

Town of Sudbury
Capital Improvement and Planning Committee Meeting Minutes
Thursday, November 20, 2008
Flynn Building (Silva Conf. Room) – 7:00pm

Present: Chair Pascal Cleve, Andrea Terkelsen, Jose A. Garcia-Meitin, Douglas Kohen, Daniel V. Messina, Derek O. Oram, Larry J. Rowe, Catherine L. Strahan
Theodore H. Fednyshyn

Absent: None

Item 1: Meeting Convened 7:00pm

Item 2: Presentations by Departments Heads:

- 1) Ken Maclean, Fire Department – presented a list of capital improvement requests for consideration by the committee.
 - a. Chief MacLean reduced request for window replacement from \$40,000 to \$17,000 to \$20,000.
 - b. Station 2 traffic light request.

Committee questioned:

- a) Prior year approval for replacement of men’s room floor. Chief Maclean said he is not happy with the repair attempt made and still plans to utilize the funds approved to fix the problem.
- b) Replacement of vehicles and why some are not in capital budget vs. operating budget.
- c) Committee questioned replacing the windows at station 2 and 3 prior to seeing the results of the study approved for FY09 to determine improvements needed at the stations. Chief Maclean does not believe the windows would be affected by any future renovations or that any savings would be realized by waiting.

- 2) Bill Talentino, Library – presented a request for the purchase of an RFID system, originally submitted for FY09. System to be purchased in two phases.

Committee questioned:

- a) The need for the system which is proposed to streamline the check in and out process and help to increase employee productivity.
- b) Savings proposed because of purchasing in bulk with other towns; buying in two phases should not increase cost vs. buying all now if approved.
- c) No savings in labor costs are projected at this time as a result of installing the RFID system.

- 3) Selectmen office:
 - a. Request for a color printer is withdrawn.

Item 3: Discussion of Presentations:

- 1) The committee discussed why some items are included in the Capital budget for review by the CIPC and others are not, making comparison across towns difficult.

Some items not included in the CIPC budget include:

- a. Ambulances (paid by other funds)
- b. Police Cars and police cruisers. Cruisers have a very short life (1 year)
- c. Fire Department Chief and Ass. Chief cars
- d. Leases on DPW Vehicles and other Lease to own purchases (years 2-5)
- e. Capital Items purchased for schools

- 2) The committee also questioned why some items that do not appear to meet the requirements for submittal by the CIPC are submitted for review like:
 - a. Various building improvements that are more maintenance then replacement
 - b. Maintenance/repairs of existing sidewalks

The committee discussed the appropriateness of including these items as capital, rather than budgeting for them in the operating budget.

- 3) Next Meeting – December 3, 2008, 7pm @ Fairbanks Center

Item 4: Meeting Adjourned - 9:30pm