

Town of Lunenburg

Capital Planning Committee:
 Jamie Toale, Chairman
 Dennis Mannone, Jr., Vice-Chairman
 John Henshaw, Clerk
 Joanna Bilotta-Simeone, Member
 Heather Sroka, Member



17 Main Street, P.O. Box 135
 Lunenburg, MA 01462-0135
 978.582.4139
 FAX 978.582.4148

Minutes December 2, 2014

JPT
 JS
 HS

Meeting Posted: Yes
 Location: Bilotta Meeting Room, 2nd floor, Town Hall, 17 Main Street, Lunenburg, MA
 Present: Dennis Mannone, Jr., Kerry Speidel, Heather Sroka, Jamie Toale, John Henshaw.
 Absent: Joanna Bilotta-Simeone

1. Meeting called to order by Jamie Toale at 4:30 pm.
2. No public comment.
3. The committee approved the minutes of the Tuesday, November 18 CPC meeting, 4-0 as corrected with the addition of the cost of asbestos abatement at Turkey Hill Middle School.
4. As input for the FY2016 Capital Improvement Plan, the CPC reviewed capital project requests of the Public Schools and Police Departments. *(For details on the requests and for projected annual capital requirements from FY2017 through FY2020 refer to the Capital Planning Binder.).*

Facilities Capital Project Requests FY2016, An Overview Presented by Jack Rodriquez			
Description of Request	Priority	Total Cost FY2016	Notes, Comments
Construct a Public Safety Records Room and an office for two offices.	1	\$25,000	<ul style="list-style-type: none"> ◇ Build a 17' by 25' room to archive police records and an adjoining 17' by 25' room as office space for Traffic Officer and Community Outreach Officer. ◇ This uses unused space on the second floor of the Public Safety Building. ◇ As an aside, Jack R. said that the Public Safety Building was showing signs of wear.
Paint the Exterior of the Senior Center	2	\$15,000	<ul style="list-style-type: none"> ◇ This is to prolong the life of the exterior wood on the Senior Center. ◇ The amount includes power washing.
Library, Carpeting	3	\$28,476	<ul style="list-style-type: none"> ◇ This is to replace the carpeting. ◇ The total cost is \$65,000, which includes the \$28,476 shown here for moving and storing the books during the time the carpet is replaced. The rest of the expense—\$36,524—was approved as part of the FY2015 capital plan.
Town Hall exterior painting	4	\$40,000 (Estimated)	<ul style="list-style-type: none"> ◇ Jack R. will tighten up this estimate.
Feasibility Study of Town building utilization.	5	\$28,000	<ul style="list-style-type: none"> ◇ Study would encompass Town Hall, Old Primary School, TC Passios, and Ritter Building.
TOTAL:		\$136,476	

Department of Public Works Capital Project Requests FY2016, An Overview Presented by Jack Rodriquenz			
Description of Request	Priority	Total Cost FY2016	Notes/Comments
Paving	1	\$600,000	<ul style="list-style-type: none"> ◇ This \$600,000 would be an annual cost, augmented by Chapter 90 funds. ◇ Chapter 90 funds have averaged about \$400,000 per year in recent years. ◇ This is the level of annual investment going forward that is needed to gradually improve the overall condition of Town roads. (See attached chart on Pavement Condition Index [PCI])
Intersection Reconfiguration Plan	2	\$40,850	<ul style="list-style-type: none"> ◇ Reconfigure five intersections in Town to increase safety.
Outsource Installation of culverts.	3	\$48,728	<ul style="list-style-type: none"> ◇ Outsource replacement of existing culverts that are in failure. Collapse is only a matter of time. ◇ If collapse occurs, repair expense would be great.
Survey of Hazardous Trees in right of way	4	\$12,000	<ul style="list-style-type: none"> ◇ To identify trees for removal. ◇ Almost all tree removal would be outsourced and paid for from the operating budget.
TOTAL:		<u>\$701,578</u>	

Department of Public Works Capital Equipment Requests FY2016, An Overview Presented by Jack Rodriquenz ◇ Jack will provide priorities for these three items.			
Description of Request		Total Cost FY2016	Notes/Comments
Street Sweeper		\$180,000	<ul style="list-style-type: none"> ◇ Replace old street sweeper. ◇ Annual Maintenance costs will decline.
Backhoe/Loader		\$120,000	<ul style="list-style-type: none"> ◇ Replace old backhoe/Loader. ◇ Current backhoe has downtime for repairs. ◇ The most important equipment for DPW, and shared with other departments.
6 Wheel Dump truck with plow and sander.		\$190,000	<ul style="list-style-type: none"> ◇ Improve plowing efficiency, productivity. ◇ Significantly lower maintenance costs.
TOTAL:		<u>\$490,000</u>	

5. The CPC decided to convene a meeting on December 9 to review capital requests. John will draft an agenda, get Jamie's approval, and get it posted by the Town Clerk's office.
6. Adjournment: Heather moved to adjourn the meeting; John seconded her motion, and the committee voted 4-0 to adjourn at 5:57 pm.

Minutes Respectfully Submitted on December 3, 2014 by John Henshaw

c. Marjorie Boggio,
Jack Rodriquenz