

Capital Planning Committee
March 29, 2022 Meeting Minutes
Veterans Memorial Building
Via ZOOM

Call to Order: Committee Chair Jonathan Barry called the meeting to order at 7:02 PM via ZOOM. Those present included Committee Members: Peter Berube, James McCaffrey, John Corcoran, Erin Underhill, Marc Conroy, Town Administrator, Michael Guzinski and Finance Director, Carol Johnston. Also present from the School Department: Director of Finance and Human Resources, Terry Wiggin, Superintendent of Schools, Bob Mullaney and Director of Operations, John Engler.

SCHEDULED BUSINESS

Chair Barry stated that this meeting was to finalize the rankings in the Capital Planning Report with a focus on:

- Equipment needed for the DPW and the School Department
- Servers for the School

Equipment:

Town Administrator, Mike Guzinski updated the Committee on meetings between the DPW and the School Department with regards to their requests for Equipment listed on the priority worksheets.

School Superintendent, Bob Mullaney and Director of Operations, John Engler also updated the Committee on meetings with the DPW regarding snow emergencies.

Servers:

There was much discussion with Terry Wiggin on physical vs cloud servers for the School and the cost implications of each accordingly.

Chair Barry noted that he will update the Capital Planning Priority Worksheet and suggested that they go back to the rankings initially submitted and see if any changes should be made to the scores. The Committee agreed and worked on modifications to the scores within the Worksheet.

The Committee updated the Capital Planning Report – May 2022.

Committee Member James McCaffrey made a motion to present the Capital Planning Report – May 2022 to the Select Board and the Finance Committee respectively, with the updates made by the Capital Planning Committee. Committee member, Erin Underhill seconded the motion. A roll call was taken and the motion passed unanimously.

Committee Member, Peter Berube made a motion to approve the Capital Planning Committee Minutes of 3/1/22, 3/8/22 and 3/15/22. Committee Member, Marc Conroy seconded the motion. Chair Barry took a roll call and the motioned passed unanimously.

Chair Barry scheduled their next meeting for April 13, 2022.

Committee Member, Peter Berube made a motion to adjourn at 9:00 PM. The motion was seconded by Committee Member, Marc Conroy. Chair Barry took a roll call and the motion passed unanimously.

Respectively submitted by Maureen Canesi.