

Town Of Longmeadow, MA
Capital Planning Committee
Meeting Minutes
September 27, 2005

The capital planning committee met on September 27, 2005 for its first meeting of the Fiscal Year 2007 planning cycle. In attendance were members:

Mr. Steven Gelling Mr. Mark Gold
Mr. Roger Cloutman Mr. Nicholas Katsoulis

Mr. Roger Wojcik was moderating a town forum and was not present.

Mr. Gold acted as chairman of the committee pending a review at the next meeting. The purpose of this meeting was to review the proposed supplemental capital expenditure that was to be presented before the special fall town meeting in late October, 2005. The finance committee identified \$186,000 of free cash that they agreed to recommend for appropriation to the school department for deferred maintenance projects. Based upon this available sum, the school department developed a list of 18 projects which were forwarded to this committee for review.

The Capital Planning Committee reviewed the proposed list. The committee limited comments to the six projects that would normally fall under the review of the Capital Planning Committee. This excluded those projects costing less than \$10,000 and those projects having a useful life less than 10 years. The remaining six projects were:

| | | |
|---|--|-----------|
| 1 | Center School: Update energy management system web based DDC - | \$24,920 |
| 2 | Center School: Update four blower motor controllers - | \$23,130 |
| 3 | Williams School: Replace 30 year old exterior doors - | \$15,000 |
| 4 | High School: Repair exterior walls to room 240 - | \$15,000 |
| 5 | High School: Repair and replace Tech Infrastructure - | \$15,200 |
| 6 | High School: Repair and replace interior corridor doors - | \$13,000 |
| | Total: | \$106,250 |

In summary, the committee saw no evidence that any of these projects were not required. However, lacking any background information regarding these projects, the committee's recommendations to the Select Board was that specific additional information be sought about several of these projects. The committee also noted that the proposed list of expenditures is very heavily weighted to heating, ventilation, and air conditioning items.

Requests for department capital plans were distributed at the beginning of September. We have asked for submission of capital requests by October 15th.

The committee also set meeting dates for this year. Future meetings are planned as follows:

Tues: Oct 18: 7 PM: Review new proposals
Tues: Oct 27: 7 PM: First group of department reviews
Tues: Nov 8: 7 PM: Second group of Dept reviews
Thurs: Nov 17: 7:30 PM: Final group of Dept. reviews
Tues: Dec 6: 7 PM: First deliberation meeting
Tues: Dec 13: 7 PM Second (Final?) Deliberation meeting

All meetings will be held in the community room behind the police department.

The next meeting of the committee will be October 18, 2005 at 7PM in the Police Community room.

Submitted,

Mark Gold