

INITIALS _____

CAPITAL PLANNING COMMITTEE Lunenburg, Massachusetts

**Marion M. Benson, Chair
Carl Sund, Mbr.
Colleen Shapiro, Mbr.
Steve Raboin, Mbr.
Dennis Mannone, Jr., Mbr.**



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

Minutes
January 9, 2013

Meeting Posted: Yes
Place: Ritter Memorial Building, 960 Massachusetts Avenue
Time: 9:00 AM

Present: Chair, Marion M. Benson, Carl (Ernie) Sund, Colleen Shapiro, Steve Raboin, Dennis Mannone, Jr.
Absent: Kerry Speidel

Technology- Presentation given by Steve Malandrinos, Technology Director. The FY14 Capital Plan for technology was prepared by the previous Director, but Mr. Malandrinos has looked it over. Typical municipal computer replacement is 4-5 years. The Plan is as follows.

Fire Dept- 1 computer, 2 Toughbooks, 1 printer for a total of \$10,023.00. The two replacement Toughbooks are for multiple locations.

Police Dept- 5 computers, 2 laptops, 2 Toughbooks, 3 printers, 3 digital cameras, 1 fax machine for a total of \$24,173.00. Committee questioned cost difference of Fire Dept Toughbooks (\$4,500 each) vs. Police Dept Toughbooks (\$6,111 each). Mr. Malandrinos to check. Mr. Raboin noted that in the future it could be more economical to have multi-function devices.

Public Safety Building- 2 replacement port switches, 1 tape backup system, 1 firewall for a total of \$4,653.00. Mr. Malandrinos would prefer an internet backup system, which may cost less than a tape (\$2,200.00) backup.

Board of Selectmen- 1 computer at \$900.00.

Board of Health- 1 printer at \$300.00.

Treasurer's Office- 2 computers and 1 printer for a total of \$2,100.00. Mr. Sund inquired if there is a master listing that gives the age of each piece of equipment. Mr. Malandrinos noted there is one for the school system, but not for the Town.

Building Dept- 2 printers for a total of \$600.00.

Eagle House- 1 computer, 1 fax machine for a total of \$1,300.00

Library- 1 APC UPS for servers at \$700.00.

Town Clerk- 1 computer for \$900.00.

Town Manager- 1 laptop for \$1,350.00.

Ritter Building- 1 backup domain controller, and 1 APC UPS for a total of \$7,400.00

Total technology request for FY2014 is \$54,399.00.

As the Five Year Plan was submitted by the previous Tech Director, it was put on hold to give Mr. Malandrinos time to review.

The Committee discussed the fact that when departments submit Form B's, they also need to include whether or not they have technology or building requests. The Form B will be updated for this inclusion.

Committee questioned the Mobile Media Carts for the School Department. Mr. Malandrinos plans on viewing at the schools and noted that training needs to be included. Chair Benson will talk to Superintendent Calmes regarding training. Mr. Sund noted, going forward, possibly just replacing the technology in the cart versus the complete cart.

Mr. Raboin questioned the \$41,400 Windows 2000 replacement that controls building operations in the schools. He feels it is too costly for what will be a two year lifespan. Mr. Malandrinos will see if there is a most cost-effective solution.

Fire Department- The Committee requested a second meeting with Chief Sullivan. Chief Sullivan's one number priority is replacement of Rescue 2 Ambulance for \$215,000.00. This is currently the oldest (2004) ambulance in the fleet. It would become the primary ambulance and Rescue 1 would go to backup status, extending that unit's life cycle. The Town averages 800 dispatches/year. The amended price from \$210,000.00 to \$215,000.00 would allow the purchase of a heavier chassis. Mr. Sund requested mileage and hours of current ambulances. Mr. Mannone Jr. inquired as to possibility of lease-to-own. Chair Benson will bring up subject to Town Manager.

Existing Car 2 is a former used police cruiser picked up 2 years ago and used for inspectional services, investigations and support work. It is used daily. Went on 270 runs in 2010; 588 runs in 2011 to assist the ambulance crew. Most heavily used vehicle in department. Approximately 8,200 miles in 2011. Committee questioned why a second-hand car can't be purchased or a used police car handed down. Chief Sullivan noted that Chief Marino is keeping his cars as backup in the Police Dept. Chief Sullivan would want Car 2 to be either a sedan or a small utility vehicle. Possibly an Explorer or Crown Vic with trunk space. He is anticipating a 10-year lifespan. Mr. Sund concerned that when the initial car was acquired a few years ago, it was stated that the vehicle was not going to be an inroad to a replacement. Now it has become that.

Discussions-

DPW Director, John Rodriquenz, was to look into leasing of street sweeper. Mr. Sund questioned the cost of out-sourcing, The Committee would like the DPW Director to investigate.

An invitation will be issued to the Selectmen, Town Manager, Finance Committee, DPW Director, and Fire Chief to view the new cruiser models at the Public Safety Building, January 16th, 9:30 AM. It will also be placed on the Lunenburg Scroll for citizens.

Ms. Shapiro noted there is no plan in place for the ramp between the parking lots for the Senior Center at \$15,000.00. Chair Benson noted that if approved, then will go to DPW Director for action. Chair Benson to contact DPW Director.

Committee will request Technology and DPW to come again before the Committee.

Approve Minutes- Approved December 20, 2012 and January 2, 2013.

Adjournment- Motion to adjourn, Ms. Shapiro, Second, Mr. Sund, adjourned 12:30 PM