

Capital Planning Committee
Thursday, August 20, 2026
Town Hall

Members Present: Ellen McKay - chair, Frank McGinn, Nate Longcope and George Arvanitis; Absent: None; Non-Members Attending: None

Meeting called to order at 5:00 p.m.

I. Selected Officers for Fiscal Year 2027

- A. Chair of the committee: George motioned to elect Ellen as Chair of the committee. Frank Seconded. George: aye, Ellen: aye, Frank: aye, Nate, aye
- B. Vice Chair: George Arvanitis motioned to elect Frank as Vice Chair. Nate Seconded. George: aye, Ellen: aye, Frank: aye, Nate, aye
- C. Secretary: Vice Chair: Ellen motioned to elect George as Secretary, Frank Seconded. George: aye, Ellen: aye, Frank: aye, Nate, aye

II. Reviewed Information Provided by the Highway Department for the Capital Plan

- A. Reviewed the values and the estimated useful lives of the assets
- B. Replacing the Sand Shed was added to the list previously provided:
 - i. The 18-wheel truck doesn't fit in the shed requiring material to be unloaded outside of the shed and then pushed into the shed
 - ii. Estimated cost for a hoop Shed is \$150k
 - iii. The Building Committee recommended an engineering study to consider alternatives such as altering the existing shed
- C. The committee will schedule a meeting with the Highway Department Superintendent to complete the Highway Department section of the capital plan

III. Reviewed the Draft of the Capital Plan

- A. Reviewed modification to the plan to adjust replacement costs for inflation
- B. Replacement costs have been entered in the future years for all assets with costs and useful life estimates
- C. Reviewed Fire Department section:
 - i. Breathing Air Packs line was removed. These are funded in the annual operating budget
 - ii. Information missing for the following items:
 - 1. Fire station alarm system
 - 2. Fume evacuation systems
 - 3. Parking lot – Pavement
 - 4. The building (fire station)

- iii. Frank will meet with the Fire Chief to gather information regarding the missing items
- D. The Police department section is up to date
- E. Elementary School section:
 - i. Nate will be meeting with the union 28 Superintendent to complete the school's asset list
 - ii. We discuss the guidelines for items to in the plan: Tangible assets costing at least \$5,000 and with a useful life of three years or greater
 - iii. Frank will send the Building Committee's list of assets for developing this section of the plan
 - iv. The school is putting together information for the Massachusetts School Building Association for the grant application for a new heat pump system
- F. Regional School section is provided by the region as a part of the annual budget review presentations. The budget document provided includes a long-term projection of the total capital costs by year and the allocation of these costs for each town in the region
- G. The Library section. Frank will contact the Library Buildings committee to develop the asset list for this section
- H. The Old Library section will not be completed until the future use of the building is determined
- I. Old Town Hall section. Frank will send the Building Committee's list of assets for developing this section of the plan
- J. Town Hall section:
 - i. Frank will send the Building Committee's list of assets for developing this section of the plan
 - ii. The Town Administrator is developing a building maintenance form for requesting repairs to the town buildings. This will help centralize building management
- K. Discuss meeting with the appropriate personnel to finalize the plan

Next meeting September 23, at 5:00 p.m. at Town Hall

Meeting adjourned at 5:51 p.m.

Exhibit Summary

1. Draft of the capital plan