

Town of Concord
Capital Planning Task Force
Minutes
Nov 5, 2019
Selectmen's Hearing Room

Present: Cynthia Rainey, School Committee member; Dr. Laurie Hunter, School Superintendent; Stephen Crane, Town Manager; Kerry Lafleur, Town Finance Director; Jared Stanton, School Director of Finance & Operations; Todd Benjamin; Hugh Lauer; Terri Ackerman, Select Board member. Also present: Dee Ortner, Fin Com liaison; Karlen Reed.

Ms. Ackerman called the meeting to order at 5:05 PM on November 5, 2019. Each member introduced him/herself. After discussion, the committee voted to elect officers.

VOTED: To elect Todd Benjamin as Chair (Unanimous)

VOTED: To elect Terri Ackerman as Clerk (Unanimous)

Discussion of the Task Force Charge included the specific role of the Task Force, whether the 3 tiers are correctly defined in the charge, whether we need a Permanent Building Committee, what are Best Practices in other towns, what has worked in Concord in the past, and what projects were approved at the ballot in the last 10 years by Concord voters?

Ms. Ortner asked for information on specific capital projects. The group explained that our charge is NOT to prioritize this year's projects, but to develop a process by which capital projects can be prioritized in the future.

There was discussion of the Middle School project, and whether it might use up all our debt capacity. Mr. Crane opined that this project was a perfect example of cooperation between the Town and School, and that other projects will fit in the debt timeline in future years.

The next meeting will be held on Nov 26 at 5 PM at the same location. Chairman Benjamin will post the meeting and agenda, Clerk Ackerman will draft tonight's minutes for review and distribute a link to the 2002 Concord Capital Plan Report, Ms. Lafleur will research and distribute a recent history of debt exclusion votes in Concord,

Chair Benjamin also asked each member to reflect for our next meeting on the 3 burning questions that each of us has for this committee.

Under Public Comment, Karlen Reed recommended the Task Force update and utilize its page on the Town website. Ms. Ackerman also read a letter from Dorie Kehoe, who was unable to be present at this meeting. Ms. Kehoe's letter is attached to these minutes.

Respectfully submitted,
Terri Ackerman
Clerk, Capital Planning Task Force

From: dorriekehoe@comcast.net <dorriekehoe@comcast.net>

Sent: Tuesday, November 5, 2019 11:34 AM

To: Kerry Lafleur <klafleur@concordma.gov>

Subject: Capital Planning Task Force Meeting

Hi Kerry,

I am SO pleased that this committee is going to get off the ground this evening. I had hoped to attend as an observer, but my car decided to get sick and is now in the car clinic overnight! However, I am hoping that you will be willing to pass along my suggestion, below, at the Public Comment Period.

"Concord can learn from similar communities. I very **strongly** urge the Capital Planning Task force to reach out—from the very beginning—to other Towns which have a Capital Planning Group to ask for tips for success. With a short tenure, it is important that the Task Force make every week count. This Task Force is extremely important to Concord and we can do the job better if successful approaches are learned from other Towns at the very beginning."

Many thanks,

Dorrie Kehoe