

TOWN OF LUNENBURG
CAPITAL PLANNING COMMITTEE
October 9, 2024

Lower Meeting Room
Ritter Building
960 Massachusetts Ave
Lunenburg, MA 01462

Present Members: Vice Chair Tom Alonzo, Chair Peter Beardmore, Clerk Matt Brenner, Member-at-large Rob Bowen, Finance Committee Representative Chris Menard

1. Call to Order

The meeting opened at 6:35 PM.

2. Public Comment - committee, public

There was no comment from the Committee or the public.

3. Chair's report

Peter Beardmore states that he met with Carter Terenzini and talked about standardizing the presentations and starting the calendar earlier. Carter Terenzini has appointed the Library Director to work with the department heads to try to regiment the presentations. Peter Beardmore has been in email contact with the Library Director about scheduling.

Peter Beardmore shared what he learned at the last Budget Task Force Committee meeting. Capital and its effects on the budget were discussed. Peter Beardmore is interested in seeing what the Budget Task Force Committee comes up with. Their meetings are also available to view on YouTube.

Peter Beardmore met with Chris Menard and discussed concerns about the DPW budget.

Carter Terenzini expressed his concern with North Cemetery and the cemetery expansion. There is a sum of money that is available to the Cemetery Commission that can be used towards expansion.

Peter Beardmore had previously distributed the financial policies manual. The proposed manual included existing policies, bylaws, state practices but it was not annotated as to the source. The Committee believes getting their policies aligned with that document may be challenging.

4. Review and approve minutes

The review and approval of minutes from prior meetings was tabled to the next meeting.

There was some discussion about where the Committee could share documents. Peter Beardmore states that the school department operates on Google and the town operates on Microsoft. There is discussion about having a SharePoint file or using Google Drive. Tom Alonzo is frustrated that there is no single domain that the Committee can use to share documents. Peter Beardmore will look further into this.

5. Capital request presentations

a. Police

The presentation was provided by the Interim Police Chief,
Lieutenant Jeffrey Thibodeau

The majority of the 10-year capital plan includes replacing cruisers. The cruiser fleet is currently in good condition due to cruiser rotation and replacing gas vehicles with hybrid Ford Explorers. The vehicles have shown a decrease in fuel consumption and opportunities through the Green Communities.
hybrid
has grant
Another project includes workplace expansion. The police department has been working with the Facilities Director, Chris Ruth, to utilize the vacant second floor. The department has outgrown its current workspace facilities.

FY 26 plan includes:

- Replacing 2 cruisers

The vehicles being replaced are cruiser 206 that has 100,195 miles and is being used by the School Resource Officer. The second vehicle is cruiser 205 that has 81,420 miles and is being used as a cruiser due to mechanical issues.
second line

Tom Alonzo questions if any vehicles will be coming off the ownership list. Lieutenant Thibodeau confirms that cruisers 205, 206, and 209 will be auctioned.

FY 27 plan includes:

- Purchasing portable radios

Lieutenant Thibodeau checked the estimated cost per radio to be \$1,478. The department would need radios totaling \$44,340. The lifespan for the radios is roughly 7 years.
30
radios is

totaling

- Purchase new Ford Police Interceptor Hybrid vehicle roughly \$75,500.

Tom Alonzo asks why 30 radios are needed. Lieutenant Thibodeau states each individual officer is issued their own radios.

FY 28 plan includes:

- Replacing cruiser 208 and cruiser 212
The replacement vehicles will be Ford Interceptor Hybrid vehicles costing \$77,825 per vehicle. The total for the 2 vehicles is \$155,650.

FY 29 plan includes:

Officer

- Replacing a marked cruiser and the School Resource vehicle.

The replacement vehicles will be Ford Interceptor Hybrid Explorers costing \$80,160 per vehicle. The for the 2 vehicles is \$160,320.

total

- Firearm replacement
The current cost is unknown due to fluctuation, but 30 firearms will be needed.

FY 30

- Replacing 1 cruiser and 1 unmarked cruiser
The replacement vehicles will be Ford Interceptor Hybrid vehicles costing \$82,565 per vehicle. The total for the 2 vehicles is \$165,500.

FY31

- Replacing 2 cruisers
The replacement vehicles will be Ford Interceptor Hybrid vehicles costing \$85,042 per vehicle. The total for the 2 vehicles is \$170,085.

FY32

- Replacing 2 cruisers
The replacement vehicles will be Ford Interceptor Hybrid vehicles costing \$87,593 per vehicle. The total for the 2 vehicles is \$175,186.

Chris Menard asks if the Police Department will be looking to replace a pickup truck. Lieutenant Thibodeau says that the pickup truck currently has 7,000 miles and hopes the lifespan will be 12 years.

Chris Menard inquired about body worn cameras. Lieutenant Thibodeau states they are currently working and are a great tool, but he is unsure of their lifespan. Chris Menard suggests adding body worn camera replacement to the 10-year capital plan. Tom Alonzo asks if there is a contract for software to support the cameras. Lieutenant Thibodeau confirms there is a yearly software contract and everything from the cameras is downloaded to a separate computer.

The Police Department is suggesting additional training and equipment for the mechanic who works on their fleet. The training would relate specifically to hybrid vehicles.

b. IT

The IT department needed to reschedule their presentation and currently the date has not been determined.

6. Review schedule, topics for future meetings

Below is the current schedule for presentations:

October 21st: Schools

October 23rd: Facilities

November 4th: DPW and Fire

Peter Beardmore will circulate an email to inquire about everyone's availability for November.

Chris Menard brought forward the fact that capital projects are backlogged. He questions if this will affect the Committee prioritization of this year's projects.

Peter Beardmore will add the discussion about the financial manual to the upcoming agenda.

7. Public Comment - public, committee

There were no comments from the public or Committee.

8. Adjourn

There was a motion to adjourn by Tom Alonzo, seconded by Matt Brenner.

The meeting closed at 7:52 PM.