



Grafton Capital Improvement Planning Committee
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2023 FEB - 11 AM 9:27

GRAFTON CAPITAL IMPROVEMENT PLANNING COMMITTEE
Meeting Minutes
January 12, 2023

A regular meeting was called to order at 7:00 p.m. The following members were marked present by a roll call: Colleen Roy (chair), Jeremy Graves (Vice Chair), Amy Marr, Sue Robbins, Kyle James, Brian Morgan, Evan Brassard (non-voting).

Absent: Greg Marr (Clerk), James Cummings (non-voting).

Review of the capital plan with Evan.

- Differences from previous presentation: There was an error in the previous projections and the amount of capital funding had to be scaled back a bit.
 - a. Senior center van - \$47,000 has been removed, to be funded by ARPA.
 - b. Replace Engine 1 - \$140,000 the truck has not been received yet, and probably won't be until near the end of the calendar year. There is currently about an 18 month lead time on orders. There is enough money in the account already to pay the first year, so no new money has to be allocated for FY24.
 - c. Highway Truck 48 - \$260,000 has already been replaced, funded through other means, mostly the fuel efficiency settlement.
 - d. ADA Compliance modifications - was \$246,560, now \$100,000, the rest moved to FY25 for now. This is still subject to change.
 - e. Plumbing/HVAC repairs - was \$100,000
 - f. Merriam Road Culvert - \$100,000 to be funded out of Chapter 90 and Roads Stabilization.
- Replace fire inspection vehicle. The current vehicle is in poor condition and ready to be retired. The Chief is going to pass his current vehicle to be the new fire inspection vehicle. The Chief will be getting a quad cab covered bed truck. It will need all new equipment such as light bars and radios since none of the current equipment can be transferred. Evan talked about the trade in vs sale process for old vehicles.
- Taser Replacement Program: current tasers are out of date, and they need to be replaced. This will be a leasing contract, so all maintenance and cartridge replacements are covered. This may remain in capital or may be rolled into the operations budget. This insulates the town from variances in equipment requirements and replacement costs.
- Evan reiterated the plan for Norcross Park following the damage due to a tree.

- Total cost of the capital plan is \$1,760,200, with \$60,000 coming from the sewer enterprise fund to replace a truck and its snow plow.
- South Grafton Community House restoration was funded by ARPA money.
- Evan showed the capital plan in ClearGov, showing funding sources.
- There is more free cash available currently within the max spending amount of ⅓ of its value. As budget discussions proceed, there will be more discussions about how to utilize that money. Free cash certified last year is down compared due to expectations due to inflation. We are on track to do the same this year, so we may need to protect this balance more than usual.
- Evan discussed the capital plan split between schools and the rest of the town, and how that's affected by fire department lease payments, which make up 22% of the plan this year, as opposed to being under bond payments and thus not part of the capital plan for the year. (This is the last year for one payment, and the other ends next year.)
- There are no CPA requests yet in the plan, but there are projects expected, and they will be added as plans are finalized.
- George Hill project: the design work is in progress, still awaiting reports that were due at the start of the month. This project will likely need to be funded by a debt exclusion, as the projected cost is \$4.5 to \$5 million.
- Library Cupola: Evan is actively working on the cupola project, plans and cost estimates were received a couple days ago. Current projection is in the \$60,000 range, there are negotiations ongoing with the insurance company.
- Town Clerk window - pursuing earmarks and grants for this. That leaves the Board of Health and Town Administrator as not updated yet.
- The School Wheelchair Van from a previous meeting was taken care of, it was repaired and so a replacement is not needed.

The meeting was accidentally ended when Evan left. All but Brian rejoined immediately.

Meeting Minutes: 12/12. Motion to approve as presented made by Sue Robbins, seconded by Amy Marr. Passed unanimously by roll call vote of those present.

Brian rejoined the meeting.

The next meeting will be January 31st in order to discuss any necessary by-law revisions so we can respond to the by law study committee.

Adjournment: At 7:52 p.m. a motion was made by Kyle James to adjourn. Motion seconded by Sue Robbins. The motion carried unanimously by roll call vote.

Respectfully submitted,

Greg Marr, Clerk
CIPC