

Capital Planning Committee Minutes 10/25/18

Attending: Jeff Birchby, Audrey Kalmus (chair), Peter Hussey, Maria Hylton, Robyn Dunbar, Jim Henderson

Also attending: Nancy Beach (Pierce House); Chris Bibbo, Bryan Kerrigan (DPW); Jennifer Glass (Selects, SBC); Mary Day (Assistant Town Administrator)

Pierce House Requests

Stone Headwall request. Last year Pierce House received funding for a study which found that the culvert is working well but that the headwall is collapsing. The contractor found that if we fill behind the headwall and add cement, then the culvert will be fine. We will need to do that before any driveway paving. Last year, Pierce House spent \$1,500 against \$15,000 granted for inspection. This year's request is \$6000 to repair the headwall.

Driveway request. Chris Bibbo estimated paving costs \$39,000 last year. The estimate increased this year due to inflation in a competitive market. The request this year is for \$50,000. This would cover paving from street up to the apron into the parking lot. Repaving where existing pavement and sub base torn up and compacted, then new pavement on top of that. DPW will try to tie into another town paving project so get better price.

Mr. Birchby asked if the headwall is eligible for CPA funding. Ms. Kalmus will confirm.

DPW Requests

FY19 request status: 2 approved. Guardrail repair was bid, contract signed, will be fixing rail near 117/126 intersection, 117 west of intersection, Lincoln Rd. N between Lincoln Station and campus. Small dump truck ordered, will be here in a couple weeks.

The committee then discussed the FY20 requests.

Pickup truck – daily frontline piece of equipment for highway department, used for most general functions. Will be four wheel drive with snow package and LED. Will replace 2008 Ford pickup truck that is expected to fail soon.

Mini excavator – will help the department in projects where backhoe would be too large. Would help meeting upcoming goals including drainage, shoulder excavation, etc. New piece of equipment (unique). Quite a few available on the market. Currently hire a private contractor; need this equipment a lot at the cemetery.

Mr. Henderson asked would it be less expensive to rent? Mr. Bibbo responded that rentals can cause delays; trying to hit small windows with small crews, and picking up rental disrupts schedule.

Mr. Henderson commented that utilization will be relatively low; it might be possible to set up a regular rental agreement and the company can get machine in one day.

Mr. Bibbo commented that DPW staff are asking for equipment a lot because it makes life easier. The cemetery is one of major needs. Access is the reason it is needed and the backhoe won't work. Mini tractor loader may be another option. Burial lead times can be very short notice, next day sometimes.

Mr. Henderson recommended that the DPW examine rent/buy tradeoffs, and consider purchasing a smaller option that DPW may be able to get new with warranty.

School Building Project

Mr. Henderson asked how the planned building would be scalable. Ms. Glass: we will change how space is used with hub spaces. The new model will be a group of teachers with a group of kids, less tethered to classrooms and strict class size policy.

The committee discussed if there are value engineering discussions that would lead to greater capital cost down the road?

Ms. Glass responded that field renovations are capital costs that will be diverted to CPC – no longer in school budget. Also removed auditorium divider from school budget, although it would be first back in.

Mr. Henderson asked what is definition of “essential program enhancements”? Ms. Glass responded that this includes hub spaces for 3-8, dining commons and learning commons.

Ms. Hylton commented that with the size of investment, we should not be in a situation where we are not happy with result. People are concerned that due to inflation, we will need to continue to pare back the project.

The committee asked to see current list of value engineering items so we can assess whether we can take a position that these are supported by the committee from a capital planning standpoint.

Ms. Glass discussed value engineering items from most recent SBC meeting.

- Site work – concentrated on area around the school. Less curbing and less granite.
- Changes to field renovation.
- Removed benches.
- Reduction in site lighting and signs.

- Interior – keep some bookshelving and cabinetry.
- Maintained linoleum flooring – maintenance savings due to easier cleaning. Eliminated porcelain tile from commons.
- Reuse some doors and marker boards. Eliminate some sunshades.
- Reduced number of security cameras. Removed mass notification system.
- Added better mechanical system.
- Saved \$1.7m in temp classrooms.
- PPA for solar.
- Added money to pursue incentives.

Mr. Henderson moved to adjourn; Ms. Dunbar seconded, meeting adjourned at 9:12 pm.

Approved on: 11/14/18