

**Capital Planning Committee  
Remote Meeting #22  
July 13, 2022**

Members present: Jim Johnson (Chair), Roger McPeek, Chris Nixon, Helen Philliou, Hafiz Adamjee, Diab Jerius, Stefan Carp, John Fallon (Select Board), Jay Gill, Steve Barron (DPW), Jim Gibbons (DPW), Jim Strata (DPW), Rick Tustin (DPW), Mark Wise (DPW), Peter Lawson (DPW), Meg White, Mark Twogood

**Remote meeting due to COVID-19 Pandemic** The meeting was called to order at 7:01 pm

**Public Comments**

No public comment

**Voting of New CPC Chair**

The Committee voted to elect Mr. McPeek as the new Chair for the CPC. It was a unanimous vote of 5-0.

**Nixon - Yes  
McPeek – Yes  
Philliou – Yes  
Adamjee – Yes  
Johnson - Yes**

**Voting of New CPC Vice Chair**

Mr. McPeek nominated Mr. Johnson for the position of Vice Chair of the CPC. Mr. Nixon seconded this. It was a unanimous vote of 5-0.

**Nixon - Yes  
McPeek – Yes  
Philliou – Yes  
Adamjee – Yes  
Johnson - Yes**

**Review/Approval of Minutes from June 1st**

The committee reviewed the minutes from June 1st prior to the meeting and voted to accept the minutes as presented.

The committee has asked that the minutes be reduced and shortened to reflect the details, but to be less transcriptional. Ms. Stiles will be sure to take this approach in writing the minutes for meetings.

**Remote Meetings**

The senate has reached consensus on continuing remote meetings. The decision is still between the house and senate currently and the committee will be later discussing switching to in-person meetings.

**Fire Department Requests**

The Fire Department (Chief Tustin) presented the projects for consideration for FY24. These projects include (in priority order):

1. Augmenting wildland firefighting capabilities. Engine 6 (current apparatus) nearing 30 years old with unreliable pump and overall unsuitable vehicle for wildlife lands. Requesting \$55,000.00 (1/5th of cost of new engine), a UTV (Gravelly Aptus JSP 6400) outfitted with a firefighting skid unit and the ability to replace with medical rescue skid unit. Would be able to reach further into the woods as well as to use for urban events such as Town Day where roads are shut down, limiting ambulance access.
2. Requesting \$69,000 for an additional command vehicle (Ford Explorer outfitted with radios, lights, other equipment, etc), which will be assigned to the unfilled position of the deputy chief. If funding for the position comes into fruition, this position will need a vehicle. Should it not come into fruition, the FY25 request for a vehicle for the training officer which the position has been funded for over a year.
3. Requesting funding of \$537,000 to finish Motorola radio project to outfit the Public Safety building with radios, transmitters, computer and software updates.

### **DPW Requests**

The DPW presented their projects for consideration. These projects are listed in their respective categories and include (in priority order in each category):

#### **Vehicles**

1. \$87,625 for DPW transfer station trailer to haul trash.
2. \$281,255 for DPW sweeper to replace 2007 model.
3. \$234,000 for DPW John Deere frontend loader to replace 2003 Cat. Vehicle is used almost daily, especially in the winter for pushing snow.
4. \$47,000 for DPW Manager's vehicle (Ford Escape). Mr. Gill will be test driving an all-electric truck next week. DPW could get an F150 for \$49,000.

#### **Buildings**

1. DPW storage structure. Is part of a phased approach to replace stables. Close to having numbers, will bring back to CPC.
2. Town Hall HVAC construction. Working on and designed through. Monies appropriated already and the cost is exorbitant. Town Hall is not designed with mechanical airflow.
3. Town Hall fire alarm. \$500,000. Gone to CPC for appropriation to design Town Hall and DPW and put out to bid, but numbers were too high. DPW went back to bid with adjustments made. Moved forward with bidding DPW due to worse shape.
4. DPW emergency generator. New generator would need to be outside of the building. Do design and come back to CPC next year with concrete numbers. The current number is \$170,000 based on the public safety building and town hall.
5. \$30,000 for design specification. Submitted request to have roof looked at to protect the asset. Support request to do more design study for the use of Carriage house as admin space. This is not moving anywhere, put back in number for design spec.
6. Design of town hall and library roof for major slate repairs. Last time anything was done was 2006.

7. Asking for \$50,000 for a combined project. Long been asking for funds to look at the window at Town Hall for replacement. This is co-sponsored and would be for the Mystic School as well.
8. \$100,000 to address certain buildings' paint and carpet.
9. Small scissor lift. This would be instrumental to do lighting projects, exterior gutter works, etc.

**Future DPW Requests** (more information to come from Mr. Lawson in the near future):

1. At the Ambrose School, DPW came across corroded drops for the fire sprinkler system. Need to be looked at. Will bring tangible information to the next meeting.
2. Mystic School boiler. Looking at Great Communities Grant for the heat pump system.

**Water and Sewer**

1. \$600,000 for lead neck removal project. Less than 200 lead necks left to remove.
2. \$1,000,000 for Arbor Lane/Wendell Street Booster Pump Station
3. \$550,00 for Vactor Catch Basin Vehicle
4. \$300,000 for raw water pump station
5. \$80,000 for replacement of 2003 dump truck

**Cemetery**

1. \$30,000 for tree pruning and removal

CPC will not be considering the following requests at this time:

1. Street restoration/signage
2. Hydroseeder

**Roads and Sidewalks**

1. \$500,000 for improving the road and sidewalk conditions and the safety of residents while maintaining the aesthetics of the town.

**Select Board Warrant Article Fall 2022 Town Meeting - Arbor Lane / Wendell Street Pumping Station Project**

This is a commitment that the Select Board has made and is a very difficult situation to deal with. The next part of this is the booster pump, which will be installed shortly followed by the permanent fix, which will be discussed at the Fall Town Meeting. The idea is to borrow the funds that will be amortized over a 25-30 year period and the debt service would be paid from Water Sewer Enterprise Fund in Chapter 110. GEI is under contract to prepare the plan for specifications for a permanent station. Good cost estimates are needed before town meeting and the focus has been on the temporary station, but funding the design to move ahead without any delay. The bid would go out in December for spring construction.

**Other Business**

There will be an opportunity for the CPC to bring the Town Hall HVAC project to the Select Board. A package should be put together to provide to the Select Board on the facts and reasons of why CPC cannot fund this motion. The committee discussed this and will meet with the Select Board for the proposed meeting on August 1st. A day and time will be sent to the CPC once finalized.

### **Next Meeting**

The date of the next meeting of the Capital Planning Committee is July 27th. It was motioned by Mr. Johnson for the meeting to be adjourned, seconded by Ms. Philliou to end the meeting at 9:25 pm.

**Nixon – Yes**  
**McPeek – Yes**  
**Philliou – Yes**  
**Adamjee – Yes**  
**Carp - Yes**  
**Jerius– Yes**  
**Johnson - Yes**

Submitted by Kolby Stiles, Recording Secretary

### Documents

Doc 1 - CPC Agenda 7/13/22  
Doc 2 – CPC June 1st Minutes  
Doc 3 - Cemetery Capital Requests FY24  
Doc 4 - Fire Capital Requests FY24  
Doc 5 - Roads/Sidewalks Requests FY24  
Doc 6 - W-S 5-Year Summary  
Doc 7 - W S Capital Requests FY24