



Town of Lunenburg

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



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Minutes 12/29/15 Meeting

Meeting Posted: Yes
 Location: Bilotta Meeting Room, 2nd Floor, Town Hall
 Present: Jamie Toale, Dennis Mannone, John Henshaw, Heather Sroka.
 Absent: Matthew Allison

1. Meeting called to order by Jamie Toale at 4:30 pm.
2. Technology Capital Requests for FY2017 presented by Steve Malandrinos.
 - Technology capital requests for FY17 excluding the library and school department total \$30,800; including the library and schools the total is \$77,562 including permitting software and hardware. See Town Manager's summary dated December 17, 2015 in the Capital Planning Committee All Requests binder.
 - General explanation of the requests:
 - These requests are almost entirely replacements of existing, but aging computer equipment.
 - There is a three-year replacement cycle.
 - Before the fiscal 2017 capital request cycle, the library had made its capital requests separately from the Town's Information Technology Dept. But now it is included.
 - Because of some inconsistencies in their respective supporting information, Steve will get in touch with schools and planning department to reconcile their capital requests.
3. Police Department Capital Requests presented by Police Chief Jim Marino.

Police Department	
•	Patrol car prices increase by about 3%/year. In FY16 the increase is 10% <ul style="list-style-type: none"> ○ Chief Marino attributed the 3% annual increase to technological improvements in police vehicles and is nothing he can negotiate out of the package to lower the price.
•	Because of so many unknown and unpredictable factors, the longer term forecasts are less accurate.
•	Getting behind purchasing police cars presents a problem—new model shake down, increased maintenance.

Request	Explanation:
Police Cars-Replacement Priority #1	Chief Marino says that he is behind the replacement cycle; the capital request plan from FY17 through FY22 addresses this. It would also mean lower maintenance costs.
ATV, \$17,000. #4 Priority.	No grant found yet. To enforce the laws in conservation land and private property.

Bullet Proof Vests \$29,000 #2 Priority.	The amount is net of a Federal grant for 50% of the cost. The vests the policemen have will be five years old when they are replaced by the requested vests and their protective qualities will have degraded.
Riot Control and Protection Gear. \$20,000 #3 Priority.	Ballistic helmets and associated gear required to augment the vests above. This equipment is to provide more safety for policemen and is mandated by Massachusetts state law. The request is to outfit all 29 officers. The department does not have any gear like this.

4. Minutes:

- Minutes of the October 13 meeting were not ready for review, so the committee tabled review until the January 5, 2016 meeting.
- Minutes of the October 27 meeting had been circulated to the members. Jamie signed them, but because the CPC lacked a quorum of members who had attended this meeting, we could not take a vote on whether to approve them. Therefore, we tabled the vote until the January 5, 2016 meeting.

5. Committee Discussion:

- Jamie reported that the Building Re-Use Committee will report their findings and make their recommendation to the Board of Selectmen in the next few weeks. The Building Re-use committee will also give the Capital Planning a presentation during one of our last meetings.
- John said that a matrix of capital requests for vehicles, which he had sent by email to committee members prior to this meeting, showed that the Town Manager's total forecasted capital budget over the next five fiscal years would be about \$500,000 short of meeting the costs of vehicle requests alone over that period.

6. Public Comment: Jay suggested that we explore options to lower maintenance costs of the Town's Buildings.

7. Adjournment: made a motion to adjourn; John seconded the motion. The CPC approved the motion 3-0 and the meeting adjourned at 5:55.

Minutes respectfully submitted January 4, 2016 by John Henshaw