

Attendance: Tom Travers, Susan Ciaffi, Sue Abrams, Jim Kelley, Eric Greece, Michael Lane, Jamie Gossels

Absent: Mark Howrey

Liaisons: Chuck Woodard (Selectman) Jose Garcia-Meitin (Finance Committee)

- I. Meeting was called to order at 7:05 with a confirmed quorum.
- II. Motion by Susan Ciaffi to approve the minutes of the September 15 meeting as amended, adding clarification of the Open Meeting Law. Motion was seconded by Sue Abrams and minutes were approved as presented. 3 ayes, 3 abstentions
- III. Tom introduced Mark Howrey was to the committee members who were not at the previous meeting. He has served on other committees, including the School Committee in Maynard, where he lived before moving to Sudbury.
- IV. Schedule of Meetings:  
There was a short discussion about potential scheduling conflicts with Selectmen's meetings, which are on Tuesday nights. Jim will send a revised schedule to the committee in an effort to eliminate the conflicting dates.
- V. Liaison Assignments:  
Reports of each meeting are due on November 17. Please submit notes from each liaison meeting to Tom so he can include them in the agenda information for the November 17 meeting. There was a brief discussion about how to handle the meetings with the schools, since there are so many players.  
There was also a brief revisiting of a previous discussion on the value of the liaison meetings since there are presentations at our meetings. It was decided that, without the information being shared in advance, the presentations would extend the meetings to long.
- VI. Handouts:  
Tom distributed the following information:
  - 1<sup>st</sup> draft of the FY17 capital plan summary
    - Note that facilities requests are split between town and schools.
      - The security system request for the schools (carried over from last year) is under facilities now.
      - Some of the facilities line items also fall under other departments, such as fire, police, DPW.
  - 5 year plan from department heads
  - 5 year Strategic Finance Committee plan
  - Capital projects completion reportThese plans should be used as resources for the initial questions at liaison meetings.

VII. Town Hall:

There is no official report yet but the committee has determined that restoration is the best decision as retrofitting the building for offices isn't practical. The next step is deciding to what extent to restore it. The space is currently underutilized and the committee is examining various options for use of the first floor space. Except for the school department, all other office space is currently adequate. The need for school department space has resulted in a proposal to add a 9,000 square foot (\$4,000,000) addition to the Nixon School. It eliminates the additional building at the back of Town Hall, discussed earlier in the process.

The estimated cost of the restoration of Town Hall is \$5.7 million. This will get all systems up to code, restore a 500 seat auditorium, provide a new roof, windows, elevator and HVAC system. The current \$1,000,000 in the capital plan summary is a place holder, to be updated.

There was a brief discussion about the use of Town Hall and Loring Parsonage and the required funds for both projects.

The next meeting for the Town Hall Blue Ribbon committee is Monday, October 19 at 7PM at the Town Hall.

VIII. Free Cash:

There was a brief discussion about the actual amount in this account.

IX. Capital Plan

The Form A packets were distributed and it was noted that some projects in the packet were under the \$50,000 threshold but were deemed important to include as the committee moves forward.

X. Other items:

There was a discussion about the need to keep the public informed of our work and other committee's work, and to make sure that decision making is reflective of the larger community needs/desires.

XI.

Meeting adjourned at 8:55PM.