



TOWN OF PAXTON
Capital Improvements Planning Committee
697 Pleasant Street
Paxton, MA 01612

Meeting Minutes for Tuesday, February 19th, 2019

Present: Jeff Kent (Chairman)
Forrest Smith (Vice Chairman)
Mark Love
Kateri Clute
Robert Pelczarski
Timothy Grinham

Absent: Carol Riches

Additional: None

1. Chairman (JK) called the meeting to order at 7:00 PM.
2. Nomination/Election of Committee Members:
 - a. Chairman: Jeff Kent (Motion by ML, 2nd by KC; Passed Unanimous).
 - b. Vice Chairman: Forrest Smith (Motion by ML, 2nd by KC; Passed Unanimous).
 - c. Clerk: Mark Love (Motion by FS, 2nd by ML; Passed Unanimous).
3. Reviewed/Approved Meeting Minutes from 05 MAR; 13 MAR 2018 (Motion by FS, 2nd by ML; Passed Unanimous).
4. Reviewed the CIPC Annual Report (Fiscal Year 1 July 2018 to 30 June 2019). and Capital Program-Project Summary. The CIPC did not discuss the Capital Program – Project Summary, deferring the review to a later date.
5. JK discussed the FY20 Capital Project submissions. In January 2019, the CIPC received 13 capital requests totaling \$\$3.955M. Below is a summary of the capital projects.
 - a. **DPW (\$344K):**
 - (1) Phase I Site Assessment for New DPW Facility / \$150K
 - (2) DPW Garage Roof / \$42K
 - (3) Sidewalk Plow/Sweeper / \$152K

b. **Police (\$99K):** Replace 3 Cruisers (Lease to Own) / \$99K

c. **Paxton Fire Department (\$3.345M):**

- (1) Ladder 1 Replacement / \$1.1M
- (2) Platform 1 Replacement / \$1.35M
- (3) Tanker Truck Replacement / \$370K
- (4) Ambulance A-2 Replacement / \$285K
- (5) FF Gear/PPE Replacement / \$153K
- (6) ¹ Car #4 Replacement / \$53K
- (7) Forestry 1 Refurbishment / \$34K

¹ Deferred to Future FY

d. **Town Administrator (17K):** Boiler & Burner Replacement/John Bauer Senior Center /\$17K

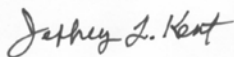
e. **Water Department (\$150K; Enterprise Account):** Water Line Replacement (Length of West Street to Suomi).

6. Committee members were provided copies of the capital submissions referenced above, which are posted on the CIPC Website at https://www.townofpaxton.net/index.asp?SEC=5EEEE8D7-0140-4E1F-99DA-4CB5D9BE1677&Type=B_BASIC. JK asked each member to continue to review the requests, begin to formulate questions, and be prepared to gather relevant information during the future meetings with the project sponsors. No voting or recommendations were acted on by the committee at this time.

7. JK discussed the timeline to meet with the project sponsors. The committee agreed to meet on Tuesday evenings for the next four to six weeks in order to meet with the project sponsors, review/evaluate/prioritize each project, and prepare committee recommendations for the Annual Town Meeting. JK stated that the next tentative meeting is Tuesday, 26th February.

8. The Committee had no new business to discuss. Motion (ML) second (KC) to adjourn meeting at 8:15 PM. Unanimous all in favor.

Respectfully submitted by



Jeffrey L. Kent
Chairman