

INITIALS _____

CAPITAL PLANNING COMMITTEE Lunenburg, Massachusetts

Marion M. Benson, Chair
Jamie Toale, Mbr.
Colleen Shapiro, Mbr.
Steve Raboin, Mbr.
Dennis Mannone, Jr., Mbr.



17 Main Street
P.O. Box 135
Lunenburg, MA 01462

Minutes
December 18, 2013

Meeting Posted: Yes

Place: Ritter Memorial Building, 960 Massachusetts Avenue

Time: 9:00 AM

Present: Chair, Marion M. Benson, Jamie Toale, Steve Raboin, Colleen Shapiro, Dennis Mannone, Jr., Kerry Speidel

Discussion ensued concerning an email from David Matthews, Board of Selectmen, with inquiries of various items in the FY15 Capital Plan. The Committee felt his inquiries were premature as the Plan is not yet finalized, nor has Kerry Speidel, Town Manager presented the final budget. K. Speidel noted that the budget does not get voted on by the Board of Selectmen; it falls under the purview of the School Committee for the School's budget and the Finance Committee for the Town budget.

Committee reviewed prioritization with K. Speidel. Priority #1- School Asbestos- Top priority for safety reasons. Priority #2- Fire Dept. Engine 1- Five Year Plan had been viewed to see how things would pile up if the Engine was pushed off a year. If \$750,000 could be funded in the fiscal year operating budget for capital as opposed to \$500,000 some of that could be set aside to pay debt service to borrow for one of two of the items. If the truck is financed over 5 years, it would be approximately \$125,000/yr. That would increase the possibility of covering all the FY2015 requests. K. Speidel inquired why the Street Sweeper was a Priority #17. Did the Committee feel it should be outsourced or did they not see the need for it- both. K. Speidel noted that whether outsourced or in house; cost would be same. The sand has to be removed from the streets – environmental and safety issue. Outsourcing is \$20,000 - \$25,000. Committee noted that neither the Conservation Commission nor the Board of Health supported a new Sweeper. K. Speidel contemplated taking both the Sweeper and Engine 1 out of the Capital Plan and borrowing at \$165,000 together.

K. Speidel noted that J. Breault, Town Facilities Director stated out of the three Senior Center requests, his biggest concern was the sprinkler system, which the Committee has prioritized at #18. The carpeting has a #10 priority and HVAC repairs #14. He also felt the Ritter HVAC at #21 was more critical for replacement than the Senior Center HVAC at #14.

There was discussion surrounding Fire Dept. Car 2. Committee opined that individuals could use their personal vehicle to travel to schooling and apply for mileage versus Car 2 being used to transport them for schooling. Car 2 makes business sense but to cut Town Technology (e.g.) for a "nice to have" doesn't make sense.

Technology- If the \$14,400 in Town Tech, priority #15, is not funded, the IT Director felt he could deal with that for one year. He was more concerned with cutting the School.

Senior Center Sprinkler reprioritized from #18 to #11.

Fire Dept. Car 2 will be reprioritized from #11 to #17.

Priority 1 includes #1 through #10.
Priority 2- #11 through #16
Priority 3- #17 through #23

Discussion on the Marshall Park Parking Lot and Town Hall painting. This was the first time a Form B was submitted for the parking lot. One member felt it should be paid for by instituting "user fees". The Police Chief had noted it was a safety issue; too many cars were parked on the road. It is difficult for emergency vehicle access; questioned by K. Speidel. She noted there are other Town roads with more severe safety issues. The Committee supported the parking lot from a safety point of view. Committee noted to K. Speidel that at onset of capital planning, four separate requests were submitted for Town Hall covering foundation, chimney, roof repairs, and painting. The \$40,000 left on the Plan is ½ of a two-year 40-40 request. If significant renovations are done on Town Hall, the \$40,000 will "go away". It's more of a "place holder".

Various options were brought up. If Car 2, Marshall Park, Town Hall, THMS Shade Structure, and Police Dept. Speed Sign are taken off Plan, it would save \$166,666. If \$165,000 is put in for Street Sweeper and Engine 1, and drop Car 2, Marshall Park, Town Hall painting, Shade Structure and Speed Sign, - \$680,000. If Car 2 and Marshall Park put back in would total \$747,000.

K. Speidel felt that Priority 3 should consist of Town Hall Painting, Ritter HVAC, THMS Shade Structure, and Police Dept. Speed Sign. She suggested making four categories or make Priority 2 bigger.

Committee looking for firm quote for a sweeper. If the Town owns it, sooner or later it will have to be replaced. What would be the cost of a privatization option? If Sweeper stays in-house, and borrow for a truck this year, K. Speidel suggested borrowing for Sweeper as well. Member concerned with going to \$750,000 plus financing as well. K. Speidel noted the \$750,000 would include both cash and debt service. M. Benson to send email to K. Speidel noting Committee needs an analysis for outsourcing the Sweeper. The Committee hopes the information will be provided in a timely manner to make a decision for the FY15 Plan. Committee wants a firm quote on Sweeper and also cost of privatization. S. Raboin suggested keeping Sweeper as is this year and over the ensuing year have DPW Director provide thorough analysis, providing current costs of equipment, go out to a few companies for quotes that provide this service. K. Speidel noted that would mean the DPW has to work with current Sweeper until FY2016.

The road paving was submitted as an item, but was not on the prioritization. K. Speidel requests the Committee note on the prioritization why the pavement was not on FY15 Plan. It would acknowledge that it is a high priority, but there is no way to fund it given the current Plan constraints. Possibly note on the Plan that \$125,000 comes out of operating budget for roads?

K. Speidel to check with Police and Fire Chief re Marshall Park from a safety standpoint.

Next meeting scheduled for January 2, 2014, 9:30 AM.

12-11-13 minutes approved.

Adjourned 11:15 AM.