

**Capital Expenditure Planning Committee
Meeting Minutes
February 9, 2023
5:33PM-6:56PM**

RECEIVED

By Town Clerk's Office, Town of Westborough at 12:50 pm, Dec 13, 2023

Members Present: Lisa Blazejewski, Andrew Bradley, Steven Doret, Peter Bouchard, Linda Smith, Lea Maclean,

Members Absent: Ian Johnson

Also present: Kimberly Foster-Assistant Town Manager

Lisa Blazejewski convened the meeting at 5:33PM, held remotely via Zoom, and read the Governor's Orders allowing remote meetings into the record as printed on the posted agenda. The posting included a Zoom meeting link to allow members of the public access to join and view the meeting in real time. Additionally, the meeting was recorded and subsequently posted on Westborough TV's YouTube Channel.

Ms. Foster welcomed Ms. Linda Smith to the committee. Ms. Smith was recently appointed to the position of Treasurer-Collector

**Warrant Article numbers referenced during this meeting reflected the Articles as numbered in Version 5 of the Draft Town Meeting Warrant and were subject to change in subsequent versions of the Warrant*

Stormwater Infrastructure Improvements– Public Works (Article 18)

DPW Director Chris Payant discussed the items for which funding is being sought under the Stormwater Infrastructure Improvements article. He shared a map showing the location of several culverts that have been under design and for which funding is requested to allow the Town to proceed with construction. The proposed new culverts will comply with current standards.

- Morse Upton – series of 5 culverts – grant was received to fund initial data collection; analysis recently completed. At Bowman Lane – corrugated pipe goes under the road – intent is to replace Estimated culvert replacement cost is \$950,000– many utilities along road at this location and need to add drainage.
- DEP grant opportunities in progress, outcome likely not know until after Town Meeting, but any grant funding received would reduce the project costs to the Town.
- Culvert construction will go out to bid; working with engineering firm to design bid docs
- Upton Morse Intersection – location of Town well; Trying to mitigate having well flooded; remaining \$135,000 of article asks to take the town to the next step of investigating site with geotechnical analysis and test pits to aid in the development of a potential solution.

Mr. Payant was asked if the Town has developed a plan for vehicle access/assume disruption to roadway travel while construction underway He indicated yes, the Town is working on that now with abutters and obtaining necessary easements.

Ms. Blazejewski moved to support the Stormwater Infrastructure Improvements Article; Mr. Bradley seconded. A Roll Call Vote was taken: Blazejewski-yes; Bouchard-yes; Bradley-yes, Smith-yes; MacLean-yes; and Doret-yes (6-0-0)

Multi-Use Trail Design – Select Board (Article 10)

Town Manager Kristi Williams provided an update on a funding request to support design of the 2nd segment of the BWALT Trail. As previously presented to the committee, the 1st segment of trail has been funded through grants supporting the Otis Street Corridor project. The Town is now looking at moving forward with the 25% design component of the 2nd segment and has identified a grant that requires a 20% match from the Town. The Town has obtained a preliminary design cost estimate of \$550,000, so Article 10 seeks funding in the amount of \$110,000 (20% of \$550,000) to meet this match in anticipation of award. Seeking CEPC's support as this grant opportunity was not known when the project was presented to the Committee in November 2022.

Mr. Doret moved to support the request to fund the grant match; Mr. Bouchard seconded. A Roll Call Vote was taken: Blazejewski-yes; Bouchard-yes; Bradley-yes, Smith-yes; MacLean-yes; and Doret-yes (6-0-0)

Hastings School ADA Construction – School Department (Article 9Q)

Superintendent Bock provided an update on the Hastings School ADA Construction Article. She reminded the committee that at the last Fall Town Meeting the School Department requested to extend the use of funding previously authorized for HVAC work to also be used to pick up design costs for ADA requirements because the two were intertwined. Since voters approved the request in the fall the School Department has been working to develop and finalize design documentation and expects to open bids on March 20th. Once bids are opened, the School Department will have a firm number to bring to Town Meeting. The bid seeks to identify the cost of all of the ADA work and completion of the HVAC work, but was structured in such a way that the costs can be broken in to two parts.

Ms. Bock indicated she will be prepared to come back with a bid number, plan and proposal ahead of Town Meeting.

Library Building Improvements and Design- Library (Article 11)

Library Director Maureen Amyot provided an overview of the Library Building Improvements and Design Article. She indicated the funding request in the amount of \$347,959 would fund Architect and OPM services to include investigation, development of a schematic design and preliminary cost estimate for the repairs needed. The Library Building Committee, with the help of the Architect and OPM, will use this information to make informed decisions about what should be included in the repair project. This is Step 1 of 3 steps anticipated for this project – step 2 is anticipated around the fall Town Meeting of March 2024 which would be detailed

design development, development of construction documents and bidding for the repairs to obtain a firm cost. Step 3, anticipated in October 2024 or March of 2025 would be to seek funding for the repair work.

Mr. Doret moved to support the Library Building Improvements and Design Article; Mr. Bradley seconded. A Roll Call Vote was taken: Blazejewski-yes; Bouchard-yes; Bradley-yes, Smith-yes; MacLean-yes; and Doret-yes (6-0-0)

Utility Tractor Replacement – Recreation Department (Article 9N)

Ms. Foster noted that the Committee previously voted to recommend funding in FY2024 for three items for the Golf course (Indoor Golf Simulator, Utility Vehicle Replacement and a Rough Mower Replacement). The Capital Warrant Article reflects a request for the Simulator as originally proposed and recommended, but instead of the Utility Vehicle or the Rough Mower (both of which have been proposed for replacement next year, in FY2025), seeks to bring forward the Utility Tractor for replacement in FY2024 at a cost of \$50,000. Staff have determined that the greatest need currently is to replace the tractor which is the most unreliable of the three items and is critical to maintenance operations year round at the gold course. As a reminder, these projects are funded by the Golf Course Enterprise Fund Retained Earnings.

Mr. Doret moved to support the Recreation Department Capital Request as presented in Article 9N; seconded by Mr. Bouchard. A Roll Call Vote was taken: Blazejewski-yes; Bouchard-yes; Bradley-yes, Smith-yes; MacLean-yes; and Doret-yes (6-0-0)

Approval of Minutes

Mr. Doret moved to approve the minutes of the November 21, 2022 meeting; seconded by Mr. Bradley. A roll call votes was taken: Doret- yes; Blazejewski-yes, Bradley-yes, MacLean –yes; Bouchard-yes; Smith-yes.

Adjournment

Mr. Doret moved to adjourn the meeting at 6:56PM. Ms. Blazejewski seconded. A Roll Call Vote was taken: Blazejewski-yes; Bouchard-yes; Bradley-yes, Smith-yes; MacLean-yes; and Doret-yes (6-0-0)

Respectfully submitted,

Kimberly Foster

Documents Used During the Meeting:

1. Meeting Agenda & Meeting Packet
2. DPW Stormwater Infrastructure Slide Presentation

APPROVED: 4/13/2023