

Capital Planning Committee Minutes

January 8, 2026 – Selectboard Meeting Room (in person)

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

Guest: Hayley Bolton (Town Administrator)

Called to order: 5:01 PM by Ellen McKay

Approval of Minutes

- Minutes approved for December 4, 2025
- Minutes approved as amended for October 30, 2025
- Minutes approved for December 16, 2025 Multi-Committee Joint Select Board Meeting

Discussion of joint meeting.

- Climate community grants up to \$5M for ground source heat pump
- Could potentially be used for heating system at elementary school
Town currently doing energy audit for some buildings
- More planning needed for grants - possible new committee to work on grants

Dam Emergency Project

- Sink hole was discovered
 - Design and permitting costs covered from existing grant
 - \$72K for construction to move dam from unsafe to level 4 status
 - Expect additional costs for more exploration and repairs
- Community Preservation Act funds can be used
 - Seeking grant for construction phase projects
- Declared state of emergency to allow deficit spending – can backfill if funds are received.

Review progress on long-range capital plan

- Town Hall still missing report from Building Committee
 - Ellen indicated that request was resent to building committee today
- Fire Department
 - Some areas need to be followed up on
- Highway Department
 - George will follow up on our questions
- Police Department
 - Some lifespans are missing
 - No capital requests this year
 - Consider grant for speed signs
- Shutesbury Elementary School
 - Nate gathering information
- Library
 - Need to follow up, but not this week due to grand opening
 - Sidewalks shoveling discussion to come
- George could share draft long range plan at the next meeting

Discuss Possible Capital Requests

- Received
 - School
 - repaving driveway and parking lot
 - Tractor has been used for supplemental snow. Proposing replacement with 2 snow blowers for sidewalks (saves \$20K). School should be included in larger sidewalk shoveling conversation.
 - mechanics for the Cafetorium
 - Movement mechanisms for fabric that separates cafeteria from gymnasium is failing
 - Mechanism for stage curtain also need to be done
 - Putting together bids
 - Question: Do we collect fees for activities in gym? How are these funds used? Could fee be too low?
- Expecting
 - Feb 2nd deadline for Capital Planning form
 - Highway
 - Grader
 - Grader - possibility \$250K covered by grant and chapter 90 funds
 - Tractor -\$35K
 - Sprayer – less than \$10K
 - Tank was received for free from Amherst
 - Use for reducing dust and possibly pre-treating roads in winter
 - Town Admin
 - File digitization – \$20K
 - Free/clean up space
 - Building Committee
 - Unsure
 - Fire dept
 - Fire truck
 - Library
 - Unsure – may need to address some HVAC related-concerns in the new building. Checking what is under warranty.
 - Old library
 - Discussed septic options for bathroom.

Plan for next meeting

- Review requests received.
- Determine schedule for meeting with departments.
- Review school requests because forms have already been turned in.

Next Meeting: Thursday, Feb 5th at 5pm

Adjourn: 6:08 PM