

Minutes

Capital Planning Committee
February 14, 2019

Present: Steve Jelinek, Dave Arsenault, Ed DeLuca

Mr. Jelinek called the meeting to order at 7:33 p.m.

Minutes

Minutes not addressed as Mr. Salvie was absent.

Highway Department

Ms. St. John and Mr. Clayton attending

Discussion proceeded on several distinct topics.

Roads - small roads require infrequent resurfacing through CP request. The two roads planned for this year are within a mile of each other. This year road repair is considered a lower priority than the other items on the list. Some left over funds from previous road repair work can be rolled over to the current road requirements.

Dam – The Lake Boon dam was inspected last year and was rated a significant hazard by state. That rating triggers required repairs per state specs. The dam is about 100 years old. It consists of a dirt berm that maintains the level of lake Boon. There are cost implications for delaying repairs. The state requires inspections every 6-months until the repairs are. The cost of the inspections are \$2200 per visit. The design cost is \$87. Estimate of \$300-400K for construction/rehabilitation. Design project needs to go through conservation commission.

Oil Burner – The waste oil burner serves two purposes: provides heat to garage areas separately from the regular oil furnace; eliminates the need to transport the oil to a recycling center. The current burner was purchased in 1996, it is 15year beyond its expected lifespan. Historically 500-600 Gal/year are burned. The burner is infrequently used, they have not used it this year. The cost is based on two quotes.

Vehicle & Installment payment plan

Two items are requested: a backhoe and a 6-wheel dump truck. The backhoe was originally planned for last year and removed from the capitol list by request of the CP committee. The purchase of two items will bring the Highway Dept plan back on track. There was broad discussion of the purchase on installment plans. This allows for two purchases to occur at a cost less than the total purchase of a single vehicle. The committee raised several questions/concerns:

What happens if a future town meeting does not approve the installment payment for a vehicle? It seems that the vehicle will be re-possessed by the seller. While unlikely it is a concern.

Why spread the payments over 4 years – rather than say 2 or 6 years. Nearby towns, Acton & Maynard, use the 4-year payment option.

The Highway department will investigate the options and risks associated with installment payments with the town admin and town counsel.



Fire Department
Chief Landry attending

Engine 14 replacement – The engine is used to pump water from sources into tanker trucks. The engine is needed as it has not passed its inspection at the desired pump rate. The Chief outlined the roles of different trucks in the fire-fighting plan. The requested replacements will allow for more flexible use of the equipment, the new truck will be moved to front line, and existing multi-man trucks can be used in a supporting role.

If the request does not pass, the Chief would ask for a mutual aid agreement with adjacent towns as a short term work around.

The Chief noted that ISO (Insurance Safety Office) – is in the process of adjusting the town risk assessment. The rating are from lowest risk to highest (1-10). Recertification included demonstrating drills, 4hrs 750gal/min continuously. The expectation is that Stow will move from 9 to 6, a significant improvement that should be reflected in insurance rates.

Basis of estimate for the cost - State bid list MAPC HGIC

There being no further business, on a motion by Mr. Jelinek, seconded by Mr. DeLuca, the meeting adjourned at 9 p.m.

Respectfully submitted,



Edward E. DeLuca