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ORLEANS TOWN CLERK

MINUTES

**LONG RANGE CAPITAL PLANNING COMMITTEE**

Tuesday January 9, 2024  
Nauset Room, Town Hall

The meeting of the Town of Orleans Long Range Capital Planning Committee was held in the Nauset Room at Town Hall at 1:00pm on January 9, 2024.

In attendance were: Tim Counihan – Chair, Roger Pearson – Vice Chair, John Ostman – Clerk and Alan McClennen - Member, Mihaela Miteva – Project & Procurement Director, Mefford Runyon – Select Board Liaison, Kim Newman – Town Manager, Mark Reil - Assistant Town Manager and Nick Athanassiou – Chair of the Finance Committee.

Call to Order

The meeting was Called to Order at 1:01pm by the Chair.

Public comment

Review and acceptance of minutes from 12/19/23 meeting

**Motion:** On a motion by John Ostman, seconded by Roger Pearson, the Committee voted 4-0-0 to Approve the meeting minutes of December 19, 2023.

Discuss revised minimum capital asset value for CIP

Reviewed CIP Policy Statement.

Consider new CIP minimum should be \$250k, capital items less than that would be planned through the Finance Committee.

Projects should have design and construction costs planned, but feasibility studies need not be in the CIP, however, need to resolve the necessary CIP place-holder in place to avoid the required ¾ TM vote for an unplanned project.

Criteria: Long Range Capital Projects

1. \$250k or greater
2. or borrowing for it
3. or non-recurring

Criteria: Use of Stabilization Funds

1. Recurring
2. \$25k or greater

**Action:** Propose changes to the CIP policy to the Select Board to reflect new criteria.

Review FY 25 5-year CIP for Approval

Mihaela reviewed the draft FY 25 5-year CIP. Committee used new criterion to segregate out major capital projects and develop secondary list of projects.

**Motion:** On a motion by the Chair, seconded by Roger Pearson, the Committee voted to Approve the FY 25 5-year CIP.

Review of CPC potential projects

Band Stand design moves to Culture and Recreation. Village Green Access Walkway moves to Library Project.

Items for future agendas

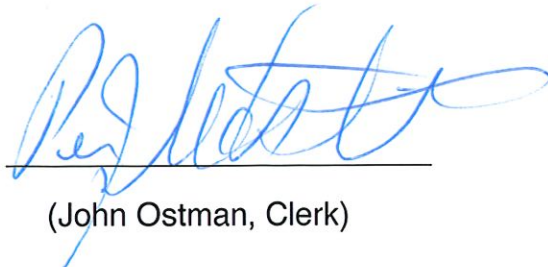
- Dept. Chairs review of Stabilization Funds (Next Meeting)
- Future Capital Plans (Next Meeting)
- Projects Committed to and Underway
- Workshop Meeting – Prep for Spring Town Meeting
- Regional Participation in Capital Projects
- Review Insured Assets

Adjourn

**Motion:** On a motion by Roger Pearson, seconded by Alan McClennen, the Committee voted 4-0-0 to adjourn the meeting.

The meeting adjourned at 2:41pm.

Signed: \_\_\_\_\_



(John Ostman, Clerk)

Date: \_\_\_\_\_

1/23/24