

Winchendon Capital Planning Committee

Meeting Minutes

December 16, 2019

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Members Present: Michael Barbaro, Chair, Mary-Jo Galat, and Thomas Kane, Greg Vine, Guy Corbosiero

Also Present: Town Manager Keith Hickey

Presenters: Library Director Manuel King and Superintendent of Schools Joan Landers.

The meeting was called to order at 6:00 p.m.

A motion was made by MJ Galat, seconded by Tom Kane to approve the December 12, 2019 meeting minutes. Minutes were approved as presented 3-0-1. Mr. Vine abstained. Mr. Corbosiero did not vote.

1. **Library Proposal.** Manuel King presented detailed information regarding the renovation project that includes renovating the basement into a Children's Room, transforming the existing Children's Room into a room for teenagers, installing a fire suppression system and upgrading the electrical system. The total anticipated 2021 cost is estimated at \$2,019,717.

The Library is asking for a \$300,000 grant from Robinson Broadhurst, will use \$64,500 from Library trust funds and hold fundraisers to offset some of the project costs. The Library will also seek historical restoration grants and ask Monty Tech to perform some of the upgrades to reduce the project cost to the Town.

The Committee requested the Town Manager to provide amortization schedules for \$1.7 million over 20 and 30 years.

2. **School Department Requests.** Superintendent of Schools Joan Landers presented the School Department's proposed capital purchases.
 - a. The School Department is discussing the possibility of bonding the replacement of school roofs and boilers together. Boilers may be eligible for a Green Community Grant if the fuel type was changed.
 - b. Toy Town Generator – The School Committee is concerned if power was lost for a long period of time school assets would be damaged or destroyed. Superintendent Landers is going to check with the Director of Facilities if the \$100,000 funding request includes installation.
 - c. Replace Murdock Security System – The security system replacement is a priority. Superintendent Landers is going to ask if Murdock Trust funds can be used for this purpose and report back to the committee.
 - d. Dishwasher Replacement at Toy Town and Memorial – Initially the request was made because both dishwashers did not heat to the required temperature. A second test

indicates they do now heat to required temperatures but are old and in need of replacement.

- e. Repair/Replace Retaining Walls at High School/Middle School – There were funds included in the FY20 capital budget to perform a study to determine the extent of the repairs needed. Superintendent Landers will contract with a firm to review the retaining walls current condition and recommended repairs.
- f. Toy Town Chairlift – The chairlift is currently functioning but parts are hard to find due to its age. In the short term if the chairlift breaks and cannot be fixed classrooms would be moved to address a student's needs.
- g. All of the parking lots need to be repaved. The Committee asked the Town Manager to request the Director of Public Works provide an estimate on the cost to repave each parking lot.

The Committee then discussed reviewing the current long term debt schedule to determine when some of the more expensive capital requests could afford to be funded. The Town Manager and Town Treasurer will attend the Committee's January 8, 2020 meeting to review the debt schedule.

The Board scheduled a meeting on January 15, 2019 to review the CIP and begin prioritizing the requests received from departments.

MJ Galat motioned, seconded by Greg Vine to adjourn the meeting at 7:06 p.m.

Respectfully Submitted,

Keith Hickey