

Lunenburg Capital Planning Committee
November 30, 2022
Meeting Minutes

Location: Ritter Building

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

Guests: Lunenburg Resident Rhonda Lissio

Call to Order: Chairperson Tom Alonzo called meeting to order at 6:04 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/9sOU_AO8kjc

Public Comment: none

Discussion of Capital Planning Requests and Preliminary Prioritization:

Mr. Alonzo shared an updated plan from the Town Manager concerning projects with the Brooks House, and DPW cemetery projects, as well as some school department requests. The Roof, gutters, and exterior doors on the Brooks house will be worked on in phases starting with FY24, and wrapping up in FY26. DPW requests have been removed, or broken down into individual projects, which now meet capital planning criteria.

Committee members agreed that headstone restoration is needed, but could be done in phases, and once all headstones are restored a plan can be put in place for maintenance.

Committee members received more information on the Flat Hill Road drainage project request via email on the day of the meeting. Cost of engineering will be \$10,000 (out of \$240,000 request), cost of plans will come out of FY23 capital funds. Drainage pipes are located on private property, and DPW/McCarthy Engineering is waiting to hear from those property owners. Mr. Alonzo commented that the drainage for the development should be the responsibility of the Home Owners Association on the property.

Costs of some school projects have been updated. THES Exterior Door Replacement is now estimated to cost \$160,000, THES Security upgrade is now estimated to cost \$131,000, and the Primary School Security upgrade is now estimated to cost \$83,500.

Mr. Beardmore researched the longevity of the safety film for the windows and found that manufacturers provide a ten-year warranty on the commercial grade film.

Committee members discussed the decision making process on how to rate, and whether to rate some requests on the plan.

Mr. Beardmore expressed his concern over ARPA funding, and the Special Purpose Stabilization Fund, and how those sources could be used to fund items on the plan, i.e., the request for an ambulance. Mr. Beardmore opined that it should be the Capital Planning Committee's purview to look at alternative funding sources, and that the Town Manager should explain his or her intentions on how funds in the Special Purpose Stabilization account are to be spent.

Mr. Beardmore also expressed his concern over the age of the Vertex study, and how the list of repairs to be made could conflict with the work of the Municipal Building Design Committee as time goes on. Several projects on the capital plan are from the Vertex study, and how to score those projects is challenging for committee members.

Committee members discussed all the requests on the plan. Brooks House requests, the senior center parking lot, and protective window film, are items that require more information in order to receive a proper ranking/

Mr. Alonzo will distribute the list to the rest of the committee so everyone can rank the items as they deem fit.

Action Items For Next Meeting: Prioritization of list, and discussion

Confirm Subsequent CPC Meetings: Monday, December 5, 2022, 6:00 p.m. at the Ritter Building, December 14, 2022, 6:00 p.m. at the Ritter Building.

Public Comment: Mr. Alonzo thanked committee members for a robust discussion on the items on the capital plan.

Adjournment: At 7:52 p.m. Mr. Beardmore motioned to adjourn, Mr. Passios seconded. On vote, motion carried unanimously.