

MINUTES
SPECIAL MEETING
PLANNING COMMISSION
DECEMBER 13, 2016 – 5:30 P.M.
TOWN HALL ANNEX – COMMUNITY ROOM 2

I. ROLL CALL

Regular members present: Pritchard, Steinford, Zod, Kane, Munn (6:00 p.m.)
Alternate members present: Fitzgerald, Tarbox
Absent:
Also present. Berry, Kilpatrick, Oefinger, Schneider
Staff present: Jones, Gilot

Chairman Pritchard called the meeting to order at 5:34 p.m. appointed Fitzgerald to sit for Kane.

II. ITEMS OF BUSINESS

1. Capital Improvement Program – Review and Recommendations

Oefinger thanked the Commission for reviewing the Capital Improvement Program (CIP). He noted that the request of \$3.7 million for FYE 2018 will have to be reduced. Last year, only \$700,000 capital reserve funding was used last year. He noted that one project that was not funded last year was the computer technology acquisition-software systems, but the town needs to move ahead with this project. He said staff is working with a consultant to develop the RFQ and needs assessment. Oefinger said he would like the Commission to include this in their recommendations. The town needs to get out of its downward spiral for funding, and invest in our buildings as it will cost more for maintenance due to lack of or deferred maintenance. He said Groton is a fortunate community, 147th out of 169 in terms of equalized mill rate, and needs to invest in capital improvements. Oefinger explained that about \$2 million has already been cut out of the program.

The Commission reviewed the projects which requested funding for FYE 18 with the Town Manager and the department heads.

Kane arrived at 6:00 p.m. and was seated as a voting member.

Detailed discussion ensued on the following projects.

3) C) Thomas Road Bikeway - Schneider said they are working on getting easements from the Ackleys. The final design should be done in November. The Commission discussed the path, and felt completion of this project should be a high priority.

Motion made at 7:05 p.m. to recess the special meeting until after the regular Planning Commission meeting scheduled for 7:00 p.m.

Motion made by Steinford, seconded by Tarbox. Motion passed unanimously.
The meeting resumed at 8:10 p.m.

7) B) Computer Technology Acquisition – Software Systems

The Commission spoke in favor of the project.

The Commission supported the following items as a high priority for the FYE 18 budget year.

- Thomas Road Bikeway
- Technology Infrastructure

The Commission also said they were concerned with that continually reducing the capital program by postponing or cancelling maintenance to town facilities will result in higher future maintenance costs.

III. ADJOURNMENT

Motion to adjourn at 8:17 p.m. was made by Kane, seconded by Munn, so voted unanimously.

Margil Steinfeld, Vice Chairman/Secretary
Planning Commission

Prepared by Debra L. Gilot
Office Assistant III