

TOWN OF LUNENBURG
CAPITAL PLANNING COMMITTEE
November 4, 2024

Lower 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 6:31 PM.

2. Public Comment - committee, public

There were no comments from the Committee or public.

3. Chair's report

Peter Beardmore forwarded the presentations for tonight's meeting to the Committee earlier today.

Peter Beardmore also received the updated presentation with the corrected numbers for the school presentation

4. Review and approve minutes

There were no minutes to review.

5. Capital request presentations

a. IT

Casey Chisholm, I.T. Director, provided the capital request presentation.

FY26 Capital Request (no requests)

FY27 Capital Request

Priority 1: Eagle House network equipment has not been upgraded in 10 years. This will improve the security in town and allow for faster troubleshooting with the new equipment. The cost for firewall and the access points for the infrastructure is estimated to cost \$16,000.

Priority 2: Replacement of network equipment sand access points for Ritter Building, DPW, Public Safety and Town Hall is estimated to costs \$32,000. The lifespan of access points for switches and firewalls is between 5-8 years.

Casey Chisholm has previously used the community compact grant for firewalls. Currently that grant is available every 2 years.

Matt Brenner questions how likely we are to get full coverage by the grant. Casey Chisholm is aware of results from 7 grant rounds from other towns. Out of 7 applications there was only 1 that was denied. The grant typically opens in November and are due in December then approved by January/February.

Tom Alonzo asks if Wi-Fi 6 is enabled at the current access points. Casey Chisholm confirms they have the capacity, but they aren't turned on because of compatibility issues. It will get turned on once they are comfortable knowing everything else in the environment/space is ready.

Tom Alonzo asks the speed that the desktops are connecting at. Casey Chisholm believes it's a gig.

Tom Alonzo questions why some employees don't have the license access that's needed. Many employees are working off web applications instead of desktop applications. Carter Terenzini has confirmed they are going through the process and just approved 8 additional full licenses.

b. Fire

Chief Patrick Sullivan provided the capital request presentation for the Fire Department.

FY26 Capital Request

- Replace Car 2 (Duty Officer/Fire Prevention Vehicle) - \$75,000

Currently, this car has around 100,000 miles and has typical wear and tear. This car is used to respond to all ambulance calls with the shift commander, fire prevention, inspection, and transportation to the fire academy classes.

FY27 Capital Requests

- Replace Squad 3 estimated to cost - \$1,433,000
- Replace Car 1 (Chief's Vehicle/Command car) - \$103,590

FY28 Capital Requests

- Replace Rescue 2 - \$615,850

EMS is currently averaging 1,200 calls per year. These vehicles are kept for 10 years, 5 years on the front line and 5 years as back up. Chief Patrick Sullivan is suggesting these vehicles be kept for 12 years, 4 years front line, 4 years back up, 4 years reserve.

- Replace M1 - \$126,928

Currently this truck is in good condition with low mileage. There has been discussion about converting it into a brush truck.

Peter Beardmore questions what the truck is being used for. Chief Patrick Sullivan states it is used as a pickup hose, secondary inspectional vehicle, plowing.

FY29 Capital Request

- Replace Engine 2 Chassis - \$153,100

FY30 Capital Request

- Replace Cardiac Monitor - \$40,000

Currently the department has 2, one in each ambulance.

FY31 Capital Request

- Replace 2nd Cardiac Unit - \$40,000

FY32 Capital Request

- Replace 2019 Ambulance - \$837,904

FY33 Capital Request

- Replace Engine 5 (Heavy Duty Brush Truck/Pumper) - \$996,765

FY34 Capital Request (no requests)

FY35 Capital Request

- Replace Engine - \$1,418,794

FY36 Capital Request

- Replace 2025 Ambulance - \$1,139,957

Tom Alonzo questions why radios weren't listed under any year. Chief Patrick Sullivan has provided Carter Terenzini with a list of possible requests that can be fulfilled with ARPA funds. This includes 12 more portable radios and air packs.

c. DPW

The presentation was provided by DPW Director, Bill Bernard.

The public works dept encompasses highway, cemetery, sewer and vehicle maintenance divisions, maintains roads, trains, bridges and sewer infrastructure.

DPW also manages the highway division maintenance, roads, drainage, storm water, trees, roadside vegetation, and winter operations. Fleet maintenance takes care of DPW vehicles, police and fire.

FY26 Capital Requests

- 6 Wheel Dump Truck with Salt Spreader and Plow

Bill Bernard received an estimated this week of \$401,000.

Tom Alonzo states there are 4 trucks on order that are expected to be delivered this year, but they have been operating effectively with 2 trucks for the last 2 years.

- Compact Backhoe - \$115,000

- Utility Truck - \$70,000
- Catch Basing Cleaning Truck - \$200,000
- Chris Menard questions the ratio of staff to equipment.
- North Cemetery Expansion - \$50,000

There are 100 plots between North and South cemetery remaining. There are areas available for expansion, but they will need to level trees and put in a roadway.

Chris Menard questions how much is in the cemetery sale of lots fund. Bill Bernard states \$200,000.

- Repave Roadways in North Cemetery - \$225,000

FY27 Capital Requests

- Replace existing Front-End Loader - \$290,000
- Bill Bernard rented a loader for \$5,000 a month for a total of 4 months.
- Replace 1 Ton Dump Truck - \$70,000
- Town Wide Tree Survey - \$50,000
- Design for New West Townsend Road Drainage Improvements - \$100,000
- Design Cost for Replacing Existing Salt Shed Frame - \$75,000
- South Cemetery Roads Paving - \$100,000

FY28 Capital Requests

- Replace of 1 Ton Truck - \$72,100
- Design Cost for Northfield Road Culvert - \$90,000
- Construction Cost for Salt Shed - \$600,000
- Construction Cost of New West Townsend Road Drainage Improvements - \$400,000

FY29 Capital Requests

- Replace 2 1-Ton Utility Truck with Plow - \$150,000
- Construction Cost for Northfield Road Culvert - \$300,000
- Placeholder for Design/Permit of Drainage Improvements - \$90,000

FY30 Capital Requests

- Replace Asphalt Roller - \$35,000
- Replace Brush Chipper - \$60,000
- Placeholder for FY29 Construction of Drainage Improvements - \$400,000
- Placeholder for Design/Permit of Drainage Improvements - \$90,000

FY31 Capital Requests

- Replace Backhoe/Loader - \$200,000
- Replace Large 6-Wheel Dump/Spreader/ Plow Truck - \$410,000
- Replace 1-Ton Dump/Plow Truck - \$75,000

- Placeholder for FY30 Construction of Drainage Improvements - \$400,000
- Placeholder for Design/Permit of Drainage Improvements - \$90,000

FY32 Capital Requests

- Road Sweeper - \$400,000
- Replace 6-Wheel Dump/Spreader/ Plow Truck - \$415,000
- Replace Cemetery Lawn Mower - \$20,000
- Replace DPW Lawn Mower - \$20,000
- Placeholder for FY31 Construction of Drainage Improvements - \$400,000
- Placeholder for Design/Permit of Drainage Improvements - \$100,000

FY33 Capital Requests

- Placeholder for FY32 Construction of Drainage Improvements - \$400,000
- Placeholder for Design/Permit of Drainage Improvements - \$100,000

FY34 Capital Requests

- Replace 1-Ton Dump/Plow Truck - \$75,000
- Replace ¾ Ton Pickup Truck with Plow - \$65,000
- Placeholder for FY33 Construction of Drainage Improvements - \$400,000
- Placeholder for Design/Permit of Drainage Improvements - \$100,000

FY35 Capital Requests

- Replace ½ Ton Crew Cab 4x4 Pickup -\$65,000
- Placeholder for FY34 Construction of Drainage Improvements - \$400,000
- Placeholder for Design/Permit of Drainage Improvements - \$100,000

Tom Alonzo questions if projects such as bridges and culverts will be included in the storm water utility program. Bill Bernard doesn't believe biggest projects like those would not be handled in the utility bill.

6. Review schedule, topics for future meetings

All capital presentations have been completed. The next task is to take those requests and put them in order of priority. That list will then be sent to the Town Manager before the end of the calendar year.

Rob Bowen is requesting a list of all the capital projects that have not been completed.

Peter Beardmore will create an excel spreadsheet and a Google share drive with all the presentations. Peter Beardmore requests that each member rank the projects in their priority order.

Peter Beardmore suggests possible future meeting dates of November 13, November 18, December 2 and December 16.

The next meeting is scheduled for November 13th via zoom at 7 PM.

7. Public Comment - public, committee

There were no comments from the Committee or the public.

8. Adjourn

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

The meeting closed at 9:11 PM.