**Capital Expenditures Committee**

**Meeting Minutes**

**Thursday, April 4, 2013, 6:30 PM**

**Selectman’s Chambers**

**Members Present:** John Heffernan, Michael Podolski, Amy Paxson and Peter Springer

**Members Absent:** Kenneth Bragg

Mr. Heffernan explained that the committee would be listening to each department tonight, and would not yet be deliberating.

6:30 PM- Fire Department Capital Requests-

First Response Vehicle- Acting Chief William Spillane explained that the current first response vehicle is not meeting the needs of the department. He explained they would like to replace this vehicle with a four-wheel drive utility vehicle that better fits the department’s needs. He would like to repurpose the existing first response vehicle to be used by the Fire Prevention Officer for inspections. Chief Spillane handed out a schedule for vehicle replacements.

Multi Gas Meters- Chief Spillane that the second item they are requesting funding for is the replacement of the multi gas meters. He explained that the life expectancy of these meters is approximately 8-10 years. Each meter should be calibrated monthly and they would like to be able to have this technology in house. The new meters would also be more user-friendly.

Protective Clothing Replacement- Chief Spillane presented a replacement schedule for protective clothing. He explained that all protective clothing must be disposed of after 10 years. Maintenance of the protective clothing is not being done as regularly as it should be, so the clothing is only lasing about 5-6 years. Chief Spillane explained that they would like to have a second set of protective clothing for each staff member.

Replacement Hose Engine 2- Each hose has a lifespan of approximately 10 years. There are creasing issues with the plastic hoses.

Clothes Washer & Dryer- It would be preferable to clean the protective clothing in-house. They are currently not being sent out for cleaning as often as they should be, and regular cleaning extends the life of the clothing. Chief Spillane explained that having the equipment in house would be more cost effective as well. Mr. Heffernan asked if there would be any contaminants in the drainage. Chief Spillane responded that based on his research this would not be an issue. Mr. Springer asked about the capacity of the Washer. Chief Spillane responded that the washer could wash up to four sets of clothing at one time.

Replacement of Engine 4- Engine 4 is a 1999 model, with a recommended lifespan is 15 years for frontline service. Mariellen Murphy expressed concern with the length of time it took last time the Town was purchasing a fire truck, and asked what the timeframe would be for the delivery of this truck. Chief Spillane explained the options that they could consider for purchasing the truck, and how the option that they choose could impact the timeframe.

7:35 PM- Parks & Recreation Capital Requests

 Flag Poles and Lighting- Robert Stanley explained that some flags around town are lighted and some are not. The request is to provide lighting for the flags that do not yet have lighting as it is standard practice to either bring flags down at night, or to illuminate them.

Diving Board- Mr. Stanley explained that every 5-7 years a new Diving Board is needed. A new diving board is only used for competition and training. After the first 5 years, the existing board will become an old diving board used for play and a new board is purchased for competition.

Striar Property Engineering Study- The Parks & Recreation Department is going through an RFP process so they do not have a final cost, but the request will be for anything in excess of the $200,000 that they already have.

Remote Lighting- Mr. Stanley explained that this is a request for lighting for locations at three recreational fields in town that can be controlled remotely for convenience. This would be a similar system to what was already installed at the High School.

Security at the parks- Mr. Stanley explained that he will need more time to research the best system to meet the Town’s needs. He explained he wants to make sure that it is done right, and he does not believe they will be ready for it this year.

8:05 PM- Planning & Zoning Capital Request

Richard McCarthy explained that he has submitted a request for $10,000 for the development of a housing plan to evaluate market conditions and housing choices available in the Town of Dedham as it compares to the overall housing market. Mr. McCarthy explained that the original request was $30,000, but that he had reached out to Northeastern University and plans to reach out to other Universities to see if they would consider taking on this project.

8:10 PM- Engineering Department Capital Requests

Aerial Photo update- Jason Mammone explained that it is standard practice to have the Aerial photo updated every five years as this is the backbone of the Town’s GIS program. In conjunction with this the Planimetrics need to be updates as they have not been since 1998. Mr. Mammone explained that the Town is hoping to join other towns through a regionalization effort to complete their Aerial photo and by doing so they will save a significant amount of money. Mr. Keegan asked how long it would take to update this information. Mr. Mammone responded that it would take about a year to get it all done. Mr. Heffernan asked if there was a certain time of year that is best for the flyover. Mr. Mammone responded that the best time of year to do a flyover would be in the fall when the foliage is down.

Engineering Department Vehicle- Mr. Mammone requested that the 2004 Expedition be replaced based on their ten year replacement structure. Mr. Mammone explained that a base model will cost approximately $24-$25K, and another $8-$10K goes into the additional components needed with the vehicle which include lighting and four-wheel drive.

Inflow and Infiltration Program- Mr. Mammone described the success of this program to date and explained that capital funding of $1 million per year would allow them to keep this program going. Mr. Keegan explained that prior to beginning this program they had learned that to replace the entire sewer system would have cost the town over $100 Million, this approach is more affordable and less invasive. Mr. Heffernan asked how much they estimate the town has saved since they started this program. Mr. Mammone responded about $7.5 Million.

Structural Sewer Rehabilitation- Mr. Mammone explained that some sewers in town are over 100 years old, and he would like to be able to take care of them before they collapse. Mr. Mammone explained that if he receives the $500K that he is requesting, it will clear his backlog.

8:35 PM- Public Works Capital Requests

Roads Program- Joe Flanagan explained that they are requesting $1.5 Million for the improvements to the roads. The town is in the 7th year of this program. Mr. Heffernan asked what would happen if they were not able to fully fund the $1.5 Million request for the roads. Mr. Flanagan responded that it would cause delays and likely cost more over time.

Sidewalks- Mr. Flanagan explained that they request $1 Million for existing sidewalks.

Misc. Repairs- Request $750K, this money is used for a lot of patch work.

Rustcraft Road Sidewalk- Mr. Flanagan explained the importance of considering this project and the existing safety concerns of not having a sidewalk. There is currently a lot of pedestrian traffic on that road. This sidewalk would connect two existing sidewalks. Mariellen Murphy commented that funding of this project would be all or nothing; you cannot fund just a portion of it.

Allied Drive Sidewalk- Mr. McCarthy explained this is a small portion of sidewalk that is needed. Mr. McCarthy explained that he recently had a discussion with Representative McMurtry’s office and they are submitting a request for to the Transportation Bond bill for this project. There is a good chance the town will not need to fund this project.

Sewer Improvements- Mr. Flanagan explained this is for the repair of manholes and sewer lines, including broken and cracked pipes.

Motor Equipment replacements- Mr. Flanagan explained that he is requesting three bombardier sidewalk snow blowers. Mr. Podolski asked what the facilities bobcat is used for in comparison to what these machines would be used for. Mr. Flanagan responded that the bobcat is kept right at the schools, and is good for parking lots, but not for sidewalks adjacent to roads such as East Street. Each machine would cost approximately $185K, $120K for the machine, $65K for the attachments.

Transfer Station Study- Request for $30K to evaluate options for the future of the Transfer Station.

Brookdale Cemetery- Mr. Flanagan explained this is a request that they put in every year related to maintenance of roads, landscaping, and trees in the cemetery.

Village Cemetery- Request for $50K to fund restoration and cleaning of the gravestones.

9:10 PM- Meeting Minutes

Mr. Podolski made a motion to approve the meeting minutes from January 16th 2013 with one edit, seconded by Ms. Paxson. It was voted 4-0

The committee discussed the coordination for scheduling of the next meetings. The next meetings are to be scheduled for Tuesday, April 9th at 4:30 PM, and Wednesday, April 10th at 6:30 PM.

9:30 PM- Mr. Podolski made a motion to adjourn, seconded by Peter Springer. It was voted 4-0.