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Shawn Gopland

Town of Ayer

Capital Planning Committee

Meeting Minutes for January 7, 2020

Attendance: Jannice Livingston; Pat Diamond; James Stephen; Rick Skoczylas; Jim Pinard; John Kilcommins

Absent: Mary Spinner

Also, in Attendance: Robert Pontbriand (Town Manager); Lisa Gabree (Finance Manager); Mark Wetzel (DPW Superintendent); Barbara Tierney (Treasurer/Tax Collector)

Call to Order: The meeting was called to order at 4:05pm in the First Floor Meeting Room of the Ayer Town Hall.

Review/Approval of the Previous Meeting Minutes from December 18, 2019

The Committee reviewed the meeting minutes from the December 18, 2019 meeting.

Motion: A motion was made by R. Skoczylas and seconded by P. Diamond to approve the meeting minutes from December 18, 2019. **Motion Passed 6-0.**

Review/Discussion and Committee Recommendation Votes for the FY 2021 Capital Requests

The Committee reviewed all of the FY 2021 Capital Requests as a result of presentations and discussions from previous meetings and decided to take formal votes to recommend the FY 2021 Capital Requests as follows to the Board of Selectmen for placement on the Annual Town Meeting Warrant:

Facilities Department: \$20,000 for Town Hall Boiler/HVAC Replacement

Motion: A motion was made by J. Stephen and seconded by J. Kilcommins to recommend the \$20,000 for the Town Hall Boiler/HVAC Replacement project as presented and requested by the Facilities Department. **Motion Passed 6-0.**

Information Technology: \$45,000 for Town-wide Server Upgrades

Motion: A motion was made by R. Skoczylas and seconded by J. Stephen to recommend the \$45,000 for the Town-wide Server Upgrades project as presented and requested by the I.T. Department. **Motion Passed 6-0.**

Parks Department: \$40,000 for Pickup Truck with Plow, Purchase and Equip

Motion: A motion was made by J. Stephen and seconded by P. Diamond to recommend the \$40,000 for the Parks Department Pickup Truck with Plow as presented and requested by the Park Department. **Motion Passed 6-0.**

Parks Department: \$15,000 for Landscape Trailer

Motion: A motion was made by R. Skoczylas and seconded by J. Stephen to recommend the \$15,000 for the Landscape Trailer as presented and requested by the Parks Department. **Motion Passed 6-0.**

Park Department: \$20,000 for the Remediation of Kiddie Junction

Motion: A motion was made by J. Stephen and seconded by R. Skoczylas to recommend the \$20,000 for the Remediation of Kiddie Junction as presented and requested by the Parks Department. **Motion Passed 6-0.**

Fire Department: \$15,000 for Thermal Camera Replacement

Motion: A motion was made by J. Stephen and seconded by P. Diamond to recommend the \$15,000 for the Thermal Camera as presented and requested by the Fire Department. **Motion Passed 6-0.**

Fire Department: \$16,000 for CO Monitors

Motion: A motion was made by R. Skoczylas and seconded by J. Stephen to recommend the \$16,000 for the CO Monitors as presented and requested by the Fire Department. **Motion Passed 6-0.**

Police Department: \$30,000 to Replace Detective Vehicle

Motion: A motion was made by R. Skoczylas and seconded by P. Diamond to recommend the \$30,000 to replace the Detective Vehicle as presented and requested by the Police Department. **Motion Passed 6-0.**

Police Department: \$11,250 for High Risk Prevention Equipment

Motion: A motion was made by P. Diamond and seconded by R. Skoczylas to recommend the \$11,250 for the High-Risk Prevention Equipment as presented and requested by the Police Department. **Motion Passed 6-0.**

Ambulance Enterprise Fund: \$16,000 to Replace Manual CPR Machine

Motion: A motion was made by J. Stephen and seconded by P. Diamond to recommend the \$16,000 to replace the Manual CPR Machine as presented and requested by the Fire Department to be funded from the Ambulance Enterprise Fund. **Motion Passed 6-0.**

Department of Public Works: \$250,000 for Main & Columbia Street Design Engineering Phase 2

Motion: A motion was made by J. Stephen and seconded by P. Diamond to recommend the \$250,000 for the Main & Columbia Street Design Engineering Phase 2 as presented and requested by the DPW. **Motion Passed 6-0.**

Department of Public Works: \$150,000 for Road Paving

Motion: A motion was made by R. Skoczylas and seconded by J. Stephen to recommend the \$150,000 for Road Paving as presented and requested by the DPW. **Motion Passed 6-0.**

Department of Public Works: \$230,000 for Front End Loader

Motion: A motion was made by R. Skoczylas and seconded by J. Stephen to recommend the \$230,000 for the Front-End Loader as presented and requested by the DPW. **Motion Passed 6-0.**

Department of Public Works: \$30,000 for Barnum Road Bridge Repairs

Motion: A motion was made by R. Skoczylas and seconded by J. Stephen to recommend the \$30,000 for the Barnum Road Bridge Repairs as presented and requested by the DPW. **Motion Passed 6-0.**

Department of Public Works: \$25,000 for Stormwater Utility Implementation

Motion: A motion was made by P. Diamond and seconded by J. Kilcommins to recommend the \$25,000 for Stormwater Utility Implementation as presented and requested by the DPW. **Motion Passed 6-0.**

Department of Public Works (Water Enterprise): \$2,630,000 for Spectacle Pond PFAS Improvements

Motion: A motion was made by J. Stephen and seconded by P. Diamond to recommend the \$2,630,000 for Spectacle Pond PFAS Improvements as presented and requested by the DPW. **Motion Passed 6-0.**

Department of Public Works (Water Enterprise): \$575,000 for Groton Shirley Road Water Main Loop

Motion: A motion was made by R. Skoczylas and seconded by P. Diamond to recommend the \$575,000 for the Groton Shirley Road Water Main Loop as presented and requested by the DPW. **Motion Passed 5-1 (J. Pinard votes "No").**

Department of Public Works (Water Enterprise): \$150,000 for Water Main Replacement

R. Pontbriand advised that the Water Main Replacement Project is for \$250,000 with \$100,00 coming from the DPW General Fund Budget and \$150,000 from the Capital Budget (to be borrowed).

Motion: A motion was made by J. Stephen and seconded by R. Skoczylas to recommend the \$150,000 for the Water Main Replacement Project as presented and requested by the DPW. **Motion Passed 6-0.**

Department of Public Works (Water Enterprise): \$350,000 for Spectacle Pond Filter Media Replacement

Motion: A motion was made by R. Skoczylas and seconded by J. Stephen to recommend the \$350,000 for the Spectacle Pond Filter Media Replacement as presented and requested by the DPW. **Motion Passed 6-0.**

Department of Public Works (Sewer Enterprise): \$500,000 for Infiltration/Inflow Repairs

Motion: A motion was made by P. Diamond and seconded by J. Stephen to recommend the \$500,000 for Infiltration/Inflow Repairs as presented and requested by the DPW. **Motion Passed 6-0.**

Department of Public Works (Sewer Enterprise): \$500,000 for Groton Shirley Road Low Pressure Sewer

M. Wetzel provided an overview of this request to the Committee.

P. Diamond asked about the life cycle for this request.

M. Wetzel stated that the grinder unit belongs to the homeowner.

J. Pinard asked for clarification on the length of the project.

M. Wetzel advised that it would be the portion of Groton Shirley Road down to James Brook. It would not go down James Brook.

J. Pinard stated that the Developer was too cheap to tie in.

Ms. Lolly Campobasso (Resident) stated that several residents are close to having failing septic systems and this project would greatly help.

J. Pinard stated that it is a lot of money for one road in Town.

M. Wetzel stated that this has been delayed and we try to balance the Capital.

Motion: A motion was made by R. Skoczylas and seconded by J. Stephen to recommend the \$500,000 for the Groton Shirley Road Low Pressure Sewer as presented and requested by the DPW. **Motion Passed 6-0.**

Department of Public Works (Sewer Enterprise): \$75,000 for 1-Ton Utility Truck with Plow

Motion: A motion was made by J. Pinard and seconded by R. Skoczylas to recommend the \$75,000 for the 1-Ton Utility Truck with Plow as presented and requested by the DPW. **Motion Passed 6-0.**

L. Gabree stated that she recommends that for all Capital Items under \$30,000 that they should be funded out of the Town's Capital Stabilization Fund.

The Capital Committee agreed with L. Gabree's recommendation.

There was no further business before the Capital Planning Committee.

Motion: A motion was made by R. Skoczylas and seconded by J. Stephen to adjourn the meeting of the Capital Planning Committee. **Motion Passed 6-0.**

The Capital Planning Committee Meeting adjourned at 4:51pm.

Minutes Recorded and Submitted by R. Pontbriand, Town Manager.

Minutes Reviewed and Approved by the Capital Planning Committee on November 10, 2020

Signed:  11/10/2020
Robert A. Pontbriand, Town Manager