

TOWN OF LINCOLN

LINCOLN TOWN OFFICES
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781/259-2603



Capital Planning Committee Meeting Minutes

Tuesday, November 10, 2020 – 7:30 p.m.

*Virtual Meeting Pursuant to Governor Baker's March 12, 2020
Order Suspending Certain Provisions of the Open Meeting Law*

Attendees

CapCom: Peter Montero, Adam Hogue, Jacquelin Apsler, Audrey Kalmus, Jim Henderson, Peter Hussey (Minutes), Rich Rosenbaum

Lincoln-Sudbury School Board: Carole Kasper, Ellen Joachim

Lincoln-Sudbury High School: Kirsteen Patterson – Director of Financial Operations, Bella Wong – Principal

Other: Dan Pereira

Review of Previous Year Lincoln-Sudbury High School Capital Requests

- Chain link fence: Lincoln approved, Sudbury did not approve.
- Pickup truck/snow plow: approved and purchased.
- Student van: approved and purchased (1 of 4 vans to be replaced in next several years).
- Aerial lift: approved by Lincoln, not Sudbury.

Current Lincoln-Sudbury High School Requests

1. *Replace aerial Fork Lift.* Purchased in 2004. Spare parts are not supported by manufacturer, so hard to maintain and repair. Needed equipment to reach high parts of facility. Fork lift is a “man lift” that carries a person, and is past its useful life. Total cost is estimated at \$41,149; Lincoln’s portion is \$5006.62, based on FY21 ratio of 12.71%. Estimate is based on a quote which could be shared as necessary.
2. *Repair and resurface tennis courts.* Total cost estimate is \$45,000 for six courts; Lincoln portion is \$5476.50. Did not include any contingency. Estimate was approximately \$42,000; request rounded to \$45,000 to account for inflation. There are a number of cracks and bumps that are worsening with each season. LS is not aware of any engineering support but will investigate; sinkage indicates there may be a site problem that requires more frequent repairs. Courts were installed in 2004. Minor repairs have been done, but this is a more serious repair. There may have been another area near the courts that had some sinking.
3. *Replace 2012 15-passenger van.* Vehicle has some rusting. Would like to ensure safety. Cost estimate is \$63,020 for a model with additional storage for athletic gear. LS Boosters will cover any cost over \$45,000 request from towns. Lincoln’s share is \$5476.50.
4. *Repair chain link fence.* Requote obtained recently from a reliable vendor. Price has increased from last year due to prevailing wages and material price volatility. Engineering architect expense of \$9200 is required because a formal bidding process will be necessary due to project cost over the procurement threshold. The engineering assessment will ensure that the fence is properly designed, accounting for ground freezing and other site characteristics. Lincoln’s cost share would be \$18,020.

In Sudbury only requests of \$100K or more will be reviewed by the Sudbury CIAC. Requests below \$100K are in the Town Manager's capital budget. Last year the aerial lift was prioritized lower and not included in this budget.

Other Business

FinCom preliminary guidance will be sent by Rich by email.

Minutes for 10/27/20 were reviewed with no revisions suggested, then approved by unanimous roll call.

Dan reported that the Fire Chief could conduct a tour of equipment whenever this group would like to come. DPW is expecting to update the Capital Equipment Inventory and could also host a group visit.

Meeting adjourned at 8:19 pm.