

**CAPITAL PLANNING COMMITTEE MEETING
MEETING MINUTES
Thursday, October 5, 2023
Public Library Trustees Room (Hybrid Meeting)
2 Canal Street**

Present: Ira Brezinsky, Chair, Kevin McAllister, Vice Chair, Jon Camp, Clerk, Jeff Cyr, Charles Miles by zoom, Dan Louis by Zoom, Christine Phillips by Zoom, Scott Moore Director of Building Operations, Lisa Wong Town Administrator by Zoom

Call to Order

Ira Brezinsky called the meeting to order at 6:29 pm.

Approval Of Minutes

Approval of Minutes 08/9/2023. Cyr moved and Luis seconded. Motion passed 7-0.

Project Updates

Scott Moore, Director of Building Operations, provided an update on current projects.

Town Hall: Mini-Splits work awarded. Work to be completed by spring. Town will receive a \$2K rebate.

Recreation Dept: Safety Netting for Beach grounds park is out to bid, Bids due Oct 20,2023.

Police Dept: Hot Water Heater: Replacement has been contracted and is in process.

Ledges: IFB pump specs complete, Bids due Nov 9. Work will be done next spring. Insulation repairs contracted. A new roof will be needed in the next 3 to 5 years.

DPW: Buttery Brook Park: Asbestos Removal has been awarded.

Roof HVAC Unit: Contract awarded and work to be completed on Oct 25 & 26, 2023

Two Garage Doors: Contract awarded and work to be completed on Dec 15, 2023.

Roll On/Off Container (Transfer Station) not covered at the meeting.

Tree Study; 25% work done, main roads done, now secondary roads.

BobCat Skid Machine: Contract awarded and old tire loader traded in. Received \$14K for trade in. Approximately \$64K out the original \$80K appropriation is available to be spent elsewhere.

Small Track Excavator: Contract awarded. The \$90K price included a mower attachment.

School Department:

High School:

Drainage (Ground) Work completed

Drainage (Ground Pipes) Fletcher cleared all court yard drains.

Badger will come to vacuum the basin sumps.

Drainage (Roof) All cleaned

Trees in Court Yard: Northern to remove trees 10/9/23
Trees along Building: Northern to remove trees 10/9/23
Contract has max'd out change orders
Door Locks still waiting for materials

Exhaust Fan Failures: Study ongoing. Estimate is \$15K-\$20K. This issue will be reviewed at next meeting with more information.

Breathable Carpet: Test 100SF in library speech room – part of drainage issues

Water coming into classroom: This happened the day of the meeting, the next day it was found out to be a leaky actuator behind the uninvent. It was puddling against the wall and seeping out of the tiles. Good news, it was not ground water related.

Mosier School:

Re-Keying work scheduled for 10/11/23

Report from DPW Superintendent

A new Street Sweeper is being requested at the STM. Request from Free Cash (\$385K). The Town has requested \$50K from the insurance company for the old machine with those funds to be used to purchase a used sweeper to be used until the new sweeper arrives. This used machine would be traded in for the new machine. The insurance company has not yet responded to the DPW superintendent. CPC will vote on this item at the Nov 2, 2023 meeting

DPW: WWTP: Roof 2022 Roofing contractor developing bid specs.

DPW: Bardwell Street: Former DPW Director had discussed some issues with sewer lines between Carew Street and Summit Street. Current DPW Director arranged for a tree to be removed where the roots were causing some problems at Linden Drive and Bardwell Street. Design work is still ongoing.

DPW: Mary Lane Drive sewer issue corrected by finding a manhole, relining it and other work to keep out surface/ground water. This sewer line feeds into the Morgan Street pump station.

Mosier School Statement of Interest (SOI)

The TA's memo reviewed the process and the status for submission of a SOI to the MSBA. Once approved by the MSBA, funds would be used to prepare a Feasibility Study. Recommended funding sources as follows:

\$850K - Current balance of Mosier Stabilization Fund

\$500K - To be voted from Free Cash at November 15, 2023 Special Town Meeting

\$200K - To be voted by Annual Town Meeting in May 2024

The recommendation to transfer Senior Center funds generated much discussion.

Mcalisster moved and Cyr seconded to endorse the Mosier School Stabilization Fund funding sources as presented. Motion passed 7-0.

Middle School: Upgrade to HVAC- ongoing when school is out.

Judd Brook: ARPA funded. Out to bid. Estimated between \$1.9M to \$2.75M. Need to be completed by the end FY24 or be fined by the State. The TA will ask for another \$300K from Free Cash for this project for Contingency expenses at the STM. The CPC will vote on this project at the Nov 2, 2023 meeting.

Elevators: Upgrade to the Middle school and Town Hall will be voted on the next meeting. Cost and bid specs will be reviewed at the next meeting

Potential Capital Requests for Nov 15 Special Town Meeting (STM)

The following items were discussed and will be voted on at the next CPC meeting.

DPW: New Sweeper \$385K

Exactor attachment for catch basins Free Cash \$13K

Town Hall and Middle School Elevator Upgrades due to State mandatory code changes \$15K. Will vote on this issue next month.

Emerging Needs

Recreation: Replace 33-year-old High School scoreboard Est \$35K. Will look at this issue next month with more information.

Fire Alarm Systems at HS & Police Dept

High School Roof(s). Cafeteria noted in August meeting as needing replacement.

Mr. Moore is soliciting quotes to design a project at the HS that would allow for emergency exit and accessible pathway to the fields Maybe eligible for ADA grant next year.

Safety improvements to roofs at all schools as a result of DLS inspections. Guard rails for all roof hatches and work areas within 16 ft of the edge of the roof, or fall arrest systems, portable eye wash stations.

Next Meeting:

Nov 2, 2023 at library and hybrid at 5:00 pm

ADJOURN

Mcallister moved and Cyr seconded to adjourn \ait 7:35 PM. Motion passed 7-0.

Respectfully submitted
Jon E. Camp, Clerk