

MEETING MINUTES  
CAPITAL PLANNING COMMITTEE  
Thursday September 14, 2023 – 7:00 pm  
Select Board Meeting Room  
21 SOUTH MAIN STREET, UXBRIDGE, MA

REC'D UXB TOWN CLERK  
2023 SEP 26 PM 2:11

**COMMITTEE MEMBERS PRESENT:**

Jeanne Daley  
Eli Laverdiere  
Brian MacDonald  
Joe Marchand

**OTHERS IN ATTENDANCE:**

Steve Sette	Town Manager
Kurt Ginthwain	Town Accountant
Brian Bettencourt	Information Technology
Tom Dion	Fire Chief - Uxbridge Fire Department
Jason Gomes	FF/EMT - Uxbridge Fire Department
Michael Dion	LT/EMT Uxbridge Fire Department
Timothy Burke	Lt. Uxbridge Police Department
Ryan Mastromatteo	Sgt. Uxbridge Police Department

**1. Call to Order:**

Time being 7:00 PM, meeting being duly posted and a quorum being present the meeting was called to order by Jeanne Daley, Chair.

**2. Meeting Minutes:**

**Motion made by Eli Laverdiere to approve the minutes of the March 9, 2023, of the Capital Planning meeting, seconded by Brian MacDonald. All approved, roll call taken, all approved. Motion carried 3-0-2. Joe Marchand was not present at that meeting.**

**3. IT CAPITAL REQUESTS.**

Brian Bettencourt, presented a plan to upgrade the IT infrastructure at Town Hall which is basically all facilities minus the police department. The town is running on aging equipment. The servers were originally purchased back in 2013. The operating systems are coming to the end-of-life cycles. This would include all new operating system, hardware, and software. Servers were installed in late 2013 and he is looking at updating Hardware and Operating Systems. Technology has changed over the last 10 years. This upgrade will help protect the town. The current hardware and operating systems the town is running is out of date and no longer receiving security updates, firmware updates and general software updates putting the town at risk.

Current wireless infrastructure is built on outdated technology. When it was installed, the being used today. With the new equipment they can set everyone up with their own security. Set up Domain authentication through the wireless. The wireless is not working in this town as it should be and the new wireless will be business enterprise wireless.

The committee discussed increasing the request, which will give Brian enough money to complete the project due to any increases in materials. Joe Marchand asked if there was any money remaining would it be going back into the Capital Stabilization Account. Steve Sette said any money being returned will be returned to the Capital Stabilization Account. Steve also wanted everyone to know on a regular basis the town is being attacked and needs to upgrade and be prepared in case of malicious activity.

**MOTION: Eli Laverdiere made a motion to recommend to the Board of Selectmen that the Selectmen vote for the IT Department request in the amount of \$80,000, seconded by Joe Marchand.**

**Roll call taken vote was approved. Motion carried 4-0-1.**

**4. Fire Capital Requests.**

Chief Tom Dion presented to the committee their request for Ballistic Protective Gear. This is a combined project for both the fire and police department project. He talked briefly about the NFPA3000 is all about. NFPA3000 is a standard for the active shooter hostile event response, commonly known as ASHER. This was created to address the rise in hostile events. AAIR – Active Attack Integrated Response provides a unified approach for law enforcement, fire, and EMS to integrate responses during an active shooter event through the rescue task force concept. This has become a National Standard. The fire department trained 3 personnel to be certified by ALERRT. Sgt. Mastromatteo from the police department, Lt. Dion and Firefighter Gomes were present and all took the training. There are 50 personnel in Uxbridge that are trained. There are 25 fire personnel and 25 police personnel. In the state of Massachusetts there are 100 personnel trained and 50 of them are from Uxbridge.

They are looking for body armor, helmets, portables for the department, medical equipment for the personnel which includes a kit for each personnel to have with them and eye kits. Currently, Sgt. Mastromatteo said the vests carried by the police department is very different from what they are asking for form this request.

The vests and helmets are rated for 10-years and the headphones for the helmets that are needed are not compatible with the current helmets.

Joe Marchand asked them if they reached out to the businesses in town that are new and maybe it is an avenue they could look at and ask them for donations as this could happen in their buildings at any time and a few were discussed.

Brian MacDonald asked for the total cost of everything. Chief Dion responded that the total asking for all equipment is \$288,081.00 and the vests and helmets are all from the state bid list. The fire is for all career employees and all sworn police personnel.

Brian asked Sergeant Mastromatteo why does each individual person have to have their own vests. Sgt. Mastromatteo said each person is different in size and waist. Lt. Dion said that if the vests does not fit properly, it could affect the stopping power and could

have injuries that occur if not fit properly. They are also fit for male and females and the company will come in and fit each person individually.

Brian MacDonald asked the Chair to increase the price by 5% due to increase in products from the time the quotes were gotten. Again, any money left will be returned to the capital stabilization account. Eli asked them to get a letter together to forward to the companies in town that may be able to donate.

With the 5% increase the \$302,500.00. Any donations or grants donated to the account for this purpose will be used to offset the Capital money being used.

**MOTION: Brian MacDonald made a motion to recommend to the Board of Selectmen vote for \$302,500 for the police and fire ballistic equipment, medical equipment and everything listed in the presentation, seconded by Eli Laverdiere. call taken vote was approved. Motion carried 4-0-1.**

Steve Sette updated the committee on the progress of the Lower Town Hall, making it more accessible to all residents. Discussed Monitors, lighting situation, waiting on pricing from another meeting room table.

He also asked facilities about the stage in the lower town hall which was used years ago when the court used it. He asked if it could be removed. He is hoping to have more information to provide to us at the next meeting.

Kurt will get information for us on projects that are completed and those that are still on the books. DPW's removal of the Legacy material is an ongoing project. One truck will be done by October.

The High School softball field is on hold.

Kurt said it looks like nothing has been started on HVAC at the 2 schools and Whitin Kitchen funding was supposed to come back.

Brian asked for a break down on the capital projects that are open and closed. Kurt has not done that yet butt will get it to us when it is competed.

Chis is asking for a stat match for the building of a new library. Steve said it will not be until the spring for that request.

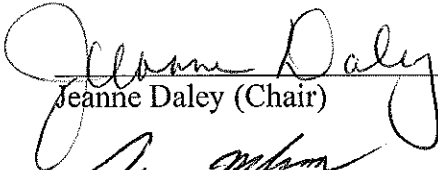

Next Capital Planning meeting September 25, 2023, at 7:00 pm Lower Town Hall.

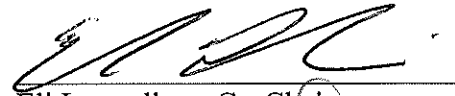

**Adjournment at 8:18 PM**

- a. Motion by: Eli Laverdiere
- b. Seconded by: Brian MacDonald
- c. Motion carried 4-0-0

*Minutes respectfully submitted by Jeanne Daley.*  
*Minutes approved by the Capital Planning Committee*

Date Approved: 9/25/2023

  
Jeanne Daley (Chair)  
  
Joe Marchand

  
Eli Laverdiere, Co-Chair  
  
Brian MacDonald

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Craig Haringa  
  
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