

TOWN OF LUNENBURG
CAPITAL PLANNING COMMITTEE
October 21, 2024

Main Floor Meeting Room
Ritter Building
960 Massachusetts Ave
Lunenburg, MA 01462

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

1. Call to Order

The meeting opened at 6:30 PM.

2. Public Comment - committee, public

There were no comments from the Committee or the public.

3. Chair's report

Peter Beardmore states there haven't been any more issues related to IT. A shared folder was created that the Committee can work from. IT has not scheduled a date or time for their capital planning presentation.

Peter Beardmore met with the DPR Director, and it was brought to his attention that The Massachusetts DOT has a new state rule that some vehicle efficiency and electric vehicle requirement for heavy equipment has been accelerated. These new laws will be adopted nationally in January 2027, but Massachusetts has accelerated the adoption to 2025. This will create a hardship to obtain heavy equipment vehicles because they are already unavailable and when available they are much more expensive than today's equivalent. This notice was passed to Representative Kushmerek and was informed last week that this has been postponed by 1 year and will go into effect January 2026.

4. Review and approve minutes

The previously submitted minutes were circulated to the Committee, and they are anticipated to be approved at the next meeting.

5. Capital request presentations

a. Schools

Superintendent Dr. Kate Burnham provided the presentation.

The below projects are listed in priority order and voted on by the School Committee at their meeting on September 4th.

FY26 Capital Requests

1. A feasibility study for the entry and driveway expansion at the Primary School. This is estimated to cost \$30,000. This will include a designer to complete a feasibility study of the Mass Ave. entry and a review of

any environmental limitations due to wetlands. An assessment will be completed of the current parking capacity expansion for the driveway, driveway parking to the school facility, evaluation of emergency access of Police, Fire, EMT vehicles.

2. Designer services for playground equipment. This is estimated to cost \$30,000. The funds would allow a contract for a playground designer along with stakeholders to develop a new age appropriate inclusive and accessible playground for students at the Primary School.

3. Replacement of hot water tank at Turkey Hill Elementary School estimated at \$20,000.

Chris Menard questions if there would be any state funding available. Dr. Kate Burnham states this kind of project is currently not on their accelerated repair projects that were deemed eligible.

4. Generator and generator deck for the Primary School quoted price of \$141,896. Currently there is no generator, and this is running a risk of freezing water lines and losing items in fridge and freezers.

Peter Beardmore confirms there is also a high rate of power outages in that area in Lunenburg. All the systems are being taxed in that building due to not having a generator.

5. Primary School window safety film was estimated to cost \$26,865.

6. The replacement of the security camera is estimated to cost \$40,000. This will replace the current box as well as add an additional box.

Chris Menard questions if this security system will be the same or different as the system the town is currently putting in. Dr. Kate Burnham is unsure.

7. Middle High School window safety film quoted at \$33,215.

8. A utility pickup truck with a plow quoted price of \$64,780. This would be a Ford F350 with plow and utility storage. This will replace the 2005 Ford dump truck that was received from the DPW in 2022.

FY27 Capital Requests (not in priority order)

1. Primary School expansion project including the construction work.
2. Primary School age appropriate and accessible playground equipment. Includes removal of existing equipment and installing new equipment.

Chris Menard suggests Dr. Kate Burnham speak with Chris Ruth about the estimated quote they received.

3. Development and plans for gas condensing boilers at the Primary School. The estimated cost is \$30,000.

4. Phase 2 of the mini splits. Units have been installed during phase 1. Grants were submitted through Green Communities and a rebate was received from Unitil.
5. Turkey Hill Elementary School classroom mini splits. Dr. Kate Burnham anticipates applying for funding through Green Communities. Tom Alonzo is concerned about the efficiency and cost of electricity.
6. Middle High School turf field and complex estimated to cost \$920,000. This would include fixing the hardscape and the drainage in the hill behind the bleacher and under the press box. It will cost an additional \$500,000 to replace the turf and track.
7. Middle High School auditorium booth audio upgrades. The estimated cost is around \$44,000.
8. Installation of key card system at Middle High School, concession stand and field house.

FY28 Capital Requests

1. Primary School gas condensing boiler replacements. The Green Communities Committee is reviewing grant possibilities.
2. Complete window replacement at Turkey Hill.

FY29 Capital Request

1. Pickup truck with plow to replace the 2012 Ford F250
Chris Menard questions what the trucks are used for. Dr. Kate Burnham states they are used for plowing, moving materials from buildings, and ground maintenance.

FY 30 Capital Requests

1. Installation of new windows at Turkey Hill.
2. Replacement of wall mounted projectors in all the classrooms and common areas at the Middle High School.
3. Network firewall replacement is estimated to cost \$80,000.

FY 31 Capital Requests

1. District wide phone system upgrade. By the year 2031 the phone system product currently used will no longer be supported.
2. Renovation or new build of Turkey Hill School.

FY 33 Capital Request

1. Lawnmower replacement is estimated to cost \$55,000.

FY 34 Capital Request

1. The Primary School and the roof mechanicals will be reaching end of life. There will need to be an engineering estimate and the replacement of the roof mechanicals.

Tom Alonzo asks what the status of the capital projects that were previously approved

Dr. Kate Burnham provided the below updates:

- The window film at Turkey Hill is 98% complete. They are awaiting replacement of some large glass panes because they were cracked.
 - There was a meeting last week with the architects to discuss the exterior door replacement at Turkey Hill. They estimated the door replacement including labor to cost over \$150,000.
- Tom Alonzo suggests the possibility of using ARPA funding.
- Turkey Hill fire alarm system in process.
 - Security and access projects for Turkey Hill will be going out to bid in mid-November.
 - Phase 2 mini splits at the Primary School are being reviewed for grant possibilities through Green Communities.
 - The engineering assessment and ADA study of Turkey Hill has received 7 bids. They anticipate awarding the bid on October 30th.
 - A feasibility study of the turf field has been completed using ARPA funds.
 - Phase 1 of the ac mini splits at the Primary School has been completed.

5. Discuss draft town fiscal policy manual

Peter Beardmore printed out and provided edits and notes from himself and Rob Bowen. This includes references to actual bylaws and policies. The intent of this document is for it to be adopted as the new policy. Rob Bowen states there is contradictory information in this document and the new policy. Peter Beardmore stated that this manual is intended to be a replacement for the current policy.

Tom Alonzo is not comfortable reviewing and Rob Bowen believes someone needs to be hired as opposed to each different Committee submitting their edits.

Tom Alonzo believes the response should be that there are conflicting components in the policy versus bylaws and charters.

Matt Brenner questions if this will be well maintained as bylaws change.

Peter Beardmore will communicate to the Interim Town Manager what the Committee has discussed, and Tom Alonzo will bring the general conversation to the Select Board.

6. Review schedule, topics for future meetings
October 23- Facilities Director Presentation
November 4 - DPW and Fire Presentations

Tom Alonzo questions when the IT department will respond to schedule their meeting.

7. Public Comment - public, committee
There were no comments from the public or the Committee.

8. Adjourn
There was a motion to adjourn by Rob Bowen, seconded by Chris Menard. All in favor.

The meeting closed at 8:08 PM.