

**Capital Expenditure  
Meeting Minutes  
Tuesday, April 25, 2017  
7:00pm Clifford B. Green Memorial Center**

**Present:** Joseph Voccio, Rick Ives, Robert Kelleher, Aimee Genna (arrived at 7:04pm), Michael Gaudreau, Felix Ramos (left at 7:34pm), Hans Koehl, Andrew Dionne and April Lamothe;  
Recording Secretary

**Also Present:** Sandra Brodeur, Steven Breen, Matthew Allen, and Lou Brodeur

- 1) **Call to Order:** Joseph Voccio called the meeting to order at 7:00pm.
- 2) **Approval of Previous Meeting Minutes:** Robert Kelleher made a motion to open the minutes to discussion. Felix Ramos seconded the motion. Robert Kelleher said that under the Review of Capital Proposals, School; Technology Equipment, it was not the Town's budget, but the School's budget. It should read: "This request was taken out of the School's budget to be submitted to Capital Expenditure instead of being charged against the **School's** budget." Robert Kelleher made a motion to accept the minutes with the correction. Felix Ramos seconded the motion. No further discussion. Motion passed.
- 3) **Public Comment:** None
- 4) **Review of all Capital Proposals:**
  - **School; Technology Equipment, \$44,000:** This request includes five SmartBoards, Chromebook Cart, ten IMAC Computers, and a MAC Server.
    - Michael Gaudreau felt that this should have a higher priority than the Energy Management System request, especially with the dollar amount difference. Andrew Dionne agrees with the financial side, but the Energy Management System request was presented last year, how long is it going to keep working. Aimee Genna said that it is getting harder to find parts to fix the heating system.
  - **School; Energy Management System, \$195,000 (email update attached):** This request would replace the Energy Management System, adding additional classroom heating controls, and replacing the Trend system with the Honeywell system, which would tie all the system together.
    - Aimee Genna reported that Tony Tusia is having a hard time finding replacement parts. Rick Ives believes this system is necessary because it is going to fail at some point. Also, it has been previously requested. Hans Koehl feels that it should be on top of the priority list. Robert Kelleher would like to fix the system before it breaks down. Joseph Voccio feels that the scope and the cost of the project are incomplete at this time. He also wonders if a consultant would need to be hired to manage the project. Rick Ives said that Roger LaFleur feels comfortable with the figure (\$195,000) and this project would be less obtrusive than the fire alarm system. Joseph Voccio said that he does not feel like there is money in the request for detailed specs to be made.
  - **Mortlake Fire Company; Floor Drains, \$9,300:** The Board of Fire Commissioners sent a letter to Joseph Voccio that they approved of Mortlake Fire Company's request for the floor drains.
    - Joseph Voccio invited Chief Steven Breen to discuss the Mortlake Fire Department request. Steven Breen said that the drain needs to be replaced due to a trip hazard and

drainage issues. Joseph Voccio asked about cause of delay in fixing the issue; Steven Breen said it is lack of funding; they put money away for maintenance and upkeep, but emergency repairs or replacements have used the money. Joseph Voccio feels that because it is a health/safety risk, the request is important. Robert Kelleher said the drains need to be replaced, but questions if Mortlake can not pay for it themselves. Felix Ramos said that both fire departments are good at keeping their budgets even, which should be taken into consideration. Andrew Dionne is confused about the message that is being sent to the fire departments; last year the Committee approved of real estate Capital requests from both departments and this year the Committee is questioning the request.

Steven Breen said that about five to six years ago that they were told to go to Capital Expenditure instead of over extending their budget on repairs. Robert Kelleher just does not want to see requests every year; he would like to see if the departments can cover projects like this out of their own funds it since it is their buildings. Steven Breen said that they do have funds available, but they try to let them grow for purchasing equipment/apparatuses. Could Mortlake pay for the drain, yes, but they just purchased a refurbished ambulance, which has taken a good amount out of their funds.

Joseph Voccio said this repair is paid by the Town whether if it is the Fire Department's or in the Capital Expenditure's budget and the Public still has to vote on it. If it is in Capital's budget, it is a one-time cost, whereas if it was in the Fire Department's budget, it might never be taken out. He always wants to hear about requests for special projects and equipment.

Hans Koehl feels that the Board of Selectmen should review the relationship and ordinances between the Town and the fire departments, he is reluctant to set precedence over \$9,300. Robert Kelleher suggests that the Board of Finance should also look.

- **Parks and Recreation, Dump Truck, \$41,000 for gas or \$49,000 for diesel:**

- Rick Ives said that Tommy Rukstela suggested gas due to the uses of the vehicle, since it would not be run hot enough for the benefit of the diesel. There have been no more major issues with the 2004 truck, but it is time for a new one. He also said that it is the type of truck needed; they had considered a pick-up truck, but it cost about the same.

Felix Ramos left.

Hans Koehl asked about trade in value; Rick Ives said that it is not worth much and Michael Gaudreau said that there is not that big a market for it. Andrew Dionne feels that it well over due to get a new truck. Discussion ensued about gas vs. diesel. Michael Gaudreau said that Bucky Lohbusch does not care if the truck is gas or diesel. Robert Kelleher said that if Tommy Rukstela is saying gas to go with it, Andrew Dionne agreed.

Joseph Voccio opened the meeting to Public Comment. Matthew Allen said not to buy diesel because it would not be used correctly, because it has to get at temperature and keep it at temperature to regenerate and diesel vehicles can not idle. Last year he was asked for some assistance on the 2004 and he tried to give all the advice that he could and he kind of kept track of it. He said whatever the Town decides to about the 2004 truck, they need to be better about the maintenance. He has

not been able to find an oil change slip for the truck in the records, since it went out and had the major work done on it at his buddy's place. Last year when they were talking about this, he emphasized that maintenance is critical on vehicles so that the life expectancy can be longer. A lot of money was spent on the 2004's fuel system and he has not seen any fuel filter slips. Rick Ives asked Matthew Allen where he was looking for the slips, since there is a file that has record of three oil changes done on the vehicle. Matthew Allen said that he went to the Town Hall (Green Building extension) and he could not find any records. Rick Ives said that they will find the files together.

- Andrew Dionne questioned the Technology Equipment; is it time just time to buy more technology? Aimee Genna replied that it is her understanding that the laptops have a shelf life for technology and the amount of use with the students. Andrew Dionne said that it is better to come here than the Board of Finance. Rick Ives said that there is technology bought every year and it was suggested to have a schedule and submit the larger cost to Capital Expenditure.

#### 5) Action to Recommend Capital Proposals:

- **School; Technology Equipment, \$44,000:** Robert Kelleher made a motion approve and recommend \$44,000 for the Technology for the school. Rick Ives seconded the motion. No discussion. Motion passed 7-0.
- **Parks and Recreation, Dump Truck, \$41,000 for gas:** Andrew Dionne made a motion to approve and recommend \$41,000 for a replacement gas dump truck for Recreation. Aimee Genna seconded the motion. No discussion. Motion passed 7-0.
- **Mortlake Fire Company; Floor Drains, \$9,300:** Rick Ives made a motion approve and recommend \$9,300 to replace the Mortlake drains. Andrew Dionne seconded the motion. Discussion: Rick Ives said that it is a tough discussion, but Hans Koehl has a valid point; the relationship between the Town and fire departments needs to be examined and then create guidelines for next year. Andrew Dionne said that if the Committee wants the fire departments to pay for projects themselves, there would be an increase in what they request from Town. At least if requested through Capital Expenditure, it is a one-time cost. Hans Koehl agrees with Rick Ives; it is only \$9,300, as long as it does not set a precedence. Joseph Voccio said that maybe, for real estate concerned requested, they should work on a matching fund component to share the cost. If it is equipment or safety equipment, Capital take those requests with no issues. Robert Kelleher is worried about the transparency of the fire departments budgets; he wants to be fair between the two departments. Rick Ives questions when Mortlake uses their money and when they use the Town's money; maybe there needs to be discussion about the use of money.
  - Michael Gaudreau said that if the Committee approved of all the requests the total would be \$294,300.
  - Motion passed 6-1, with Joseph Voccio opposing.
- **School; Energy Management System, \$195,000:** Andrew Dionne made a motion to approve and recommend \$200,000 for the replacement and upgrade of the HVAC System at the elementary and middle schools. Aimee Genna seconded the motion. Discussion: Robert Kelleher asked what if the cost is more. Aimee Genna replied that the request from last year was \$200,000, but the most recent estimate is \$195,000. Rick Ives said that it must go to bid. Robert Kelleher asked if this system will address all the problems; Rick Ives and Aimee Genna said that is what they have been told. Joseph Voccio

suggested increasing the request by \$10,000 (bringing the amount to \$205,000) so that Roger LaFleur can write the spec, oversee the bidding process, and make sure the contractors are qualified. Rick Ives and Robert Kelleher agree with Joseph Voccio's suggestion

- Robert Kelleher amended the motion for \$205,000 for the replacement and upgrade of the HVAC System at the elementary and middle schools. Andrew Dionne seconded the motion. No further discussion. Motion passed 7-0.
  - **Finance:** The Committee discussed bonding the Energy Management System (\$205,000) for ten years, the Technology Equipment and Dump Truck for five years. The Committee discussed expensing the Floor.
  - **Priority List:** A list could not be agreed upon. **List 1A:** Energy Management System, Dump Truck, Technology Equipment, and Floor Drain. **List 1B:** Dump Truck, Energy Management System, Technology Equipment, Floor Drain.
- 6) **Next Capital Action:** Joseph Voccio will make and send a 5-year plan to the Committee.
  - 7) **Public Comment:** None
  - 8) **Other Business:** None
  - 9) **Adjournment:** Aimee Genna made a motion to adjourn the meeting at 8:04pm. Robert Kelleher and Rick Ives seconded the motion. No discussion. Motion passed 7-0.

Sincerely Submitted,  
April Lamothe  
Recording Sectary