

Location: Ritter Building

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

Guests: Town Manager Heather Lemieux, School Committee Chairperson Carol Archambault, Lunenburg Resident Rhonda Lissio

Call to Order: Chairperson Tom Alonzo called meeting to order at 6:07 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/3DtWeBgX5tE>

Public Comment:

CPC Members: Mr. Beardmore made clear that he sees a new ambulance as a top priority, and also acknowledged that there is a request to fund that ambulance with some of the \$3 million available in ARPA funds. Mr. Beardmore added that there is also \$2 million dollars in the Special Purpose Stabilization fund, which he believes is for such purchases. Mr. Beardmore pointed out that there is also a request to fund the radio equipment for the fire department with ARPA funding. Mr. Beardmore added that ARPA funds have been available for over a year, and the requests for the ambulance and radio equipment were made in late summer of 2022. Mr. Beardmore also commented on the DPW requests that were approved on Capital Plans from FY22 and FY23 for trucks that are on backorder, and suggested using funds currently available to order the other two trucks requested by the DPW now, instead of waiting for FY24, and to also purchase the ambulance with available funds, and remove those items from the FY24 Capital Plan requests.

Public: Ms. Archambault thanked the committee for their discussion on the safety item requests for the school department, and asked that they carefully consider all the items, including the protective film for the windows on the schools, and cautioned the committee to make preparations now, and avoid finding the town in a position where they are wishing there could've been something done to prevent a tragedy.

Discussion of Capital Planning Requests and Preliminary Prioritizations:

Flat Hill Drainage Construction \$240,000: Committee members agreed that this is an important project, but that more information is needed in order to justify the amount requested to spend. The main concern is where the water will be drained as it's removed from the current site.

Senior Center Parking Lot \$150,000: Committee members acknowledged that the senior center needs more parking, but would like to see more information regarding the ADA Patio project, as well as a more definitive plan for the playground next to the proposed parking lot, which accounts for only eight parking spaces.

Mr. Beardmore rated the project as one of the last items on the list, and pointed out that the amount of money requested for the project was submitted before the plans were drawn, and questioned whether \$150,000 is a reliable estimate for the project. Mr. Alonzo, and Mr. Martin did not give the project a rating. Mr. Passios rated the project as number 16 out of 29 items, and clarified that he thinks the project has merit, but also agreed that more information would be reassuring, and would support a motion to remove the item from the plan.

Ms. Lemieux commented that she thinks the parking lot is important as the location will provide access to the new patio, and help alleviate parking on Memorial Drive, which has been a problem for several years. Ms. Lemieux added that a plan for the lot has been provided to the committee, and she will seek answers on the question of how drainage will tie in with the patio.

Brooks House \$130,000: Committee members agreed that if the town can't decide what to do with the Brooks House, it's challenging to justify putting money into the proposed projects. Mr. Beardmore added that given the recent change in charge of the Municipal Building Design Committee, putting money into the Brooks House now, before knowing what that committee will determine regarding the Brooks House does pose a challenge. Ms. Lemieux reminded committee members that Town Meeting did support selling the Brooks House, but no advertisement has been published.

Present members current rankings:

Request Title	Project Number	FY2024 Capital Costs	Collins Score	dpassios RANKING	gmartin RANKING	mbrenner RANKING	pbeardmore RANKING	talonzo RANKING
Ritter Building, Painting, Vertex Year 2 Items #15-16	FM19-06C-2	\$65,000.00	12	30	17		26	11
TC Passios Ansl Inspection, Charge, Operational Maintenance Vertex	FM19-07A-3	\$25,000.00	20	27	18		4	8
TC Passios Plumbing Upgrade Vertex Item #24	FM19-07A-4	\$20,000.00	10	29	22		20	16
TC Passios, Abatement Testing Vertex Item #21	FM19-07A-1	\$50,000.00	47	28	23		19	15
TC Passios Side Walk Repair Vertex Item #4	FM19-07A-2	\$25,000.00	22	7	15		25	9
Brooks House, Porch / Fire Escape Engineering and Repair Vertex Item	FM21-06-1	\$40,000.00	46	24	0		21	27
Brooks House, Roof/Gutter Repairs Vertex 10-12	FM21-06-3	\$20,000.00	26	19	0		23	21
Brooks House, Window Repairs Vertex Items #5-6	FM21-06-4	\$50,000.00	23	26	0		24	25
Brooks House, Exterior Doors Vertex Repairs Item #7	FM21-06-2	\$20,000.00	30	25	0		22	24
Parks McNally Park	FM23-01	\$50,000.00	20	18	13		18	18
Public Safety Building, Downspout Repairs	FM23-02	\$25,000.00	17	9	12		15	20
Parks, Whalom Lake Treatment	FM23-03	\$30,000.00	47	15	16		17	23
Senior Center, Parking Lot	FM20-05	\$150,000.00	28	16	0		27	0
Ritter Building, Floor Covering Replacement Vertex Item #14	FM19-06C-1	\$65,000.00	49	17	21		19	22
		\$635,000.00						
Public Safety Radio system- Update/Replace Obsolete Hardware Phase 1	FD23-01	\$242,510.00	42	8	9		10	7
Replacement Rescue 1	FD17-03	\$506,000.00	34	10	4		1	4
		\$748,510.00						
New 1/2 Ton 4WD Crewcab Pickup	DPW23-16	\$55,000.00	33	12	5		14	17
6 Wheel Dump/Spreader/Plow Truck 2	DPW23-18	\$240,000.00	29	1	6		3	5
6 Wheel Dump/Spreader/Plow Truck	DPW 17-14	\$240,000.00	32	2	7		2	6
Cemetery - Turf Restoration	DPW23-20	\$50,000.00	15	6	10		16	13
Cemetery - Headstone Restoration	DPW23-21	\$38,000.00		20	11		18	26
Flat Hill Road Drainage Construction	INFRA21-06	\$240,000.00	26	21	0		28	0
Northfield Culvert (Kellys Pond) Survey/Design/Permit	INFRA21-03	\$25,000.00	48	11	19		13	14
		\$888,000.00						
School Pickup Truck with Plow and Sander	LPS19-09	\$68,000.00	37	13	20		12	12
MS/HS Turf Field Feasibility Study	LPS23-06	\$50,000.00	34	22	0		11	19
THES Upgrade Fire Alarm System	LPS20-05	\$287,000.00	37	14	8		9	10
LMHS, THES, Primary- Installation of 3M Window Safety Film	LPS23-07	\$130,000.00	22	23	14		5	23
THES Exterior Door Upgrades/Replacements	LPS23-08	\$160,000.00	31	3	1		6	1
THES Security Upgrades	LPS23-09	\$131,000.00	29	4	2		7	2
Primary Security Upgrades	LPS23-10	\$83,500.00	30	5	3		8	3
		\$909,500.00						
		\$3,181,010.00						

After some discussion on whether and how to rank items on the plan regarding pending information as well as additional funding sources, committee members agreed some would change their current rankings. Mr. Alonzo anticipates receiving Mr. Brenner's scores by the end of the week, and will edit the chart accordingly as soon as he has everyone's final responses.

Minutes: Mr. Beardmore motioned to approve the minutes from the November 7, 2022 meeting, Mr. Passios seconded. On vote, motion carried unanimously.

Action Items: Finalize prioritization

Confirm subsequent meetings: Wednesday, December 14, 2022 at 6:00 p.m. at the Ritter Building.

Public Comment: none

Adjournment: At 7:37 p.m., Mr. Passios motioned to adjourn, Mr. Beardmore seconded. On vote, motion carried unanimously.