**Capital Planning Committee**

April 11, 2019

Town Building

Present: Steve Jelinek, Chair, Peter McManus, James Salvie, Ed Deluca.

Mr. Jelinek called the meeting to order at 7:30 p.m.

1. Minutes

Mr. McManus moved approval of the minutes of March 28, 2019, with one edit suggested by Mr. Deluca. Mr. Deluca seconded the motion. The vote was unanimously in favor.

1. Votes on Recommendations

The Chair announced that tonight would be spent in discussion of various projects and votes on recommendations.

1. Library Conceptual Design project.

Several members of the Committee expressed unease with the justifications for the immediacy of this project, and Mr. Jelinek expressed disappointment that the Friends had not engaged in fundraising in the last six years as had been expected. Tim Reed, chair of the Library Trustees, Kathleen Pavelcheck, of the Library Friends committee, and others were in the audience and expressed opinions.

Mr. Salvie noted that he was unpersuaded that the poor condition of the 1970s addition lent the project immediacy, and Mr. Reed said that that argument had not been made this year. Mr. Salvie said that an Indoor Air Quality report did not support the notion that the building presented environmental hazards, but another report was being done now.

Mr. McManus said he had voted in favor of this project on Finance Committee in part because of the opportunity to “fit” this project into the debt schedule. Mr. Jelinek and Mr. Deluca were unpersuaded by this, Mr. Salvie gave it some credit but thought it was ambiguous.

On a motion to recommend Town Meeting approval of this article made by Mr. McManus and seconded by Mr. Salvie, Mr. Deluca, Mr. McManus and Mr. Salvie voted in favor; Mr. Jelinek voted against. The motion passed 3 – 1.

1. Lake Boon Dam repairs.

There was a general discussion of the inevitability of this project considering the possibility of sanctions or lack of aid if we did not proceed. On a motion by Mr. Deluca to recommend Town Meeting approval of this article, seconded by Mr. McManus, all voted in favor. The motion passed unanimously.

1. Stow TV articles and Cemetery articles.

Mr. Salvie moved to recommend approval of all the items not paid for from the tax levy, specifically the HD Video Server and Video on Demand System ($40,000 and $10,000 respectively) put forward by Stow TV, and the Landscaping Improvement project ($25,000) put forward by the Cemetery Commission. Mr. McManus seconded and all voted in favor.

1. Assessors software and server.

There was a general discussion of the convincing presentation made on these items by Principal Assessor Kristen Fox and the clear necessity to replace 1985 software as another valuation year approaches. On a motion by Mr. Deluca to recommend Town Meeting approval of these items ($40,000 for the upgraded CAMA software and $19,000 for the server), seconded by Mr. Salvie, all voted in favor. The motion passed unanimously.

1. Building Department – Old Fire Station

The Committee had learned that the amount of this project had risen to $60,000 since our last meeting and the reasons why were unclear. This item was tabled by consensus.

1. Highway Department
2. *Backhoe*

It was noted that this item was requested last year and has had substantial use. On a motion by Mr. McManus to recommend Town Meeting approval of this item ($135,000), seconded by Mr. Deluca, all voted in favor. The motion passed unanimously.

1. *Waste oil burner.*

There was general discussion that while burining waste oil is an obvious money saver, the Committee’s understanding is that the current waste oil burner is still good for perhaps a couple more years and therefore this item is not urgent. On a motion by Mr. Deluca to recommend Town Meeting approval of this item ($14,000), seconded by Mr. Salvie, Mr. McManus voted in favor and all others voted against. The motion failed 3 – 1 and therefore the Committee does not recommend approval.

1. *October Lane and Wedgewood Road resurfacing*.

Mr. Salvie made a motion to recommend Town Meeting approval of these items ($30,000 for October Lane and $50,000 for Wedgewood Road) and Mr. Deluca seconded. Mr. Deluca pointed out that we had asked the Highway Department to prioritize these two projects and had not heard back from them. The motion and second were withdrawn and these two items tabled by consensus.

1. Planning Board
2. *Complete Streets*

It was noted that the Committee had asked the Town Planner to break down this number into how much was to manage projects already in the pipeline and how much was for new pilot projects. Also, the Town Planner had indicated that this number ($50,000) was expected to reduce. This item was tabled by consensus.

1. Police Department

Mr. Salvie moved to recommend Town Meeting approval of the new police cruiser and related equipment ($47,235) and Mr. McManus seconded. All voted in favor. The motion passed unanimously.

Committee members briefly discussed the lack of any “recapture” language in the draft warrant even though the Committee has been informed that the cost of the police cruiser and the Old Fire Station repairs would be reduced by such recapture. Mr. Salvie said he would look into it.

1. Nashoba Regional School District.
2. *Hale School water system improvements*

There was general discussion about how this project, like others this year, must be done and this one carries the possibility of DEP sanctions if not done. On a motion by Mr. Salvie to recommend Town Meeting approval of this item ($61,675), seconded by Mr. McManus, all voted in favor. The motion passed unanimously.

1. *Repairs to Hale School air conditioning system*

There was some general discussion of the Committee’s disappointment at the failure of fairly new compressors and the NRSD’s failure to explain that, or the lack of warranty, adequately. However, the bottom line remained that the air conditioning system was not working and needed to be repaired. On a motion by Mr. Salvie to recommend Town Meeting approval of this item ($13,000), seconded by Mr. Deluca, all voted in favor. The motion passed unanimously.

1. *Hale and Center Radio repeater system, Center School security upgrades, and Hale School security upgrades*

There was general discussion that these items are required for school safety and the explanation from the school officials made sense and they seem to be sensible additions. On a motion by Mr. Salvie to recommend Town Meeting approval of these three items (Radio repeater - $12,000; Center security upgrades -- $24,500; Hale security upgrades -- $17,900), seconded by Mr. McManus, all voted in favor. The motion passed unanimously.

1. *Hale carpet*.

There was a general discussion of how in a year where only capital items that were immediately necessary should be approved, this item seems to be below that threshold. On a motion by Mr. Deluca to recommend Town Meeting approval of this item ($14,000), seconded by Mr. Salvie, Mr. McManus voted in favor and all others voted against. The motion failed 3 – 1 and therefore the Committee does not recommend approval.

1. Fire Department

There was a general discussion of how the replacement of the pumper truck was only moved up one year on the Department’s capital schedule. On a motion by Mr. Salvie to recommend Town Meeting approval of this item ($625,000), seconded by Mr. Deluca, all voted in favor. The motion passed unanimously.

1. Building Department – Town Building HVAC

There was considerable discussion about the “sticker shock” of the high price for this item, but also how the Building Inspector had submitted a detailed parts list and that the parts did not look unreasonable. The high price tag no doubt is due, as the Building Inspector had said, to prevailing wage and the cost of doing the renovations in an occupied building. Nonetheless, there was unease on the Committee.

Committee members thought they needed definitive answers to two questions: (1) can it wait one year and if not, why not; and (2) were the anticipated energy savings from these renovations crucial to our Green Communities grant, and how much would we lose if we didn’t do it?

This item was tabled by consensus.

1. Lower Village improvements

There has been tremendous discussion about this project and the bottom line is that it must be done. On a motion by Mr. Salvie to recommend Town Meeting approval of this item ($489,935 in the warrant), seconded by Mr. Deluca, all voted in favor. The motion passed unanimously.

Mr. Jelinek noted that the Committee would next meet on April 18 to consider the items that were tabled tonight. There being no further business properly before the Committee, at 9:12 p.m. Mr. McManus moved to adjourn, Mr. Deluca seconded, and all voted in favor.

Respectfully submitted,

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James H. Salvie, Clerk