

**Present:** Johanna Boynton, Robert Grom, Laurie Hunter, Jared Stanton, Mary Storrs

1. **Call to Order.** Mary Storrs called the meeting to order at 9:00 AM and noted the meeting is being recorded.
2. **Introductions.** Those in attendance from the District Business Office, Concord FinCom, League of Women Voters, abutters, etc. introduced themselves.
3. **Elect Chair.** Johanna Boynton made a motion to elect Mary Storrs as Chair of the committee, seconded by Bob Grom. After discussion of scheduling, the motion passed unanimously.
4. **Reviewing Warrant Articles.** A Special Town Meeting (STM) in Concord will take place on October 1<sup>st</sup>. Laurie has been in discussion with Carlisle as to a Special Town Meeting there. The two STM articles have been worded as borrowing the funds for the various projects. The wording has been vetted by the Bond Counsel, Concord's Town Counsel, and the Finance Directors in Concord and Carlisle.

Ian Rhames offered detail on the two articles. The first one will address the capital projects that have already been identified – drainage improvements at the Lower Field, spray booth duct work, emergency shower repairs, and an ambulance cut to improve access to the nurse's office. The estimated cost for these projects is \$100,000.

The second motion requests \$200,000 to fund a design and engineering study, including cost analysis and feasibility of several potential campus improvements. Given the tight timeframe to develop the STM articles, the Business Office reached out to Nitsch Engineering to get an estimate of the cost of such a study and was told \$150,000 - \$200,000. To be conservative, the District chose to request funding for the highest amount. The Business Office will get three more estimates from other engineers this week to use as a gauge.

The goal of the design and engineering study is to evaluate all of the potential projects together so that moving forward with one will not preclude another project in the future. There will need to be a prioritization of all of the potential projects as part of this process. The Town authorities must be brought into these discussions early to understand some of the limitations on impervious surfaces, the water supply, etc. The Committee will invite some of these people to the next meeting.

5. **Determining Needs and Priorities.** The Committee discussed how to gather a list of the potential projects to be considered in the engineering study. The Campus Advisory Committee Report from Spring 2018 has a list of items, the Administration has a list (parking, paving, lighting, etc.), and the Concord town leadership has a number of items they would like to see completed. Johanna Boynton suggested the next step should be a planning meeting with the town departments to discuss things remaining on the campus that were promised to be completed but weren't.

The next meeting is August 14, 2018 at 1:00 PM with the town departments (assuming they can make it). For that meeting, Laurie will develop an inventory of all the potential projects to be discussed.

6. **Other Business.** Future meetings were scheduled as follows:

- Aug 14 at 1:00pm
- Aug 17 at 8:00am
- Aug 21 at 3:00pm
- Aug 30 at 10:00am
- Sep 5 at 4:00pm

7. **Public Comment.** Karlen Reed asked for a breakdown for the \$100,000 in the first warrant article. Laurie responded that rough estimates were: \$25,000 for drainage, \$30,000 for shower, \$20,000 for spray booth duct work, and \$25,000 for the ambulance curb cut.

Cynthia Rainey stated that there are constant issues around drainage; and questioned how drainage will be considered in the engineering study. The District is aware of the drainage issue on the lower field but will use the engineering study to ensure other issues don't arise.

8. **Adjournment.** The meeting adjourned at 10:15 AM.

Approved: 8/21/18