approval at this meeting. The TBSC had not met since 6/6/2011, thus there were outstanding minutes to be reviewed and approved.
- **Motion Made:** Roger Shores motion to approve the minutes of 3/18/2013– seconded by Paul Duff.
 - No discussion, Passed (Steve Pratt abstained due to not being present on 3/18/2013)
 - **Motion Made:** Roger Shores motion to approve the minutes of 5/5/2011– seconded by Steve Pratt.
 - No discussion, Passed (Paul Duff abstained due to not being present on 5/5/2011)
 - **Motion Made:** Roger Shores motion to approve the minutes of 5/19/2011– seconded by Steve Pratt
 - No discussion, (Paul Duff abstained due to not being present on 5/19/2011)

II. Capture Notes and Discussions

- a. Activities and Events Since Last TBSC Meeting
 - i. None.
- b. Role of TBSC
 - i. The TBSC needs to clarify role and scope with the Selectmen.
 - ii. The TBSC needs to continue to focus support for the new Fire and Police buildings and make sure money is allocated each year.
- c. Status of TBSC Report
 - i. The Fire Station was originally recommended to start in 2014 based on the annual funding of the Capital Stabilization Fund. One option to analyze is utilizing the Wrap-Around (Town Hall / Library) Borrow as a mechanism to reduce the yearly bond cost for the Fire Station. In 2011, the estimated cost was \$9 million with a \$600,000 per year debt for 30 years.
 - ii. A Wrap-Around makes more sense to use toward the Fire Department Building now because we can make best use of it before it is no longer an option.

III. Planning

- a. Meetings with Town Boards/Officials

- i. The TBSC would like to meet with the Board of Selectmen on 4/23/2013 to clarify scope and goals for the next several months.
 1. Capital Stabilization Articles
 2. Fire Station Project discussion
 - a. Wrap-around strategy (\$278,000)
 - b. If 8 – 9 million interest 3 – 3.5%, 30 year.
 - c. Within levy limit, no tax increase, projected start date.
 - d. STM now to authorize the borrow
 3. School Building status
 - a. Currently would require a Debt exclusion
 4. Consultant to review building needs
- ii. The TBSC needs to plan articles for the next Special Town Meeting.
 1. When does warrant close for ATM (first or second Monday in June)
 2. Verify with BOS that Capital Stabilization Fund articles are included.
- iii. The TBSC met with Fire Chief Craig Weston to get an update on the status of the Fire Station condition.
 1. Condition and Status
 - a. Central Fire Station condition has worsened.
 - b. Facility is out of room – storage issues
 - c. Vehicles don't fit
 - d. Functional needs not met with current building.
 - e. Safety issues exist.
 - f. Computer and network issues exist.
 - g. Central Fire Station requires dispatching, training and meeting space.
 - h. Parking issues exist at current facility.
 2. Funding
 - a. Not aware of any grants
 - b. Capital Stabilization Fund mechanism is in place to move forward.
 - c. Could start in July, 2013
 3. Other
 - a. Housing ambulance service is not recommended for long term
 - b. Fire station modeled after Hudson facility with modifications

IV. Action Items

- Dan Ryan to continue to redistribute previous meeting minutes for review and approval at a future meeting. The final two 2011 meetings were joint meetings with other boards and committees.
- Dan Ryan to find out why the email itself was posted as a meeting notice versus the meeting notice document.

V. Next Meeting & Draft Agenda

- a. Next Meeting will be Monday April 8th at 7:00 p.m.
- b. Next Meeting Agenda

I. Committee Logistics

- a. Call Meeting to Order
- b. Meeting Minutes and Approval

II. Capture Notes and Discussions

- a. Activities and Events
- b. Review Personal Property New Growth
- c. Fire Station Funding Mechanism
- d. Roles and Responsibilities of the TBSC
- e. General discussion and planning
- f. TBSC Report

III. Planning

- a. Meetings with Town Boards and Officials

b. Other

IV. Action Items

V. Next Meeting & Draft Agenda

- Motion Made: Paul Duff made motion to adjourn, seconded by Roger Shores
- No discussion,
- Passed Unanimously

Next Planned Meetings: Monday, April 8th, 2013

Respectfully submitted by: Dan Ryan

Minutes approved by Committee on Monday, April 8, 2013