

**Capital Planning Committee**  
**October 24, 2022**  
**Virtual Meeting held via Zoom**

Voting Members Present: Jason Malinowski (Chair), Jeffrey Hark, Joseph Palmer, Karen Wheeler, Tony Schoener

Voting Members Absent: Lisa Braccio

Ex-officio members Present: Mark Purple and Brian Ballantine (joined at 7:44pm ET)

**Call Meeting to Order**

At 7:30pm, Mr. Malinowski called the meeting to order.

**Approval of Meeting Minutes from October 12, 2022**

Not submitted yet

**Chair/Member's Reports**

Neary Building Committee Update

Mr. Malinowski noted that the Neary Building Committee is on track, but no meetings have been held since the Committee's last meeting

SHOPC – South Union Subcommittee Update

No updates from Mr. Palmer. The next meeting is to be held on October 27<sup>th</sup>.

Athletic Complex and School Capital Submission Progress Updates

Mr. Malinowski noted that this went before the CPC last week. Mr. Malinowski is working with the School Administration and Regional School Committee and figures will be shared in an upcoming meeting.

**Facilities Department Discussion**

Mr. Parent joined the meeting at 7:33pm ET.

Request to increase amount on Capital Plan for Cordaville Hall/Senior Center

Mr. Parent's request was to increase the capital request from \$325K to \$400K to Assabet to build the room and make electrical upgrades and siding repairs. Refer to details in referenced document "Facilities - ARPA Request Senior Center."

Mr. Malinowski moved to amend the capital plan for the Senior Center renovation/Cordaville hall from \$325K to \$400K per Mr. Parent's request, with an intended funding source of ARPA; seconded by Ms. Wheeler. No further discussion

The Committee voted 4-0-1 by roll-call vote to approve the motion [Hark, aye; Palmer, abstain; Wheeler, aye; Schoener, aye; Malinowski, aye]

Review of 10-year capital plan submissions

Mr. Parent mentioned that certain items can be pushed back for South Union, as he thinks he can get a few more years out of the roof and boiler. However, the exterior painting needs to happen.

Mr. Parent took questions from the Committee members.

Update on Town House Project

Mr. Parent noted that the Town House project is getting real close going out to bid. He expects to do so in next couple of weeks. If bids come back too high, may need to come to the Committee for some help.

### **Recreation Department Discussion**

The Recreation Commission joined at 7:52pm ET and they called their meeting to order (members present included Jen Hansen, Don Dumont, Kristin LaVault, as well as Recreation Director Tim Davis)

#### Follow-up from prior meeting on van purchase from revolving account, including potential vote

Mr. Davis noted that the Town's municipal purchasing contact is currently unaware of any electric 15 passenger vans in production and are not available for purchase. Mr. Parent confirmed as well.

Mr. Malinowski motioned that the Committee support \$50K (with a funding source of the Recreation revolving fund) for Recreation Department/Commission purchase of a 15-passenger van; seconded by Mr. Palmer. No further discussion

The Committee voted 5-0 by roll-call vote to approve the motion [Hark, aye; Palmer, aye; Schoener, aye; Wheeler, aye; Malinowski, aye]

Mr. Parent left the meeting at 7:56pm ET.

#### Review of 10-year capital plan submissions

Tim Davis provided an overview of Lundblad field, where the Commission is looking into installing a dog park on half of the field. The Commission will apply for a grant for the planning aspect, which would fully fund it. There will be a construction aspect of the grant, that funds 90% of hard costs (caps at \$225K), and hard costs would be just north of \$600K. The Commission will likely be looking at CPA funding for the remainder of the project when it comes to construction. There were multiple questions from the Committee members. As a takeaway from the Committee's questions, it was agreed by Mr. Davis that he would run the concept of the dog park by the Superintendent of Schools, given its proximity to the Neary School

With respect to Choate Field, Mr. Davis noted that the Town is in need of turf field to meet demands. This is not completely set from a timeline perspective. There were questions and comments from the Committee members, including safety and environmental concerns expressed by Mr. Hark.

The funding source of the Choate Field project, per Mr. Dumont, would primarily be through the general fund. However, Mr. Dumont described an opportunity to pull in sponsorships and donations.

No vote was taken by the Committee. The Recreation Commission adjourned at 8:24pm ET.

### **Chair/Member's Reports**

#### Next steps and status update on Hopkinton Water and Cordaville Road

Mr. Malinowski updated the Committee on Ms. Galligan's resignation, effective early January 2023. John Butler has been tasked by the Select Board to do a deeper dive on this topic. The Committee has no official role on this topic at this point.

With respect to Cordaville Road, some trees had been tagged to understand what may be in play for the project. Mr. Purple and Mr. Malinowski both agree that does not make sense to push forward without an employee who has this experience. Mr. Purple will go back to the Select Board and understand where they want to go with this project too.

### **Review of FY24 Proposed Capital Received and Current Debt Schedule**

Mr. Ballantine is working on a bonding schedule for projects already approved. There will be a presentation at the next meeting, but we are probably already oversubscribed at this point.

## **Review of Capital Project Status**

Not covered during this meeting.

## **Public Comment**

Mr. John Butler offered public comment.

## **Meeting Schedule**

The next meeting is scheduled for November 14, 2022

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

None noted.

## **Adjournment**

At 8:35pm ET, Mr. Malinowski motioned to adjourn; Mr. Palmer seconded. No further discussion

The Committee voted 5-0 by roll-call vote to adjourn [Hark, aye; Palmer, aye; Schoener, aye; Wheeler, aye; Malinowski, aye]

Minutes submitted by Jeffrey Hark, Committee Clerk.

## **Documents Referenced During Meeting**

1. Facilities Department – 2024 to 2033 Capital Plain (08-11-22)
2. Facilities – ARPA Request Senior Center
3. Facilities – Boiler
4. Facilities – DPW Annex Furnace
5. Facilities – Library Security Cameras
6. Facilities – Overhead Door
7. Facilities – South Union Chimneys
8. Facilities – South Union Painting
9. Facilities – South Union Roof
10. Facilities – Town House Office Furniture
11. Facilities Department – Summation of Substantial Changes to Capital Plan (08-11-22)
12. 21022 – Choate Field Cost Opinion 2021\_11\_12
13. 21040 – Choate Field Turf Study \_21\_11\_12
14. 22008 – Lundblad Field Cost Opinion 2022\_10\_12
15. 22008 Southboro Lundblad 2022\_10\_12