

Lunenburg Capital Planning Committee
November 21, 2022
Meeting Minutes

Unanimously approved by Capital Planning
Committee at 12/14/2022 meeting.

Location: Ritter Building

Present: Chairperson Tom Alonzo, David Passios, George Martin, Matthew Brenner, and Peter Beardmore.

Guests: Lunenburg Resident Rhonda Lissio

Call to Order: Chairperson Tom Alonzo called meeting to order at 6:01 p.m., and read a statement regarding the Open Meeting Law and how all public meetings are legally being held remotely, and how to attend and participate in those meetings. Link to recorded meeting: <https://youtu.be/dZtV-sOgDZM>

Public Comment: none

Discussion of CPC Inventory Responsibility under chapter 12-18 of the Town Bylaws

Chapter 12-18 states:

“The Capital Planning Committee shall establish and update a comprehensive capital plan. The Committee shall at least annually provide its materials to the Town Manager so that the Town Manager will meet the obligations of the office set forth in Section 6-7 of the Lunenburg Town Charter. The Capital Planning Committee shall be responsible for providing a complete inventory of Town property, real and personal, including school property, in conjunction with the Town Manager.”

The committee agreed that establishing the town’s inventory in the summer before the capital planning process begins would be most helpful.

Mr. Brenner added that given the purview of the committee the list should consist of items and bulk purchases for \$20,000 and over, as well as recently retired items such as vehicles.

Mr. Beardmore added that knowing the town’s inventory will be helpful to the town as a whole, as well as the Capital Planning Committee.

Open Discussion of Capital Planning Requests and Prioritization:

Mr. Beardmore opined that funding sources should be considered when prioritizing the list. Mr. Alonzo explained that funding sources are not the purview of the committee.

There are 29 capital plan requests totaling \$3,140,110

Committee members discussed wanting clarification on the Flat Hill Road drainage construction, the additional parking lot for the senior center, the bundled cemetery projects, and the school’s safety projects. Committee members also discussed 6 wheel dump trucks, and the new facility for animal control.

Minutes Approval: Mr. Brenner motioned to approve the minutes of the October 17, 2022, and the October 26, 2022 meetings, Mr. Passios seconded. On vote, motion carried unanimously.

Action Items for Next Meeting: More discussion, and prioritization of capital plan items

Confirm Subsequent CPC Meetings: November 30, December 5, and December 14, 2022.

Public Comment from the committee: Mr. Passios announced the holiday tree is slated to arrive November 26, 2022 at the gazebo. Annual tree lighting will take place December 1, 2022 at 6:00 p.m.

Public Comment from the public: Ms. Lissio commented that she would rather see the school officer resource program expanded than see the town spend money on protective film for windows.

Adjournment: Mr. Brenner motioned to adjourn, Mr. Beardmore seconded. On vote, motion carried unanimously.