

**Capital Expenditure Planning Committee
Meeting Minutes
April 13, 2023
6:00PM-6:15PM**

RECEIVED

By Town Clerk's Office, Town of Westborough at 12:51 pm, Dec 13, 2023

Members Present: Lisa Blazejewski, Andrew Bradley, Steven Doret, Peter Bouchard, Lea Maclean, Ian Johnson

Members Absent: Linda Smith

Also present: Kimberly Foster-Assistant Town Manager, Chris Payant- DPW Director

Chair Ian Johnson called the meeting to order at 6:00PM and acknowledged it was being held remotely via Zoom. Lisa Blazejewski 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.

The Committee met to consider memos from the Deputy Police Chief and the DPW Director regarding their upcoming vehicle purchases that were included in the FY2024 Capital Improvement Plan and for which funding was approved by Town Meeting on March 25, 2023. These memos were provided in accordance with the Town's policy on fuel efficient vehicle procurement (this policy is consistent with the requirements the Town must meet under its Green Community Designation), which requires, in part, the following:

The use of alternate fuel vehicles, electric vehicles and hybrid vehicles must be considered whenever cost effective, operationally feasible, and when use results in reduced energy use and/or reduced emissions of pollutants and greenhouse gases. If after this consideration, the requesting department concludes these vehicles are not acceptable, then a memo justifying this conclusion must be submitted as part of the purchase request.

Both departments identified a lack of availability and long lead times were they to proceed with purchasing hybrid vehicles due to ongoing supply chain issues limiting the availability of these vehicles. As a result, both departments intend to purchase gasoline powered vehicle which are fully compliant with the Town's fuel-efficient vehicles policies that conform to Green Communities standards.

Mr. Doret moved to approve the request of the Police Department and Department of Public Works to purchase gasoline powered vehicles; Mr. Bouchard seconded; A roll call vote was taken: MacLean –yes; Doret- yes; Bradley –yes; Blazejewski-yes, Bouchard-yes; Johnson-yes.. The motion passed 6-0-0.

Approval of Minutes

Mr. Doret moved to approve the minutes of the February 9, 2023 meeting; seconded by Ms. Blazejewski. A roll call vote was taken: Doret- yes; Blazejewski-yes, MacLean –yes; Bouchard-yes; Johnson-yes. Mr. Bradley-abstained. The motion passed 5-0-1.,

Adjournment

Mr. Bradley moved to adjourn the meeting at 6:15PM. Mr. Doret seconded. A Roll Call Vote was taken: MacLean-yes; Doret-yes; Bradley-yes; Blazejewski-yes; Bouchard-yes; Johnson-yes; (6-0-0)

Respectfully submitted,

Kimberly Foster

Documents Used During the Meeting:

1. Meeting Agenda & Meeting Packet
2. April 5, 2023 Memo from Deputy Police Chief Todd Minardi
3. March 30, 2023 Memo from DPW Director Chris Payant

APPROVED: 11/13/2023