

**Capital Planning Committee  
Remote Meeting #5  
March 22, 2023**

Members present: Jim Johnson (Vice Chair), Helen Philliou, Chris Nixon, Diab Jerius, Hafiz Adamjee, Stefan Carp, John Fallon (Select Board), Bob LaBossiere (DPW), Peter Lawson (DPW), Mike Wise (DPW), Richard Rohan (Public), Mark Twogood (Staff), Meg White (Staff), Kolby Stiles (Recording Secretary).

**Remote meeting due to COVID-19 Pandemic** The meeting was called to order at 7:00 pm

**Public Comments**

No public comments

**Review/Approval of Minutes from March 8, 2023**

**Motion:** That the Committee accept the 3/8 meeting minutes presented. Made and seconded.

**Philliou - Yes  
Adamjee – Yes  
Jerius– Yes  
Johnson - Yes  
Nixon - Yes  
Stefan - Abstained**

**New DPW Director Introduction**

Mr. Twogood shared with the Committee that the DPW has a new director. Mr. Twogood and the Committee welcomed Mr. LaBossiere.

**DPW Revised Request**

At the previous meeting, the CPC members had asked Mr. Wise to return to the next CPC meeting to present more specific details regarding the three pieces of DPW equipment (trailer, front end loader, and street sweeper). DPW has spoken with the vendor and the new prices for the front end loader and sweeper are being held until July 1st. The costs of the three pieces of equipment as of current are: the trailer is \$115,000, sweeper is \$295,220, and loader is \$269,800. Mr. Twogood has asked that these cost amounts be rounded up in case of any increase in the near future. With these being new amounts, Mr. Twogood would like the Committee to vote on the items, as the motions will be prepared soon and these numbers will be in the revised CPC report.

The rounded up prices for the three pieces of equipment are as follows: trailer is \$115,000 rounded up from \$110,832, the sweeper is \$300,000 rounded up from \$281,255, and the loader is \$280,000 rounded up from \$269,800.

**Motion:** That the Committee approve motions to be developed for Spring Town Meeting funding requests for the Transfer Station trailer in the amount of \$115,000, street sweeper in the amount of

\$300,000, and the front end loader in the amount of \$280,000. These figures will also be reflected in the CPC report. Made and seconded.

The Committee has asked that the items be individual rather than as one lump sum.

**Philliou - Yes**  
**Adamjee – Yes**  
**Jerius - Yes**  
**Johnson - Yes**  
**Nixon - Yes**  
**Carp - Yes**

### **Update on VFA Database**

Mr. Twogood let the Committee know that the Select Board has funded the update for the VFA database for \$130,000. ARPA funds were set aside for this. The contract should be in place as soon as possible.

### **Warrant Articles**

Mr. Twogood stated that the town office had sent the articles and updates prior to this meeting. The warrant will be voted on by Town council on Monday evening.

The first article is the CPC report, which is a standalone article. The Chair will be presenting the revised plan.

### **Motion One:**

Mr. Twogood and Ms. White have put together appropriations, totaling \$176,159.25 (still needs to be proofed) will be going back to the Building Stabilization Fund. There are three projects (Muraco roof, electrical engineering that was completed prior to the override vote). HVAC project has been completed with the remaining \$59,000. Parkhurst elevator had a substantial investment from the Stabilization Fund and supplemented by other sources. Mr. Nixon explained to the newer CPC members about the history of the Parkhurst elevator project. Mr. Nixon suggested that \$17,921.02 should not go back to the Stabilization Fund, rather it should go back to the DAC. Ms. White explained that the funds are not out of the ADA account, it is out of the appropriation for the elevator and it would require being repurposed at Town Meeting. Mr. Nixon added that the Superintendent and the School Committee Chair both agree that it should be given back to the DAC. He asked if this could be a separate motion. Mr. Twogood recommended that this amount should be closed out and be returned to the Building Stabilization Fund and then increase the ADA item on the yellow sheet to what it should be. Mr. Johnson would like to have a legal opinion to see who the money should belong to. Mr. Twogood explained that the funds are sitting in the account and looked at as Capital funds. The funds are town funds. Ms. White further explained that the \$17,921.02 would be closed out and put back into the Building Stabilization Fund and then add \$17,921.02 from the Capital Stabilization Fund to increase the ADA appropriation. Mr. Twogood suggested rounding up the amount to \$18,000.

**Motion:** That the Committee support motion number one as presented. Made and seconded.

**Philliou - Yes**  
**Adamjee – Yes**  
**Jerius - Yes**  
**Johnson - Yes**  
**Nixon - Yes**  
**Carp - Yes**

Bids were open for the Lake Street Bridge project today. They did not come in favorably unfortunately. Factoring in the actual bid price with the contingency and the engineering amount as well as payment to utility company, this would make the town short \$625,000. Ms. White explained that there were four bidders and the prices for the base bid came in (low bidder) \$2,190,000. The remaining appropriation is 2.11 million dollars and the prices range from 2.19 million to 2.5 million. To restore the apron into the DPW complex that will get damaged during the project as well. The Town staff do not feel comfortable entering into a project like this without a 10% contingency. The total cost of the project with a 10% contingency, construction admin services, National Grid's cost to relocate the gas line, and the two alternates is \$2,635,500. The delta is \$625,000 in order to have the contingency in there. Mr. Twogood added that this has already gone to Town Meeting twice on this project. There was an original appropriation of 1.5 million dollars followed by an appropriation of 2.1 million dollars. There was money left over on the Swanton Street Bridge project that was around \$110,000 and a small amount from the flood mitigation project of \$4,600. Currently, \$625,000 is being appropriated, net out expended bond proceeds and get down to the additional amount that is being authorized for borrowing, which is the \$510,000.

Mr. Adamjee asked if this project still makes sense given the doubling of the cost and what the argument would be for not doing the project. Ms. White explained that the bridge would fail if the project is not done. Mr. Adamjee asked if there is any alternative routing that could be utilized so that the bridge could be shut down permanently. Ms. White explained that this roadway should not be closed off, as it would not be a viable solution. There is a lot of turmoil currently due to the fact that the bridge is being closed for two months. Mr. Adamjee stated that he believes the project might have been mismanaged or something was missed in the scope. He added that the Town should look at alternatives again and not propose the same thing and pay more. Ms. White stated that the only alternative would be to not do the project, which would be dangerous due to the chance of injury crossing the bridge as well as the state would force the Town to close the bridge due to safety. Mr. Carp asked if the bridge is ten feet and why it would cost so much to replace. Ms. White stated that this is the case and that the bids were all similar, and the costs are real-time due to materials, labor, etc in 2023 after the pandemic, with a materials shortage, and inflation. The plan was to complete this project years ago and it was delayed for the mentioned factors. The project has been bid and if the funding is received it will move forward in April.

**Motion:** That the Committee approve the supplemental funding for the Lake Street Bridge as presented, including the borrowing of \$510,580. Made and seconded.

**Philliou - Yes**  
**Adamjee – No**  
**Jerius - Yes**  
**Johnson - Yes**  
**Nixon - Yes**  
**Carp- Abstained**

Mr. Twogood explained for clarity that the Committee just voted the motions and the additional funds will not be available until five days after Spring Town Meeting ends. The Town Manager is concerned about securing funding (reserve funds are an option, checking to see Chapter 90 funding, ARPA, etc) because the Town cannot sign the base contract without 100% of the funding in place. Mr. Jerius asked what would CPC be asked to do at the next meeting. Mr. Twogood stated that hypothetically if the Town staff went to the Finance Committee and they gave \$180,000, technically the motion presented would need to be reduced. Mr. Nixon stated that alternatively, CPC could revise the motion seven days before Town Meeting.

#### Removing Lead necks Article

This article will be removed. Mr. Twogood will share more information about this at the next CPC meeting. Funding is in place that will do all but a very small number of lead neck replacements. The recommendation is to see what can get done and if there is a small amount required, Town staff would come back for the Fall Town Meeting.

**Motion:** That the Committee postpone the lead neck funding motion to the next Town Meeting. Made and seconded.

**Philliou - Yes**  
**Adamjee – Yes**  
**Jerius - Yes**  
**Johnson - Yes**  
**Nixon - Yes**  
**Carp- Yes**

#### Lynch Traffic Improvements Article

The Select Board is cosponsoring this with the CPC and this is an authorization. There is \$400,000 that is being appropriated for the engineering services for traffic improvement at the Lynch Elementary School. This is a borrowing authorization. The funds would be borrowed after July 1st, the first bond payment will be due in FY25. Construction would be started in 2024.

**Motion:** That the Committee approve the motion for funding engineering services for traffic improvement associated with the Lynch Elementary School project. Made and seconded.

**Philliou - Yes**

**Adamjee – No**  
**Jerius - Yes**  
**Johnson - Yes**  
**Nixon - Yes**  
**Carp- Yes**

**Next Meeting**

The date of the next meeting of the Capital Planning Committee is Wednesday, March 29th. It was motioned by Mr. Nixon for the meeting to be adjourned, seconded by Ms. Philliou with a roll call vote of unanimous to end the meeting at 7:58pm.

Submitted by Kolby Stiles, Recording Secretary

## Documents

Doc 1 - CPC Agenda 3/22/23

Doc 2 - 3/22 Minutes

Doc 3 - DPW Memo

Doc 4- Draft Warrant Articles