



Town Building Committee for BRS Capital Projects **Thursday, October 27, 2022**

Meeting Minutes

The following committee members were present: Sheila McCreven (BOS), Jeff Hughes (WBOE), Donovan Lofters (WBOF). The following were also present: Tony Genovese (Town Administrative Officer and Director of Finance), Lynn Piascyk (WBOE Chairman), Christine Syriac (WSD Interim Superintendent), Donna Coonan (WSD Director of Business Services/Operations), Andrea Weinstein (REC Commission Chairman), and Jim Franco (REC Department staff member).

Chairman Sheila McCreven called the meeting to order at 8:33am.

On a motion by Jeff, seconded by Donovan, the committee voted unanimously to approve the Oct. 13, 2022 meeting minutes.

The committee discussed the walk through of Beecher grounds and noted this was a helpful first step in prioritizing the components of capital project needs at the school.

The committee discussed the project timeline for different components and the associated deadlines for grant applications, as follows:

- **Dec. 1 and 6, 2022** – submission as part of the Annual Capital Budget requests (pay-as-you-go funding, budget hearing April 17, 2023, approval at ATM May 15, 2023, and work to commence beginning July 1, 2023)
- **June 30, 2023** – submission for school construction grant funding (notified by December 2023, work to commence Spring/Summer 2024)
- **2023 (date TBD)** – Submission for potential capital project bonding at Town Meeting or Referendum (work to commence date TBD)

Tony explained a general ‘rule of thumb’ that a capital budget improvement’s expected lifespan should match with the intended funding source length – so a project like roof replacement would appropriately be paired with bond funding that extends over a 20-year payback period, but an item that would not be expected to last that long should not be matched with a funding source that would continue past the expected life of the improvement. He also explained that any project for which potential grant funding is expected would require authorization of the full project cost and would begin with Bond Anticipation Note (BAN) short-term funding until the grant funds are received, then the remaining cost can be bonded.

At its next meeting, the committee will review a draft Request for Proposal (RFP) for Architectural and Engineering Services. A funding request will also be prepared for consideration by the BOS and BOF, augmented by funds that may be available in the WBOE operating budget for work up to the bidding phase. The WBOE Capital Budget request details will be shared with the committee. The committee also requested to REC that details of the pool use in its budget also be shared with the committee (costs and revenue associated with programs). Tony will ask for an estimate for tree work and any paving/millings that might be possible for the Town to contribute.

The committee noted that public input, especially regarding the pool component of the committee's charge, will be important to hear. Sheila will discuss this with Beth Heller to get her views on the best way to receive this input and also share this information with the BOS and BOF, which will ultimately consider all funding requests recommended by the committee.

Andrea offered to help explain to interested members of the public and the REC Commission how the committee is proceeding with consideration of the pool project and the potential funding timeline. Sheila noted that due to the increasing need for space for teaching and learning at BRS there has been interest expressed in locating a new wing of classrooms in the pool area if it is determined that this will be the best use of space. However, future BRS expansion will be the work of a different building committee; that is not part of this committee's charge.

Jeff requested that a date be determined for an interior walkthrough at BRS. BOS and BOF members will also be invited. It is hoped that this tour can take place prior to the Capital Budget meetings in early December.

On a motion by Jeff, seconded by Donovan, the committee voted unanimously to adjourn at 9:25am.