



REC'D UXB TOWN CLERK
2020 JAN 13 PM4:49

MEETING MINUTES
CAPITAL PLANNING COMMITTEE
Wednesday, January 24, 2019 6:33 PM
SELECTMEN'S UPPER TOWN HALL
TOWN HALL, 21 SOUTH MAIN STREET

COMMITTEE MEMBERS PRESENT:

Jim Horwath
Barry McCloskey
Justin Navarro
Marsha Petrillo
Joe Marchand
Jeanne Daley

OTHERS IN ATTENDANCE:

1. Call to Order:

It being 6:33 PM, the meeting being properly posted, duly called and a quorum being present, the meeting was called to order by Jim Horwath, Chairman.

2. Meeting Minutes:

December 13, 2018 minutes reviewed by committee.

Motion to accept minutes with Justin Navarro abstaining. Minutes approved, vote taken 5-0-1.

January 2, 2019 minutes reviewed.

Motion to accept minutes with Joe Marchand, Justin Navarro and Jim Horwath abstaining. Minutes approved, vote 3-0-3.

3. Five year plan submission review

Discussion from previous meeting.

The last meeting the committee approved a listing of capital projects which included;

School sidewalk renovations = \$20,000

School – Taft doors/interior = \$35,000 and continuing allocation for a period of 5 years 2020 through 2024.

School – Whittin doors/interior = \$31,000 and continuing allocation for a period of 5 years. 2020 through 2024.

Senior Center – Parking Lot = \$150,000 based on DPW estimate and including a grant award of \$25,000 that was earmarked for this project.

Police = access controls = \$12,000

Fire – Cardiac Units = \$75,000

Fire – (set aside) for Ambulance = \$80,000 set aside for 3 years with the purchase being made in FY 2022.

Joe Marchand told the committee he has no problem on voting on items that we have money for but voting for future funding on money we have not received and are for future years he has a problem with.

The doors for the school, they need the money for the future 4 years however, if there is no money next year they don't get it.

The question is what is being purchased for \$35,000. Jim said the numbers are based on the assessment the Uxbridge School requested.

***** Motion made by Jeanne Daley to approve the capital items that were isolated at the last meeting and are described in the January 2, 2019 minutes. Seconded by Barry McCloskey. Joe Marchand was a nay. Vote take was 5-1-0**

Chairman, Jim Horwath said that we need a more specific submission for the project close out from Department Heads. When we meet with department heads we need to request that they show up and submit status reports for completed projects from FY2018 and status reports on projects in progress or completed from FY2019. We should be complete as we can be in describing what we need from them for submission of projects. Departments that do not spend all the funds requested need to rescind the money back to the Capital Planning account so that it can be reallocated for another project. Jim Horwath said that by the Town by Laws and Charter we are responsible for making our own rules. We need to step up our requirements. He also said that spreading the costs over 5 years gives the departments a better handle on the costs associated with the project. What are the project management rules for the cost accounting on these projects? Do the projects have to be completed during the fiscal year that the money was voted on at Town Meeting or can they carry the money into the next fiscal year? Next meeting, we should ask if Angie can be available for the next meeting. Our next meeting is scheduled for February 6, 2019. Joe Marchand said that the people who are in the position now for the finances should attend so they could answer some of our questions we have. He requested that we send him emails with our questions with examples so he can send them to Angie and she can have answers for us.

4. Old/New Business


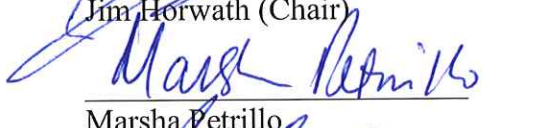

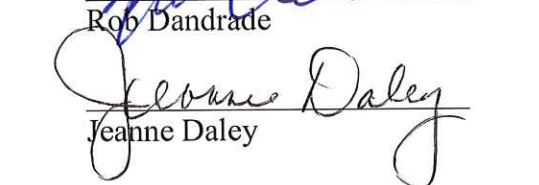
Jim Horwath suggested will put together a yearly schedule so the department heads also know that in October and April they will be meeting with the Capital Planning Committee and will know what they need to have to be prepared for their meeting.



5. Adjournment at 7:32 PM

- a. Motion by: Jeanne Daley
- b. Seconded by: Justin Navarro
- c. Motion approved 6-0-0

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

Date Approved: 5/1/19


Jim Horwath (Chair)

Marsha Petrillo

Rob Dandrade

Jeanne Daley


Barry McCloskey

Joe Marchard

Justin Navarro