

**Capital Planning Committee**  
**Oct 12, 2022**  
**Virtual Meeting held via Zoom**

Voting Members present: Jason Malinowski (Chair), Jeffrey Hark, Joseph Palmer, Karen Wheeler, Tony Schoener (taking minutes), Mark Purple, Lisa Braccio (absent)

**I. Call Meeting to Order**

At 7:33 p.m. Mr. Malinowski called the Capital Planning Committee meeting to order.

**II. Approval of Meeting Minutes from Sep 12, 2022**

After discussion, Mr Malinowski moved to accept revised minutes; Mr Hark seconded.

The Committee voted 4-0-1 by roll call vote to approve minutes (Wheeler - aye, Hark - aye, Palmer - aye, Schoener - abstain, Malinowski - aye).

**III. Chair/Member's Updates**

**a. Neary Building Committee Update**

Building Committee has not met since last Capital Planning Committee meeting.

**b. SHOPC – South Union Subcommittee Update**

South Union Subcommittee has not met since last Capital Planning Committee meeting.

**c. Pavement Management Program Update**

Vendor solutions are being demonstrated; a final vendor recommendation has not yet been made; the goal is to have this up and running in time to inform decisions for the next town meeting.

**d. DPW Road Maintenance Bid and Process Update**

No significant update.

**IV. MIS - Request to use ARPA funds for town website**

A presentation by Jason Montijo was reviewed and discussed. At this time no MIS capital projects are anticipated in FY2025.

Mr Malinowski moved that ARPA funds be used to upgrade the town website. Mr Palmer seconded.

The committee voted 5-0 by roll call vote to approve this motion (Hark - aye, Palmer - aye, Wheeler - aye, Malinowski - aye, Schoener - aye)

## **V. MIS - Review of 10 year capital plan and updates to prior year capital plan**

Future MIS capital requests will be reviewed at a future meeting, as needed.

## **VI. Recreation - request to use Recreation Revolving Account to fund van on Capital Plan**

Tim Davis presented the need for an additional van for use by the Recreation Department. Discussion ensued on whether or not an electric van would be an option as an alternative to a gas van.

Tim Davis agreed to take a few weeks to research if an electric van is a viable alternative, and will get back to this committee with an update.

Mr Malinowski moved that Capital Planning support the purchase of a second van, with a caveat that the Recreation Committee investigate the possibility of this purchase be for an electric van. Mr Hark seconded this motion.

The committee voted 5-0 by roll call vote to approve (Hark - aye, Palmer - aye, Wheeler - aye, Malinowski - aye, Schoener - aye)

## **VII. Review of FY24 Capital Received and Current Debt Schedule**

Complete schedule not yet available. Additional review and discussion will occur at future meetings, as updated information becomes available.

## **VIII. Review of Capital Project Status**

Town House - project has not yet gone out for bid.

Cordaville Hall - bids have come back higher than expected. Select Board is reviewing options for next steps.

Regional High School Athletic Stadium - potential significant project being considered, with more details to be available in the future.

Discussion occurred on the potential benefit of establishing a Capital Stabilization plan.

## **IX. Public Comment**

There were no public comments.

## **X. Meeting Schedule**

Agreed to next meet on Oct 24 and Nov 14.

## **XI. Other business that may properly come before the Committee**

None.

## **XII. Adjournment**

Mr Malinowski moved that the meeting be adjourned; Mr Hark seconded.

Meeting adjourned at 8:46 pm, after unanimous roll call vote (Hark - aye, Palmer - aye, Schoener - aye, Malinowski - aye, Wheeler - aye).

## **Documents Referenced During Meeting:**

1. Draft Meeting Minutes from 9/12/2022
2. IT Website Request Form
3. Website email from MTC
4. Recreation Van capital submission
5. Recreation Van submission
6. Recreation Vehicle quote