

**Capital Planning Committee
Minutes of February 12, 2015**

Present for the Capital Planning Committee were: Chairman John Dyer, Vice Chair Meredith Boumil-Flynn, Wayne Burgess, Zulfi Syed and Phil Thibault. Also present was James A. Duggan, Town Manager, Finance Director Ann Vandal, Town Accountant Linda Wright and Recording Secretary Samantha Carver. The meeting was held at the Town Hall, 2nd floor conference room, Dracut MA

The Chairman called the meeting to order at 7:00 p.m.

First item on the agenda was to reorganize the Committee and Mr. Dyer entertained nominations. Ms. Boumil-Flynn nominated Mr. Dyer for Chair. Mr. Burgess seconded it. No other nominations were made. Mr. Thibault made a motion to close the nominations. Ms. Boumil-Flynn seconded. The motion carried unanimously.

Mr. Burgess nominated Ms. Boumil-Flynn for Vice Chair. No other nominations were made. Mr. Thibault made a motion to close the nominations. Mr. Syed seconded the motion. The motion carried unanimously.

Dracut Fire Department – Capital Plan Requests

Fire Chief David Brouillette was present to discuss his project for the Capital Plan. Mr. Brouillette discussed the following items:

- Replace Collinsville Fire Station
- Replace SCBA Face Pieces
- Replace outdated SCBA
- Prefab Metal Cold Storage building
- Metal Storage Mezzanine for Headquarters

The Committee asked questions relative to the new location for the Collinsville station. Fire Chief Brouillette stated he did not have an issue being on the other side of Mammoth Road. He also stated that the Collinsville Fire Station is their busiest station. The building they are currently in cannot be retrofitted and it was not originally designed to house men for firefighting.

Chief Brouillette stated he'd like to have a feasibility study done on this issue. The Chief also discussed the face pieces being requested and how he has applied for a grant which is Washington and he has not been notified as of yet that he hasn't been considered for it. The face pieces like most firefighting equipment has about a ten year shelf life.

Town Manager Duggan explained to Chief Brouillette of a similar issue in Gloucester when he was there and a way to get a feasibility study done at little or no cost through an organization. He stated that Chief Eric Smith would have the information for Chief Brouillette and he could give him Chief's Smith contact.

Chief Brouillette described the metal storage building request and what it would be used for. He stated currently they have items that are taking up space and bays at the fire station being used for a storage area.

Dracut Police Department – Capital Plan Requests

Chief Kevin Richardson was present to explain the following requested items for the Police Department:

- Comparator \$15,255.00
- Telephone System \$15,599.80
- Police Boat & Trailer \$25,000.00
- All-terrain Vehicles \$15,000.00

Chief Richardson stated their number one priority listed is the Comparator. This is an officer safety issue and the old one is obsolete. They are having difficulty repairing it and finding parts for it. The telephone system is seven years old and according to their IT person the system is due for an upgrade. The all-terrain vehicles would assist the police department in answering the complaints they received with people riding in the wooded areas or the power lines on others property. The boat and trailer would help the police department enforce violations that happen on the lakes with people drinking and driving while boating.

Department of Public Works – Capital Plan Requests

Michael Buxton, the DPW Director was present to discuss the items he is requesting for his department in the Capital Plan:

- Equipment Replacement Fund
- Drainage Culvert Replacement Sawmill Drive
- Public Works Office Windows, Doors, Exterior Cosmetic Repairs
- Bailey Cemetery Expansion

Mr. Buxton thanked the Committee for the equipment replacement fund and explained how beneficial this is to the department in the replacement of their worn out, older equipment on a rotating basis. Currently he has four items that need replacement that are due on the equipment replacement inventory and he explained each one. The second item was for Upgrades to the Public Works Office; the third item which is actually number two was replacement of the drainage culvert on Sawmill Drive; the fourth item was Bailey Cemetery Expansion. Mr. Buxton explained that he is also charged with the Cemetery Division and they are in need of more cemetery space. He stated if they could expand at the Bailey Cemetery this may be limited to cremations only.

The next meeting for the Capital Planning Committee was determined to be February 23, 2015 at 5:00 p.m. The School Department and the Community Preservation Committee will be invited to present their capital plan projects and then the Committee will work on completing the matrix and voting on projects if they can fund any.

Minutes

The minutes of February 27, 2014 were reviewed. Mr. Burgess made a motion to approve the minutes of February 27, 2014 as presented. Mr. Syed seconded the motion. The motion carried unanimously.

There was a discussion on regionalizing dispatching for the police and fire departments. Mr. Duggan stated that he had a meeting with N.M.C.O.G. who were doing a study on regionalization of these services and he had been told that both Chiefs were adamantly opposed to it however he has learned otherwise.

Adjourn

Ms. Boumil-Flynn made a motion to adjourn the meeting at 8:15 p.m. Mr. Syed seconded the motion. The motion carried unanimously.

Capital Planning Committee









