

Town of Lunenburg



Capital Planning Committee:

Jamie Toale, Chairman

Dennis Mannone, Jr., Vice-Chairman

John Henshaw, Clerk

Matthew Allison, Member

Heather Sroka, Member



17 Main Street, P.O. Box 135

Lunenburg, MA 01462-0135

978.582.4139

FAX 978.582.4148

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Capital Planning Minutes 01/19/16

JAN 26 2016

LUNENBURG TOWN
CLERK OFFICE

Meeting Posted: Yes
Location: Bilotta Meeting Room, Town Hall
Present: Jamie Toale, Dennis Mannone, Heather Sroka, Matthew Allison, John Henshaw
Absent: None
Also Present: Kerry Speidel, Town Manager

1. Meeting called to order by Jamie Toale at 4:30 pm.
2. Public Comment: None
3. The Capital Planning Committee deliberated the merits and trade-offs of the capital requests made by the Department of Public Works, the Fire Department, Police Department, School Department, and Information Technology in presentations to this committee. Neither the Library nor the Council on Aging made presentations in this capital planning cycle.

Issues raised during the deliberations included:

- THMS asbestos abatement: Whether we should not fund anything yet lest we commit to all three phases. But John Londa and Loxi had assured us that each phase was independent of the other phases. Further, per email from John Londa the asbestos surveyor has said the Town needs to make further progress on abating the asbestos at THMS.
 - Jamie's raised the issue that the asbestos abatement was part of the much larger remodeling project
- The total cost of purchasing a catch basin cleaner for \$87,125 in conjunction with re-purposing a 17-year old dump truck to be used for cleaning out catch basins: Kerry phoned Jack to clarify the costs and Jack stated that he would need to replace the old plow truck with a new one at a cost of \$194,750, but would not need to spend the \$123,000 that had been in the original request.
- The committee wanted to better understand why the Pick-up 4x4 (M1) truck would cost \$70,000 since the base price of 4x4 pick-up trucks is around \$40,000.
 - Kerry will look into this and get back to the committee.
- Funding: The Town Manager's five-year financial forecast includes \$600,000 for capital expenditures. But there will be some changes to this amount:
 - The Governor is coming out with his budget next week and Kerry expects that budget will increase local aid by 3.5% to 4% including chapter 70.
 - The Town might do a little better on new growth than the original projection.
 - But the Town does not have any funds left over from the prior budget.
 - Kerry does not recommend financing any capital purchases because in FY17, FY18, and FY19 the Town is still paying off debt service expenses from financing prior capital purchases.
- Prioritizing:
 - The Police vehicles and bullet proof vests are high priority purchases.
 - Phone and intercom replacements are important.
 - Technology is important.
 - The Townsend Harbor Bridge.
 - The ATV would be the lowest priority.
 - But there is disagreement on what is the next lowest priority: Asbestos Abatement? School Intercom/Phone system. Jamie's point is that the Town should frame this as part of a much larger repair project for THMS.

Capital Requests Recommended for Funding in FY2017

Project #	Description	Cost
PD16-12	Police Vehicles (2), Units 207 & 210	\$107,000
PD16-16	4-Wheel Drive All-Terrain Off-Road Enforcement Vehicle	\$16,500
PD16-07	Bulletproof Vests 29 Officers	\$17,500
DPW17-01	Townsend Harbor Road Bridge Repair	\$15,000
DPW16-11	Catch Basin Cleaner Attachment	\$87,125
DPW16-07	GMC Dump 350 (1 ton with plow)	\$53,300
DPW17-04	Mack Dump 6 Wheel, plow and sand	\$194,750
FD16-13	Pick-Up 4x4 (M1) Replacement (2003)	\$70,000
LPS16-19	THMS Asbestos Abatement, Ceiling Replacement	\$145,000
LPS16-20	THMS Intercom Replacement	\$22,000
LPS16-21	THMS Phone System Replacement	\$22,000
TECH16-25	Town Departments	\$30,800
TOTAL:		\$780,975

4. Minutes of the January 12, 2016 Capital Planning Committee meeting:
 - John completed and circulated the draft minutes of the January 12 meeting in the morning of the day of this meeting, so the committee had insufficient time for review; Thus reviewing those minutes was tabled until the January 26, 2016 CPC meeting.
5. Agenda: John will draft the agenda for the next CPC meeting, send it to the Town Clerk's office and email it to the committee with a copy to the Town Manager.
6. Adjournment: Heather moved to adjourn; Matt seconded the motion. The Committee approved the motion 5-0. The meeting adjourned at 6:15.

Minutes respectfully submitted January 21, 2016 by John Henshaw