

CAPITAL PLANNING COMMITTEE

Lunenburg, Massachusetts

Marion M. Benson, Chair
Carl Sund, Mbr.
Michael Mackin, Mbr.
Colleen Shapiro, Mbr.
Elaine Murphy, Mbr.



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

Minutes
December 2, 2010

Meeting Posted: Yes
Place: Ritter Memorial Building, 960 Massachusetts Avenue
Time: 10:00 AM

Present: Marion M. Benson, Chair, Ernie Sund, Colleen Shapiro, Elaine Murphy
Absent: Kerry Speidel, Mike Mackin

Approved 11-18-10 Minutes

Library- Library Director Amy Sadkin presented the Capital requests. A brief discussion took place concerning the Capital Requests in the Technology budget. There are thirty computers for staff and public; fifteen are to be replaced in the Technology Budget plus two printers. Ms. Sadkin presented the request for replacing the carpet in the main hall with carpet squares at a cost of \$15,000.00. This area is half of all the carpeted area. Full carpet area is 9,300 sq. ft. The main hall shows extensive wear. The second request is to reupholster half of the furniture in the building (150 wear and tears are in the chairs in the main hall and the children's room). In working with a professional, Ms. Sadkin noted that there would be stronger fabric and better quality for better stain-resistance. The question to Ms. Sadkin was concerning the timing of all requests being sought in the same year. CPC members inquired if the purchase could be broken down to result in less items over a longer period of time. The question was also posed concerning the technical purchases. Ms. Sadkin noted that in the next FY year the library would be looking to repaint the exterior and interior of the building. Further inquiries were made on breaking up the request to paint the interior one year and the exterior the following year. The Chair, in discussion following the presentation, was asked to talk with Ms. Sadkin to offer an alternative with spreading out these requests.

Sewer Commission- Sewer Business Manager Barbara Lefebvre presented a corrected Form B requesting GIS (Geographic Information System) map of sewer infrastructure, collection and map scanning of approximately 700 cards and installation and training and PWIM® (Public Works Information Management™) software extension to update and edit after the initial installation of sewer lines. GIS as noted by Ms. Lefebvre increases efficiency, reduces workload and eliminates increased personnel. Discussion ensued that departments were working in the "dark ages". The Committee listed all departments that could use GIS besides the Assessor's department. They are DPW (Department of Public Works), Police, Fire, Conservation, Board of Health, Planning, and Council on Aging. The Committee's consensus was to discuss this with the Town Manager and the Technology Director. In the long run the cost could be less if all departments were connected.

Council on Aging- Director Doreen Noble presented the plan for the addition for a 24 - 27 space parking lot at the rear of the Eagle House. The design plans have been previously paid. A Grant through MRPC under the Community Block Grant Program is being pursued. This Grant has a housing component. Ms. Noble noted the Senior Center has seen a drastic increase in the number of participants in its daily program. Also, many of the mobility-impaired citizens are unable to attend, or are limited in the amount of participation levels due to the lack of accessible parking spaces. The request is for grant funding only and has no planned impact on the Operating Budget. The purpose of meeting with the CPC is to inform them of the current status of a capital project. Ms. Noble spoke also about meetings with the committee, architect and other boards such as the Board of Health. One issue to the development of the parking lot is the removal of the septic mound. The Committee and the engineering

firm have sought information as to the correct and safe process. Ms. Noble will meet with the Board of Health and address their concerns.

Planning- Chair noted she would only address the explanation for the request because of her position. The plan was to ask the Town Manager to present this item. The request is for funding for consultants for the Master Plan update. The Master Plan is due for updating particularly during a census year. Lunenburg Master Plan's last full update was in 2002 with element updates presented to Town Meeting in 2005 and 2008. The former methodology was to seek funding for consultants through Town Meeting Warrant Articles. The amount was \$4,000.00. It was then suggested that the amount become a line item in the Planning Board's Budget; however, once in the Budget, it was withdrawn in the past year. The request is justified for an update, not for a full rewrite. The Chair will step aside in any deliberation on this issue.

Discussion: The Committee requested the Chair talk to the Library Director regarding addressing purchases and painting over a two to three year period.

The Committee requested meeting time for discussion on prioritization. Chair will discuss with Town Manager.

Motion to Adjourn, Elaine Murphy, Second, Ernie Sund, adjourned 12:30 PM.