

# ***CAPITAL PLANNING COMMITTEE***

## ***Lunenburg, Massachusetts***

**Marion M. Benson, Chair**  
**Carl Sund, Mbr.**  
**Michael Mackin, Mbr.**  
**Colleen Shapiro, Mbr.**  
**Elaine Murphy, Mbr.**



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Minutes  
January 20, 2011

Meeting Posted: Yes (revised agenda)  
Place: Ritter Memorial Building, 960 Massachusetts Avenue  
Time: 10:00 AM

Present: Marion M. Benson, Chair, Ernie Sund, Colleen Shapiro, Elaine Murphy  
Absent: Kerry Speidel, Mike Mackin

Appointment: The Committee requested that Fire Chief Scott Glenn explain the purchase of vehicle mounted radios for the Department of Public Works (DPW) and Police Department. The question was the difference between the requested amount of \$20,000 and the statement that removes the request for \$200,000 in FY15. Chief Glenn explained that the Department received a \$153,000 grant which was used for Fire, Police and DPW. He explained the plan for the frequencies for the Town-wide system would be complete with this additional funding.

Upon request, he also explained the advantage of re-outfitting Engine 2 with body and skid unit for forestry truck. The proposal outlines removing the current body pump and tank and replacing it with a flatbed-type body with a skid tank and pump. This makes the unit useful as a forestry truck. It will use the same chassis and cab and when they need replacing, it would be replaced with a new cab and chassis again. This procedure will be a cost savings. The Committee approved both items on the priority list.

Minutes of 1-6-11 and 1-13-11 signed. Motion, Ms. Murphy, Second, Ms. Shapiro.

General Discussion: Chair suggested that following completion of the proposed FY 12 CPC budget, the Committee continue to meet and review all forms and procedures. The Committee agreed and noted that discussions with the Town Manager would be of significance.

The Committee refined the prioritization process entitled "Mittens". This process is the list of items designated as first priority with a second and third priority included. Also noted were items not listed for prioritization. Noted in the process was the elimination of requests not classified as capital expenditures (see attachment).

The Committee reviewed the emergency request from the Sewer Department to take funding from the Sewer Enterprise Fund to repair the truck used daily to monitor the pump stations. Letters will be sent to the Sewer Department, Finance Committee, and the Town Manager approving this capital repair expenditure. The request will be filed for recordkeeping.

The Committee did not discuss the funding/borrowing issue. The Committee's opinion is that the Town Manager must be part of the discussion and propose solutions to be considered.

The Committee asked the Chair to contact the Town Manager and set the next meeting date within her availability.

Adjournment 11:15 AM, Motion, Ms. Murphy, Second, Mr. Sund.