

**Capital Planning Committee
April 4, 2022
Virtual Meeting held via Zoom**

Voting members present: Jason Malinowski (Chair), Lisa Braccio, Jeffrey Hark, Joseph Palmer, Karen Wheeler, Tony Schoener

Ex-officio members present: Mark Purple

Ex officio members absent: Brian Ballantine

I. Call Meeting to Order

At 7:30 p.m. Mr. Malinowski called the meeting to order

II. Approval of Meeting Minutes from February 28th, 2022

Edits were noted by Mr. Hark, Mr. Malinowski and Mr. Palmer.

Mr. Malinowski moved to accept the minutes with the edits as discussed during the meeting; seconded by Mr. Palmer. No further discussion.

The Committee voted 6-0 by roll call vote to approve the motion. [Braccio, aye; Hark, aye; Palmer, aye; Schoener, aye; Wheeler, aye; Malinowski, aye].

III. Police Department Taser Renewal

Acting Chief Newell joined the Committee's meeting. Mr. Purple provided an overview of prior discussions related to the tasers. There is a \$10.6K payment that will be made on the contract in year 1, and then \$19k payments per year for the next four years. Although a five year contract, the Town would be locking into five year pricing contract (subject to appropriation). The contract can be opted in or opted out every year.

Multiple Committee members had questions for Acting Chief Newell.

Mr. Malinowski motioned that the Committee split the current taser/body camera line item on the capital plan scheduled to start in FY23 to reflect the conversation that occurred here tonight, to show an expense coming out of Harvard fund for the current payment that is due, and to separate the tasers and body cameras with the tasers indicating the \$19k amount discussed tonight and the body camera to be discussed at a future point in time when the Town is ready to further discuss that item; seconded by Mr. Palmer; no further discussion.

The Committee voted 6-0 by roll call vote to approve the motion. [Braccio, aye; Hark, aye; Palmer, aye; Schoener, aye; Wheeler, aye; Malinowski, aye].

IV. Chair/Member's Updates

a. Neary Building Committee Update

The Neary Building Committee met for the first time last week, and will be meeting again on 4/11 to discuss the feasibility study on the Town Meeting warrant.

b. SHOPC – South Union Subcommittee Update

The SHOPC – South Union Subcommittee will be meeting on 4/6. It is expected that an outline will be submitted by the chair to start filling out its report for the Select Board.

c. Town Clerk revision to dollar amount of prior request

The Town Clerk came back and requested to modify its capital request to \$18.6k (from \$18k), mainly because the original option only had three buttons. There is an optionality to go to 2 buttons (yes or no), which is a proven process the Mr. Hegarty prefers. No questions from committee members

V. Review of Recreation Pickleball request for Finn/Mooney for consideration at 2022 ATM as CPA article

CPC has already voted on this item and it is in the warrant. Ms. Braccio asked about oversight of the project to which Mr. Malinowski replied that: (1) CPA will do whatever they normally do; (2) the application speaks to Mr. Davis overseeing the project, as well his credentials; (3) and the Capital Planning Committee has the option to have a seat at the table with respect to oversight. Additionally, Ms. Braccio asked if there is a contingency built into the estimate, to which Mr. Malinowski noted a \$5.5k contingency.

Mr. Malinowski motioned to support the recreation CPA article for the CPA article for the Mooney / Finn pickleball/tennis court project for the 2022 Annual Town Meeting; seconded by Ms. Wheeler. No further discussion.

The Committee voted 6-0 by roll call vote to approve the motion. [Braccio, aye; Hark, aye; Palmer, aye; Schoener, aye; Wheeler, aye; Malinowski, aye].

VI. 2022 ATM Warrant - Update on final warrant language including adjustments/removals related capital items

Mr. Purple sent out the final warrant late last week. This will be going to the Select Board tomorrow night; the language is final for the capital pieces.

Mr. Malinowski noted the following:

-All capital project descriptions are included.

-The Select Board asked for the Committee to be involved with roads for the next year until public works planning board meets.

-The regional school water heater has been removed at the request of the Chair of the Regional School Committee and Superintendent. According to Mr. Malinowski, per the

Superintendent, the price changed dramatically at the last minute and they weren't even confident that they could lock in at that price, and it would be too late to go back to the Towns and seek additional funding. This will be revisited in the next fiscal year.

VII. Update from Advisory Meeting on March 30, 2022 related to 2022 ATM, future capital plans, and Regional Capital Stabilization article

There was no quorum of the Committee at the Advisory Meeting on March 30, 2022. Although no vote was taken, there was no reaction from Advisory that they would be voting against any capital items on the warrant. Time was spent during the meeting speaking about the regional capital stabilization fund; Advisory was not aware of latest language made by the Superintendent.

Mr. Purple to provide the Committee with feedback from Town counsel.

Also discussed was the citizens' petition article directly related to oversight of road maintenance and DPW operations. The clear message from Advisory was that they are not interested and do not view as their responsibility. There may be a discussion that involves the Capital Planning Committee.

VIII. APRA Committee – Member update, discussion on status, and impact to Capital Planning

Mr. Palmer and Mr. Schoener provided an update on items relevant to impact to capital plans going forward. The ARPA committee has been meeting weekly, and is in process of polling community members for relevant priorities on projects. Some preliminary discussions have occurred on how the ARPA committee may prioritize items. Questions about proposals will be submitted to submitters to clarify projects and amounts and reasons for amounts that should have the ARPA committee make better decisions.

Mr. Malinowski asked Mr. Schoener and Mr. Palmer to identify any items that are not on the capital plan, so that the Committee can vet if they should be on the capital plan.

IX. Discussion and potential vote re: Neary School – Feasibility Study Town Meeting article

Mr. Malinowski to get the presentation from the Neary Building committee. Topic to be pushed to a later meeting.

X. MTC Town Wide and ARPA Survey Update

Mr. Hark and Ms. Wheeler provided an overview of the process

XI. Ongoing Capital Project Update Tracker Update

The Committee agreed to come up with a tracker at its last meeting that shows all 2021 Annual Town Meeting and 2021 Fall Special Town Meeting articles that were

appropriated, funding source, amount spent to date, and status update from the department head. This will be included as part of quarterly financial Town update to the Select Board, as well as to the Capital Planning Committee.

XII. Public Comment

None noted

XIII. Meeting Schedule

The Committee's next meeting will take place on Monday May 9, 2022. If there is a need for a meeting before Town Meeting, Mr. Malinowski will schedule.

XIV. Other business that may properly come before the Committee

None noted

XV. Adjournment

Mr. Malinowski made a motion to adjourn at 8:38 p.m.; seconded by Mr. Palmer.

The Committee voted 6-0 by roll call vote to adjourn. [Braccio, aye; Hark, aye; Palmer, aye; Schoener, aye; Wheeler, aye; Malinowski, aye].

Minutes submitted by Jeffrey Hark, Committee Clerk

Documents Referenced During Meeting:

- 1) Draft Meeting Minutes from the Committee's February 28, 2022 meeting
- 2) Capital Request Form for pickleball request at Finn Field / Mooney Field complex – Southborough Recreation Department