



APPROVED

By Townsend Town Clerk at 9:20 am, Mar 02, 2020

Capital Planning Committee
272 Main Street Townsend, MA 01469

Mark Hussey, Chair Chris Nocella, Vice Chairman Steve Spofford, Clerk
Jerrilyn Bozicas, FinCom Rep Veronica Kell, Planning Board Rep Don Klein, Board of Selectmen Rep

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CAPITAL PLANNING COMMITTEE MEETING MINUTES
2/19/2020 – Selectmen's Chambers, 6:00 pm

1 PRELIMINARIES:

1.1 **Call meeting to order:** Chair (MH) called the meeting to order at 6pm

1.2 **Roll call:** (DK), (SS), (MH), (VK), (JB)

1.3 **Chairman's Additions or Deletions:** None

1.4 **Review /approve meeting minutes from 2/12/2020:** Motion made by (VK),
and seconded by (JB). All in favor.

1.5 **Review mail if applicable:** None

1.6 **Committee member update:** None

11 MEETING BUSINESS: - (Votes may be taken)

2.1 Met with (LP), town accountant, to answer committee's questions. She is always available.

2.2 Discussion followed, (LP) said she is in contact with each department constantly about project monies
such as High Ways' old sidewalk monies to be used for their dump truck

2.3 Discussion concerning possibility of getting **(\$50K-\$60k)** from free cash after (DK) talked to (TA).

2.4 (MK) suggested use some of the **Chapter 90** monies. (VK) would like all Chapter 90 monies to go to
the roads as intended.

2.5 Radio/tower project **(\$170K)** needs one more year to complete.

2.6 (JB) asked about ambulance charges. (DK) explained how EMS charges. (LP) added that after Medicare,
supplemental insurance is charged, if not, the remainder is written off. (DK) and (LP) both agreed
at the current rate the Ambulance Reserve Receipt Fund is slowly being depleted to dangerous level.

111 MOTIONS MADE AT THE MEETING: - (Votes may be taken)

3.1 (VK) motion for leasing a new ambulance #2, monies **(\$103K)** for 3yrs to come from
Ambulance Reserve Receipt Account. (MH) seconded, all in favor.

3.2 (VK) motion to buy the gear to rig ambulance #2, monies **(\$63,450)** to come from
Ambulance Reserve Receipt Account. (JB) seconded, all in favor.

3.3 (MH) motion for continue leasing Police vehicles, monies **(\$59,655)** to come from
Police general budget, (SS) seconded, all in favor.

3.4 (DK) motion to inform Fire Chief that Forestry #1 should go on a Debt Exclusion, and that Engine #2
To be put off until next years' request, at which time should also go to a Debt Exclusion
(JB) seconded, all in favor. [(DK) to inform Chief]

3.5 (VK) motion to refit the Squad, monies **(\$5K)** to come from Capital Stabilization Fund.
(DK) seconded, all in favor.

3.6 (MH) motion to extend Fire/Police joint lease for Tower project/Radio Upgrade, monies **(\$170K)**
to come from Capital Stabilization Fund. (VK) Seconded, all in favor.

3.7 (DK) motion to lease a new cat 930M loader for five years for the
High Way department. Monies **(\$39,400)** to come from Capital Stabilization Fund.
(SS) seconded, all in favor.

3.8 (DK) motion to put off High Way department request for a dump truck
to the fall town meeting, (SS) seconded, all in favor.

3.9 (VK) motion to ok request from Cemetery/Parks for a small dump truck
Subject to monies **(\$50K)** coming from free cash and other available funding. (**See # V**)
[(MH) to meet with Superintendent to clear this up]. (MH) seconded, all in favor.

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1V WATER DEPARTMENT MOTIONS:

4.1 (DK) motion for water main replacement from main street well to West Elm Street, monies **(\$1.2 million)** to come from Water Department Retained Earnings. (JB) seconded, all in favor.

4.2 (DK) motion for the Witch's Brook Station, monies **(\$75,000)** to come From Water Department Retained Earnings. (JB) seconded, all in favor.

V CAPITAL PLANNING MONIES:

5.1 After subtracting section 111 motion monies, Fire/police **(\$170K)**, Fire Squad **(\$5K)**, and HYWY lease **(\$40K)**, there is approximately **(\$38K)** left that will be addressed at the next meeting

V1 REVIEW/SET NEXT MEETING: Meeting set for 03/04/2020

V11 ADJOURNMENT: Meeting adjourned at 8:16pm