

Capital Planning Committee Minutes

March 17, 2026 - Small Meeting Room on the Second Floor

Members Present: Ellen McKay (at-Large), George Arvanitis (Finance Committee), Micheal Broad (at- Large), Nate Longcope (School Committee)

Members Absent: Laura S oito (Finance Committee)

Guests: Dave Grenier (Highway Dept.) Frank McGinn (Buildings Committee)

Call to Order: 5:04

Approval of Minutes

March 4 and March 10

For March 4, George suggested under review of records, replace first names with titles in order to make it more clear. Otherwise unanimously approved as amended.

March 10, 3 approved (Nate, Ellen. Michael) one abstained (George)

Review of Highway Dept Request with Dave Grenier

- Tractor approval discussion
- Kabota vs. Yanmar discussion Dave pushed for the lower cost Kabota. He said that it's a great machine.
- Current tractor is from 1984, no cab, no heat. Can't be used in the cold. Clearing leaves out of the ditches using the blower. If the ditches on the side of the road get clogged with leaves they will overflow.
- All attachments work on the Kabota. Has heat and cab. Will be able to have plow and potential snowblower.
- Dave took the plow request off the table saying the quotes that he got we too expensive (\$18.5k-19k) he will look for a used one costing \$1,800K taken from machinery maintenance or Highway materials to pay for that.
- Motion to recommend Kabota purchase \$64,319 by George. Seconded by Nate and unanimously approved.
- Source Well Discount service was talked about. It is a way to locate equipment online at low cost. Ways to save money for Municipalities equipment.

Review of Buildings Committee Request

- Frank discussed the town wide energy audit. They recommended ground source heat pump for the school. Engineering study is \$50k. He mentioned \$44,250 for engineering study for removal of the oil tank.
- With those costs Buildings committee was not comfortable proposing any requests at this point.
- Dealing with phase one of the oil tank, ei. found the problem and shut it off. Second part is what MA DEP will require. That may increase costs exponentially.
- Discussed moving from Jamrog to Royal Steam to deal with HVAC systems in town.

- Frank discussed the issues with the tank and several plans for solutions. The Select board was meeting later that evening and planned to declare a state of emergency in order to pay for soil removal and what insurance would cover.

Review of School Committee

- Nate presented \$15,800 request for Parking lot Survey done by the Berkshire Design Group.
- Talked about lowering the costs of the engineering study of \$40k that included designs plus and how he came to the 15K for survey.
- \$7800 for site survey. \$5k for asphalt testing (bore hole drilling) asses what the substrate of the parking lot is. This will determine the final cost of the paving project possible costs could run from \$330k-550k
- Michael moved to approve the SES site assessment for \$15,800. George Seconded. Unanimously approved.

Votes on Request

Motion: Approved the purchase of the Kabota Tractor

- **Approve 4-0**

Motion: Aproved the Shutesbury Elementary School site assesment

- **Approve 4-0**

Discussed Future Fincom meeting with Capital Planning later that evening 3/18/26

- Designate who talks about what requests with Fincom

Meeting adjourned: 6:08