

Capital Planning Committee
Longmeadow Massachusetts
Meeting Minutes
Wednesday January 23, 2008

Members Present: Mark Gold – Chairperson; Stephen Gelling - Vice Chairperson; Nicholas Katsoulis; Stephen Metz; Ned Steiger; Roger Wojcik – Clerk

Members Absent: None

Also Present: Mark Barowsky for the Finance Committee; Jahn Hart, School District Superintendent; Tom Mazza, School District Business Manager; Adrian Phaneuf, Town Project Director; Victor Roule, Town IT Specialist; Bari Thomas, Parks and Recreation Department Director; Kevin Warendu, School District IT Manager; and Geoff Weigand for the School Committee;

The minutes of the meeting of December 20, 2007 were approved as drafted.

The Committee reviewed each of the proposed School District capital projects for FY2009, as follows:

Fiber Optics System (280,000\$ requested)... Kevin Warendu reported while the basis for the project has not changed and the need for the project has not changed, the facilities definition for the proposed system has been changed substantially since last fall and that the capital cost of the proposed system is reduced to 75,000\$. (The provider is on the State bid list.) Operating expenses for the town-wide system are estimated to be a net 110,000\$/yr (60,000\$ to be assigned to school district and 50,000\$ to be assigned to all other town services). The Committee's question of whether the town was ready to commit to meet the systems annual associated expenses was not answered.

LHS Security System Parts II and III (160,000\$ requested)... This firm quote expenditure would complete the school district security system proposed two years ago and partially funded at that time. In response to the Committee's question Jahn Hart said that the original concept of the security system and the specific operational plan for it has not changed over that time. It was pointed out that Phase III could be delayed for a year if needed. The Committee requested that the school district define what Phases II and III will deliver in terms of functionality. Kevin Warendu pointed out that the completed security system would not work unless the fiber optics system is in place.

GMS Energy Management System (128,000\$ requested)... This project was dropped from the project list and will be replaced with one which proposes to replace/repair/rebuild the heating system valves and piping in Glenbrook so that it can be managed by a future energy management system. New project cost requested will be 35,000\$. The Committee suggested that the school district pursue immediate funding from Free Cash or a Reserve Fund with the proviso that the requested funds be replaced by capital stabilization fund money if approved by the town.

WMS Energy Management system (125,000\$ requested) ... This project was dropped from the project list and replaced with one which proposes to replace/repair/rebuild the heating system valves and piping in Williams so that it can be managed by a future energy management system. New project cost requested will be 25,000\$. The Committee suggested that the school district pursue immediate funding from Free Cash or a Reserve Fund with the proviso that the requested funds be replaced by capital stabilization fund money if approved by the town.

LHS and middle schools Auditorium Curtains (40,000\$ requested) ... Since the proposed project was scoped last fall, alternative funding has been arranged for Glenbrook's curtain and the project scope has been reduced to two curtains which will cost 30,000\$. The current curtains are not fire retardant.

LHS and middle schools clock&bell systems (40,000\$ requested) ... The old systems in each school are no longer reliable and expensive to try to maintain. Modern equipment will be utilized. At the Committee's request, Adrian Phaneuf will get a hard quote for the purchase and system maintenance.

LHS library and tech center floors resurfacing (60,000\$ requested) ... New vinyl surfaces will be applied to all areas except the library, which will be carpeted; if approved this spring, the resurfacing will be redone this summer

CTR Carpet Replacement Phase IV (25,000\$ requested) ... This is the last phase of this work. Eight classrooms will be covered in vinyl tile. The Committee raised the question of whether the 18,000\$ remaining from the previous phase would be available and would allow the current work to continue.

WMS Carpet Replacement Phase I (25,000\$ requested) ... New vinyl surfaces will be applied to four classrooms; this is the first phase of several.

GMS Carpet Replacement Phase II (25,000\$ requested) ... New vinyl surfaces will be applied to selected building areas.

GMS Exit Doors Phase II (60,000\$ requested) ... Nine doors in the back of the building will replace the originals which are shot. This project completes door replacement.

LHS Courtyard Exit Doors (30,000\$ requested) ... Six doors in the courtyard of the building will replace the originals which are shot.

The Committee reviewed each of the proposed Parks and Recreation Department capital projects for FY2009, as follows:

Bliss Pool Filtration (78,630\$ requested; firm quote) ... The old, expensive, time consuming, cartridge filter system and metal piping will be replaced with a low maintenance sand filter and PVC piping. The Committee suggested that the P&R Department check the State bid list before finalizing costs and vendors. P&R said that this pool will remain in function as a pool and that replacing this system will be a long term solution to a maintenance problem.

Greenwood Pool Miscellaneous (18,100\$ requested) ... Part of this project is the replacement of the enclosure fencing which has rough cut top edges and is considered a safety hazard. (This 18,100\$ excludes the replacement of the service building roof which is covered in a separate project proposal.)

Greenwood Splash Pad (70,000\$ requested) ... This project proposes to replace the inoperable kiddie pool with a 'splash pad' system which has no standing water, recirculates the water used and has no lifeguard requirement. The replacement of the kiddie pool with the splash pad is part of the P&R's five year old Master Plan and was selected based on public input.

Adrian Phaneuf pointed out that the already approved project (at 118,000\$) to paint and repair the wood trim on the Police Department, the Town Hall and the Library has insufficient funds and that he has recommended that the Library work be left to another time. The Committee suggested that three bids be obtained for this project.

Nick Katsolus agreed to represent the Capital Planning committee at the Finance Committee to be held on February 13.

Future Meetings:

Wednesday, January 30, 2008

Agenda: Committee Deliberations

Location: Police Department Community Meeting Room: Williams Street

Time: 7:00 PM

Wednesday, February 6, 2008

Agenda: Committee Deliberations

Location: Police Department Community Meeting Room: Williams Street

Time: 7:00 PM

Other Agenda Items to be discussed this term:

Discussion of the proposed 'Perfect Fleet' concept for funding of the DPW rolling vehicles fleet.

Minutes submitted on January 25, 2008 by

Roger Wojcik