

**Advisory Commission on Capital Expenditures
Minutes of the January 29, 2009 meeting**

- 1) Chairman Tom Frenaye called the meeting to order at 7:04pm in the 2nd floor conference room in Town Hall. Commission members Eric Harrington, Raye Mandirola and alternate Marilyn Conley were present. George Colli IV was unable to attend.
- 2) The Commission approved the minutes of the January 14, 2009 meeting.
- 3) Reporting on pending capital project proposals, Mr. Frenaye noted that he had contacted all of the groups who submitted projects previously. There still may be projects to be submitted from a couple of them.
- 4) Next, Public Works Director Jack Muska was present to go through about a dozen proposed capital projects for 2009-10. First, several Commission members noted that the process was much smoother this year now that the Department had documented the current status of most town buildings for maintenance tracking.

Mr. Muska then briefly went over the status of current fiscal year capital projects, noting that a majority of them had already been completed. One pending project was the repair of the Town Hall roof and a few associated items. The roof repair itself turned out to be more expensive than originally estimated by \$60,000. He noted that they had come in under budget on the two recent school roof projects, and wondered if the extra money from those projects could be used to help fund the planned Town Hall roof repairs. The Commission said that seemed reasonable but would need some extra approvals and Mr. Muska said he would document the costs and come up with a proposal.

One current year project noted was the conversion of the Calvary Church into a Senior Center. Mr. Muska had originally outlined a portion of this project for 2009-10, but the Town Meeting in December 2008 had appropriated the needed \$386,000 to fully fund the renovation.

A project on the list for 2010-11 was the potential renovation of the Bridge Street School. When estimates were first provided, the cost figure came from a 2005 study by EDM that estimated the total to be around \$3.9m. The Bridge Street School Study Group, set up by the Board of Selectmen, recently reviewed the old estimate and concluded that a more accurate figure would be \$3.2m, because a smaller contingency would be needed, and part of the soft costs (furniture) would be covered by using existing office furniture.

5) Mr. Muska continued by describing the repairs that are needed for the present Kent Memorial Library building. A number of badly needed maintenance and repair projects have been postponed for many years because there were tentative plans for a new library building. Now that plans for a new building were voted down by the town, and another library project is not expected to be reconsidered for several years, some repairs have to be made.

The library's heating, ventilation and air conditioning system (HVAC) needs upgrading (\$350,000), roofing should be replaced in 2011 at about \$200,000, the main electrical

panel needs replacing at \$90,000, the current heating system should be converted from oil to gas (9,000) and would save the estimated \$15,000 cost for a required oil leak detection system. Two other significant needs are new carpeting and refinishing the hardwood floors (about \$15,000 but could be added to the operating budget).

Estimates for needed improvements to meet the current building code for ADA (Americans with Disabilities Act) requirements range from \$1.3 to 4.5m, a project that will need to be funded in the future. These required changes would improve accessibility to the library, but would also result in less usable space in the present building.

A number of other maintenance items are suggested, but not asked for in the capital budget – update interior and exterior lighting with energy efficient units, clean and paint the exterior, paint interior walls, repair sidewalks, windows are single-pane and not energy efficient, and landscaping improvements are needed.

Mr. Muska indicated that a good overall estimate for maintenance and replacement of roofs on town buildings was currently about \$300,000 per year. That estimate is possible now that they have a reasonable accurate database of town buildings, roof types and expected life spans.

6) A study initiated in previous years has indicated the possibility of expanding the present Landfill so it can handle bulky waste disposal beyond 2013. The total project cost may be \$400,000 or so, but if the state approves the expansion, it could save the town \$300,000 per year for 25 years or more. The portion of the project in 2010-11 is \$35,000 for additional engineering and consulting work, with another \$300k in future years if the project moves forward.

7) The existing generator at the Police Station is now more than 20 years old and they have had significant trouble locating parts when repairs have been needed. The town requested \$45,000 from the state to replace it in a recent Small Town Economic Assistance Program grant request. If that doesn't come through, the generator should be included in the capital request list for 2009-10.

8) The McAlister/Middle School parking lot and driveways (107,000 sq ft) need to be resurfaced and catch basins upgraded for an estimated \$310,000. Mr. Muska indicated that for the last two years the Public Works Department has patched the worst areas but the pavement is not easily repaired any more and is becoming hazardous.

9) Two areas in the Spaulding School roof need repairs and were originally installed in 1988. Major leaks have saturated the insulation under the roof membrane. Mr. Muska said the two areas are the Kindergarten wing and the Library/Music wing. The \$100,000 and \$25,000 estimated costs would be shared 50-50 with the state.

10) The Police Station roof was also installed in 1988 and is in need of replacement at a cost of \$46,500.

In last year's budget, the town purchased a Payloader through five-year financing. Another four yearly payments of \$27,146 are due.

Additional requests are \$45,000 for a replacement of a 1988 paving machine that is used for small to moderate-sized paving projects, replacement of a 1985 6-wheel dump truck with plow with a F-550 truck and plow, and a trailer with air brakes that can be used to haul heavy equipment (backhoe, payloader, etc) around town instead of wearing them down driving long distances on town streets.

11) There was a short discussion about the process to prioritize projects for 2009-10, but no discussion about specific projects.

The next meeting will be February 11th.

TF

2/6/2009