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*Jim Hill*  
ORLEANS TOWN CLERK

## MINUTES

### LONG RANGE CAPITAL PLANNING COMMITTEE

Tuesday October 24, 2023

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 October 24, 2023.

In attendance were: Tim Counihan – Chair, Roger Pearson – Vice-Chair, John Ostman – Clerk and Alan McClennen - Member, Kim Newman – Town Manager, Scott Walker – Town Treasurer, Nick Athanassiou – Chair of the Finance Committee, Mihaela Miteva – Licensing & Procurement Director and George Meservey – Director of Planning and Community Development.

#### Call to Order

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

#### Public comment

#### Review and acceptance of minutes from 9/26/23 meeting

**Motion:** On a motion by John Ostman, seconded by Alan McClennen, the Committee voted 3-0-1 to Approve the meeting minutes of September 26, 2023.

#### Follow up on New CIP Forms

Package issued to Town departments for input Oct. 23 and due back on Nov. 13, 2023.

#### Debt Model Discussion – Scott Walker

Committee needs to build a planning template for Capital project “what if” scenarios that shows project lifespan and components, cash and borrowing components, cash flow and tax rate impacts.

Scott will circulate the DLS Debt Rate Calculator and Tax Rate Impact spreadsheet.

Discussion of Debt Policy – Scott Walker

Used primarily to ensure and maintain AAA bond rating for future borrowing. Discussed whether the Town should have a trigger point in the debt policy where we use cash rather than borrow or a combination of both. For future consideration.

Items for future agendas

- Distillation of Capital forms input received for FY25 (Nov. 14)
- Review of Town Capital Assets (Nov. 14)
- Discussion of Stabilization Funds (Nov. 14)
- Review of projects committed to and underway
- Simplification/translation of Municipal terms
- Assess Town Financial Capacity
- Re-Review current CIP

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 2:16pm pm.

Signed:   
(John Ostman, Clerk)

Date: 11/14/23