

Town of Sterling
Capital Budget Committee Minutes
February 7, 2022

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

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

Other Attendees: Valerie Handy, Recording Secretary (Zoom); Dick Maki (Sterling resident); John Kilcoyne, Select Board

Approval of CBC Minutes of February 1, 2022: Motion by Everett Heller, 2nd Christina Lashua. Roll call vote unanimously supported.

Recommendations from Capital Budget Committee to Finance Committee: The Capital Budget Committee voted each item's **FY23 Funding Request** using the following documents for reference and discussion: 5 Year Capital Plan Spreadsheet, Capital Fund History, Citizens Petition Playground Document with rendering. After review and discussion by the Capital Budget Committee, motions are as follows:

Facilities FY23 Requested– Liaison, Chris Paquette:

Approval of Butterick Roof, \$100,000: Motion by Everett Heller, 2nd Christina Lashua. Roll call vote unanimously supported.

Approval of Butterick Windows, \$136,270: Motion by Everett Heller, 2nd Chris Paquette. Roll Call vote unanimously supported.

Table Replacement of HVAC with Heat Pump System Police Station, \$17,400: Motion by Everett Heller, 2nd Christina Lashua. Roll call vote unanimously supported.

Approval of Butterick Masonry \$19,000: Motion by Chris Paquette, 2nd Christina Lashua, Roll call vote unanimously supported.

Library FY23 Request – Liaison, Everett Heller:

Approval of Library Elevator and Lift Construction \$200,000: Motion by Everett Heller, 2nd Chris Paquette. Roll call vote unanimously supported.

Fire FY23 Requested – Liaison, Everett Heller:

Approval to Replace Expiring SCBA Bottles \$35,000: Motion by Chris Paquette, 2nd Lynne Sheppard. Roll call vote unanimously supported.

Approval of SUV/Pickup \$21,000: Motion by Everett Heller, 2nd Chris Paquette. Roll call vote unanimously supported.

Approval of Oil Transfer Pump Replacement \$30,000: Motion by Everett Heller, 2nd Chris Paquette, Roll call vote unanimously supported.

Approval of SCBA Air Pack Replacement Grand (5% match) \$16,600: Motion by Chris Paquette, 2nd Christina Lashua. Roll call vote unanimously supported.

Police FY23 Requested – Liaison, Christina Lashua

Table of Replace one of two specialty vehicles \$52,000: Motion by Christina Lashua, 2nd Christopher Paquette. Roll call vote unanimously supported.

Approval of Radio License \$10,000: Motion by Christina Lashua, 2nd Everett Heller. Roll call vote unanimously supported.

Approval of New Computers \$5,000: Motion by Christina Lashua, 2nd Chris Paquette. Roll call vote unanimously supported.

DPW FY23 Requested – Liaison, Everett Heller

Approval of Truck 18 Pickup with plow \$55,000: Motion by Everett Heller, 2nd Chris Paquette. Roll call vote unanimously supported.

Approval of Truck 6, 6 wheel drive, 6 wheel dump rehabilitation \$45,000: Motion by Everett Heller, 2nd Chris Paquette. Roll call vote unanimously supported.

Approval of Local Roads/Sidewalks \$250,000: Motion by Everett Heller, 2nd Chris Paquette. Roll call vote unanimously supported.

Approval Rt 140 & Rt 62 Intersection \$250,000: Motion by Chris Paquette, 2nd Christina Lashua. Roll call vote unanimously supported.

Approval Portable Radios \$7,100: Motion by Everett Heller, 2nd Christina Lashua. Roll call vote unanimously supported.

Approval of Brush Dump Tree Disposal \$9,500: Motion by Christina Lashua, 2nd Everett Heller. Roll call vote unanimously supported.

Table Cemetery Roads \$12,000: Motion by Everett Heller, 2nd Chris Paquette. Roll call vote unanimously supported. Investigate combining this request into FY24 request of \$20K.

Approval of Campground Road culvert replacement \$29,000: Motion by Everett Heller, 2nd Christina Lashua. Roll call vote unanimously supported.

Approval of Equipment Trailer \$10,200: Motion by Everett Heller, 2nd Chris Paquette. Roll call vote unanimously supported.

Approval of DPW Feasibility Study \$12,000: Motion by Everett Heller, 2nd Chris Paquette. Roll call vote unanimously supported.

Water Liaison – Everett Heller: Resides in Enterprise Fund – No vote taken

Open Space FY23 Request – Liaison, Christina Lashua

Approval of Peg's Pond (80% refund grant) \$55,823: Motion by Everett Heller, 2nd Christina Lashua. Roll call vote unanimously supported.

Council of Aging No FY23 Request – Liaison, Elizabeth Soutter

1835 Building FY23 Requested -Liaison, Chris Paquette

Table of All Line Item requests (total \$62,600): Motion by Everett Heller, 2nd Chris Paquette. Roll call vote unanimously supported. The committee needs more specifics on plan for transition from Project to Department ownership.

Historical Commission FY23 Requested – Liaison, Elizabeth Soutter

Approval of Legg and Oak Hill Headstones Repair \$8,000: Motion by Everett Heller, 2nd Christina Lashua. Roll call vote unanimously supported.

Table West Sterling School House Repair \$11,000: Motion by Everett Heller, 2nd Chris Paquette. Roll call vote unanimously supported. Committee needs more information and requests a long-term plan for the structure.

IT – FY23 Requests – Liaison Elizabeth Soutter

Table IT requests (total \$85,000): Motion by Everett Heller, 2nd Chris Paquette. Roll call vote unanimously supported. Committee will be receiving additional information from Fred Aponte, Town Accountant and IT point-of-contact.

Administration No FY23 Requests – Liaison, Everett Heller

Recreation No FY23 Requests – Liaison, Everett Heller

Citizens Petition FY23 Request – Liaison, Everett Heller

Disapproval Houghton Playground Structure \$120,000. Motion by Everett Heller, 2nd by Chris Paquette. Roll call vote unanimously supported. Specifics requested as to WRSD's role, funds management. \$130,000 was approved for this same request last year. Total requested for the playground now at \$250,000.

Action Items:

Chris Paquette to review costs of Facilities/Police HVAC

Christina Lashua to review cost of specialty vehicle with Police Chief

Everett Heller will inquire if cemetery road FY23 & FY24 costs can combine into FY24.

Chris Paquette will request 1835 Town Hall Committee status, ownership plans

Lynne Sheppard to request written Use/Timeline/Cost Plan for W. Sterling School House

Fred Aponte will update IT plan including servers and Guardian security recommendations

Next Capital Budget Committee Meeting , Joint with Fin Com: Feb 10, 2022 6pm, lower conference room.

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