

**Town of Stow
Capital Planning Committee
Meeting Minutes
February 28, 2013**

7:40 PM: Call to Order

- After a duly published notice, the Capital Planning Committee convened in the Warren Room at the Town Building and the meeting was called to order.
- Attendance: Committee members: Dave Arsenault, Charlie Kern, Ross Perry, Myie Yvanovich, Steve Jelinek. Associate member: Ed Steinfeld
- The minutes of the February 7, 2013 meeting that were distributed to Committee members via email prior to the meeting were reviewed. A motion to accept the meeting minutes was made by Steve Jelinek, seconded by Myie Yvanovich and unanimously approved.
- Steve Jelinek summarized a request from Alice Deluca for support for legislation concerning capital project funding for Minuteman Tech. The proposed bill (Senate docket number S1052 currently, and HD 1453) would increment the MSBA percentage reimbursement for regional schools). The Committee voted unanimously to support the petition.
- Charlie Kern moved that Ed Steinfeld be appointed to represent Capital Planning on the Oversight Committee; Dave Arsenault seconded the motion. The motion was unanimously approved.

8:00 PM Review of Capital Requests

Building Department – Craig Martin

\$11.4 for Hale School Boiler Repairs

- Emergency boiler repairs were done at the Hale School during the February vacation week
- Town is responsible for capital expenses that exceed \$10K; this work totaled \$11.4
- Expense included repairing and replacing boiler base; replacing the gasket on both boilers; replacing a relief valve and balancing boilers
- Expense must be approved at Town Meeting

\$100.0 Town Building Water Treatment

- DEP requirement due to high iron levels in water supply; level of iron dictates type of water treatment system
- System must be from list of DEP pre-approved systems
- Must be installed by November 2013 or face fines

\$15.0 Town Hall Floors

- Replace carpet and refinish floor
- Tripping hazards (carpet)/excessive wear (floors)

Town Hall & Police Department Energy Audit

- \$1400 allotted from Selectmen to have Hudson Power & Light conduct an energy audit of Town Hall and the Police Department
- Recommendations may be eligible for rebate/matching funds
- Expect audit results by the end of March 2013

Cemetery Department - ?????

- Request \$10K to purchase leaf sucker to attach to existing truck
- Discussion of need to survey Brookside roads to be prepared for expansion

Fire Department – Chief McLaughlin

- Request \$50K to upgrade radios and \$24K to upgrade the SBCA compressor /have submitted a regional grant and will know by Town meeting if grants are approved
 - Noted that \$39K in co-pays for grants for SBCA and radios have been appropriated in the past - could these funds be utilized for a portion of the upgrade?
- Request \$109K to upgrade SCBA apparatus/existing apparatus is old and does not meet NFPA standards
 - Discussion on whether upgrade can be phased and whether this has been an operating expense in the past
- Discussion of Network and request for \$15K to upgrade
 - Committee feels it is appropriate for the Selectman to consider expending engineering funds to review existing conditions and assess the issue

9:25 PM A motion was made by Ross Perry to adjourn the meeting; Dave Arsenault seconded the motion. The motion was unanimously approved.

Respectfully submitted,

Myie Yvanovich