



Capital Planning Committee

Date: Thursday, October 19th, 2023

Time: 5:00 – 7:00 PM

Location: Town Manager's Conference Room

Minutes

Attendance: Jose Farias (via Zoom), Darrel Harmer, Alex Magee, Timur Kaya Yontar, Chris Moore, Julie Wayman, Joe Solomon, Vaden Broaddus, Ida Cody, Jonathan Haughton (via Zoom, arrived at 5:10 and left at 6:35),

Not in attendance: Joseph Barr

Meeting Opened: Chair Chris Moore called the meeting to order at 5:05 pm.

Approval of Minutes: The minutes from the October 5th, 2023 meeting were reviewed. Timur Yontar made a motion to approve, which was seconded by Joe Solomon. The motion passed unanimously.

Public Comment: None

Schedule of Future Subcommittee Presentations: Schools will present on 11/9 along with remaining items from Fire. IT will present on 11/16 and we will be joined by Talia Fox, Sustainability Manager, to discuss her area of focus.

DPW Subcommittee:

- In general, vehicle inflation has negatively impacted capital requests. DPW continues the approach of gauging vehicle maintenance needs and adjusting purchase timing to maximize vehicle life. In the coming year, some vehicles require replacement before expected end-of-life but other vehicles are pushed out a year to compensate.
- The committee discussed the upcoming transition to automated trash collection. Questions were raised around the useful life of the toters and funding needs at the point of replacement.

- The committee discussed the streetlight replacement request. Julie Wayman shared a report done for the town that outlined the replacement costs, energy savings, and recommendations. Questions were raised around the alternative bulb types, the timing of the project, and the current maintenance costs for out-of-warranty fixtures.
- The committee discussed ongoing challenges with spending headstone repair funds. Given that the funds are dedicated to cemetery usage, the committee proposed to zero out future requests and keep any outstanding funds.
- The committee discussed approving the DPW requests with the following exception: Headstone Cleaning and Repair (zero out). Joe Solomon made a motion to approve, which was seconded by Alex Magee. The motion passed unanimously.

Planning Subcommittee:

- The committee discussed the Blue Bikes request. The FY25 request for \$100k was removed as other funds are already available for the planned installation scope. In addition, the two out-year requests were adjusted down slightly to match the estimated costs. Finally, the remaining funds from FY22 can be swept
- The committee discussed Design and Engineering consultant funds. The initial request was adjusted down based on a refinement of scope.
- The committee discussed the Electrification and Air Quality Master Planning request that had been zeroed out based on discussion between the department head and CPC. The alternative approach will be to study each building at the time it requires HVAC upgrade/replacement.
- The committee discussed conditionally approving the Planning requests with the adjustments notes above. Joe Solomon made a motion to approve, which was seconded by Alex Magee. The motion passed unanimously.

Health and Human Services Subcommittee:

- The committee discussed the complexity of funding the Veterans Park request. The chair will follow up with the department to outline a memorandum of understanding that clarifies the funding available from the capital budget.
- Joe Solomon made a motion to conditionally approve the HHS requests, which was seconded by Darrel Harmer. The motion passed unanimously.

APD Update:

- Timur Yontar shared clarifying data on the costs for Police vehicle replacements that included vehicle costs, upfitting costs, and insurance claim funding.
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New Business: None

Meeting Adjournment: Timur Yontar made a motion to adjourn, which was seconded by Alex Magee. The meeting adjourned at 7:05.