

Town of Sterling
Capital Budget Committee Minutes
February 1, 2022

Capital Budget Committee meeting called to order by Lynne Sheppard at 6:00pm

CBC Attendees: Lynne Sheppard (Chair), Everett Heller, Chris Paquette, Christina Lashua, Bob Brown (remote)

Other Attendees: Valerie Handy (Recording Secretary), Dick Maki (Sterling resident)

Approval of CBC Minutes of January 18, 2022: Motion to approve by Everett Heller, 2nd Christina Lashua. Roll call vote unanimously supported.

Approval of Christina Lashua as Vice Chair of CBC: Motion to nominate Christina Lashua by Everett Heller, 2nd by Chris Paquette. Roll call vote unanimously supported. Congratulations Christina!

The CBC reviewed the 5 Year Capital Plan spreadsheet, Departmental Capital Request documents, for action items related to new requests:

Review of Capital Requests

- Facilities (Chris Paquette)
 - Butterick Roof Project – having difficulty getting quotes and with contractor availability, \$300k (\$200k open funds and \$100k FY23) is a reasonable estimate of cost to complete.
 - Per Patrice: Butterick HVAC project can be closed and \$12k open can be recaptured and Butterick Oil Tank removal still active
- Library (Everett Heller)
 - \$200k request includes the Elevator and the Lift Construction
- Fire (Everett Heller): All items good
- Police (Christina Lashua): All Items good
- DPW (Everett Heller) Pavement Plan FY23 \$1.4M
 - Rt 140 and 62 Intersection Mini Rotary (preferred solution)
 - FY23 \$250k town mini-rotary plan reviewed by MPRC and Mass DOT.
 - If approved, state pays for FY26 anticipated construction.
 - Consensus to move forward with mini-rotary solution and town should expect future costs (engineering, DCR, Right of Way).
 - New DPW Facility and Town Wide Equipment Storage
 - FY23: \$12K to site, size, and scope new facility
 - Everett: Study will look at options; should not be concerned at this point about future year costs.
- Water (Everett Heller): #1 concern of Select board and residents. Part of Enterprise Fund and may need bond or ARPA funds to cover Water Main Replacement.
- Open Space (Christina Lashua) FY23 Request \$56K; 80% refunded via grant.
- COA (Elizabeth Soutter) No FY23 request
- 1835 Town Hall (Chris Paquette) Building under Facilities Department
 - Septic still active – need to review all prior agreements for access to Fire leach field.
 - Need to generate more income to support maintenance costs. Windows bad, heating costs extremely high. Can't hold large events in building until septic complete.

- Historical Commission (Elizabeth Soutter / Lynne Sheppard)
 - Cemetery Headstones – plan to continue at \$8k per year, have quote from contractor for headstone repair.
 - West Sterling School House. Request invoices to clarify spending.
 - Is this “another 1835 town hall”? Maintain historic status vs. modern upgrades in relation to usage plans. And just what is the plan?
- IT (Elizabeth Soutter / Lynne Sheppard):
 - 3 year rolling plan (\$50k for servers / PC's, etc.)
 - Cloud Services vs. Servers (are we reducing our server footprint?)
 - E-Permitting Software. Request financial classification from Fred Aponte
- Administration (Everett Heller): No FY23 requests at this time
 - Beach project, Environmental Evaluation
 - Town approved to receive \$100k for improvements.
- Recreation (Everett Heller): No FY23 requests
- Citizens Petition – (Everett Heller)
 - Funded in FY22 for \$130k. FY23 request \$120k. Everett not in Favor.
 - Playground design and quote is part of request. Modular equipment design.
 - CBC decides Y/ N to FY23 additional request \$120K. (\$130K funded FY22).
 - Request originated from Citizen's Petition; should have come through WRSD

Recommendations from Capital Budget Committee to Financial Committee: Capital Budget Committee will vote either yes or no to approving each item's funding at CBC meeting of February 7, 2022.

Next Capital Budget Committee meeting: Monday Feb 7th (CBC only)

Motion to Adjourn Capital Budget Committee Meeting at 7:45pm: Motion made by Chris Paquette, 2nd Christina Lashua. Roll Call vote unanimously supported.