



Capital Planning Committee

Date: Thursday, November 9th, 2023

Time: 5:00 – 7:00 PM

Location: Town Manager's Conference Room

Minutes

Attendance: Jose Farias , Darrel Harmer, Alex Magee, Timur Kaya Yontar (arrived at 5:12), Chris Moore, Julie Wayman, Joe Solomon, Vaden Broaddus, Ida Cody, Jonathan Haughton (arrived at 5:53), Joseph Barr, Michael Mason (Assistant Superintendent of Finance and Operations)

Not in attendance: None

Meeting Opened: Chair Chris Moore called the meeting to order at 5:06 pm.

Approval of Minutes: The minutes from the October 5th, 2023 meeting were reviewed. Julie Wayman made a motion to approve, which was seconded by Alex Magee. The motion passed unanimously. Joseph Barr abstained due to his absence at the prior meeting.

Public Comment: None

Schedule of Future Subcommittee Presentations: IT will present on 11/16 and we will be joined by Talia Fox, Sustainability Manager, to discuss her area of focus. In addition, we will discuss any unresolved items.

School Subcommittee:

- The committee discussed the boiler request. A recommendation was made to apply a 4% inflation estimate to this request which reduces the out-year spend.
- The committee discussed the EMS (Energy Management System) upgrade request. A recommendation was made to group the spend into FY26 & FY28 and bond the funds.
- The committee discussed the Fire Alarm Upgrade request. A similar recommendation was made to group the spend into FY25, FY26, and FY28 and bond the funds.

- The committee discussed the Communications Upgrades. The committee requested follow-up on whether the funds for AHS could be obtained through the ongoing AHS project.
- The committee discussed the Hardy School Electrical Service Upgrade request. A recommendation was made to zero out this request due to a lack of demand for additional electrical capacity at this time.
- The committee discussed the Hardy Roof request. These funds will be moved forward one year to FY25 as Massachusetts School Building Authority (MSBA) may be available to provide partial funding.
- The committee discussed the Solar Panel request. The requests amounts will be swapped between FY25 and FY26 to match the project plan. The FY25 Bishop project request is ~\$348k and the FY26 Hardy project request is ~\$261k.
- The committee discussed the Vehicle Replacement request. It was noted that the FY26 request is for two vehicles which could be spread to separate years if condition allows.
- The committee discussed the Generator Upgrade request. The request amount will be adjusted down to reflect the cost of a standard generator (\$70k).
- The committee discussed the Energy Efficiency request. A decision was made to zero these funds out. (*Note: I am not able to ascribe this decision to the CPC, Subcommittee, or the School Department based on my notes.*)
- The committee discussed the Flooring request. Although the general need for repair and replacement was clearly illustrated, the committee requested that the funds be zeroed out and a request be made next year once a series of scoped flooring projects was provided.
- The committee discussed the Security Updates request. There was a request to clarify the scope of work for the FY27-FY29 funds.
- The committee discussed a series of construction requests at Bishop, Gibbs, and Stratton. These requests have increased due to market inflation and changes in scope.
- Treasurer Wayman will follow up with the School Subcommittee to clarify and update the CPC on Keeps & Sweeps.
- Joe Solomon made a motion to approve, which was seconded by Timur Yontar. The motion passed unanimously.

New Business: None

Meeting Adjournment: Alex Magee made a motion to adjourn, which was seconded by Jonathan Haughton. The meeting adjourned at 7:09.