

Capital Planning Committee
February 22, 2024 Meeting Minutes
Via Zoom

CALL TO ORDER

Chair Jonathan Barry called the meeting to order at 7:02 PM. The following persons were present: Jonathan Loer, Jim McCaffery, Marc Conroy, Peter Jurmain, Craig Schultze, Town Administrator Mike Guzinski, Assistant Town Administrator/HR Manager Karen Bouret DeMarzo.

SCHEDULED BUSINESS

Chair Barry announced the Jim McKay is unable to attend tonight, he will be attending their next meeting. He also stated the COA rescinded their request and plan to find other funding sources.

Town Administrator Mike Guzinski reviews the two Capital requests from Town Buildings. The first being the front steps at the VMB Building. He stated they made a repair a year and a half ago and it is holding up well, they are going to hold off on the request for another year. He stated the Town is still seeking state funding in the amount \$750,000 from the State's capital improvement plan, they are still waiting to hear from the state for this year but if the Town doesn't receive it, they will reapply next year.

Mr. Guzinski reviews the second Capital request, an Aerial Boom lift. The latest quote is \$52,923 and will be a shared device between departments. Chair Barry questions if we rent a boom lift if needed. Mr. Guzinski stated we have borrowed from a local contractor and hired an outside company to clean the windows instead of doing them in-house with the boom lift. The average cost of renting one is \$2,000-\$5,000 a week. Committee McCaffery questioned examples of what this equipment will be used for.

Mr. Guzinski briefly reviewed a new request from the Fire Department. Chief Barrett worked with the Bellingham Fire Department to secure a grant for new radios and the Towns cost is 10% which equals \$26,000. Chief Barret will be attending their next meeting and can discuss this topic further.

Committee Member Pete Jurmain made a motion to approve the minutes for 2/6/24. Committee Member Jon Loer seconded the motion. Chair Barry polled the Committee by roll call Barry – yay, Loer - yay, Jurmain – yay, McCaffery – yay, Conroy – yay, Schultze – yay, motion passes unanimously.

Committee Member Jonathan Barry made a motion to adjourn at 7:39 PM. Committee Member Pete Jurmain seconded the motion. Chair Barry polled the Committee by roll call Barry – yay, Loer - yay, Jurmain – yay, motion passes unanimously.

Respectfully submitted by Victoria Schindler