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TOWN OF LUDLOW

Town of Ludlow, Massachusetts *Capital Improvement Planning Committee*

Minutes of the April 25, 2018 Capital Improvement Planning Committee. Meeting began at 6:00 p.m. and adjourned at 7:07 p.m. Members present Luis Vitorino, Ellie Villano, Eric Gregoire, Derek DeBarge and Dolly Cincone. Kim Collins was absent.

Committee met with Chris Davis, Chairman Board of Trustees for the Hubbard Memorial Library and Patrick McGowan, Director of Hubbard Memorial Library.

At a previous meeting, Ms. Davis and Mr. McGowan were asked to provide additional quotes for the rooftop HVAC system for the Library. They received three additional quotes ranging in cost from \$22, 500 to \$40,000. They stated that all three vendors agreed that the unit was in need of replacement. That replacing just the components at a cost between 10 and 12 thousand wouldn't be as helpful or last as long. The unit has outlived its life expectancy. This rooftop unit is the second unit and the main unit for the second floor.

Chief Ryan Pease met with the Committee to discuss his request of \$40,000 for a Deputy Chief vehicle. It was determined that the split purchase between current funds and capital funds could not be done as it is two separate fiscal years. It was determined that the full amount of the vehicle should be born from the ambulance subscription fund and that he would be requesting an article for the October Town Meeting to fund the purchase of the vehicle for the Deputy Fire Chief. The current balance in that fund is \$207,000 with \$58, 00 to be expended for FY19 and approximately \$90,000 being added to the fund. Changes were made to the use of the ambulance subscription fund at previous town meetings, thus allowing this fund to be used for equipment purchases related to ambulance. The Deputy Fire Chief is in charge of EMS and spends approximately 70% of his time on this. Currently, he uses his own personal vehicle.

Discussion for the two requests in front of the committee.

Library HVAC – Mr. Vitorino will be abstaining from the discussion and vote as he feels it would be a conflict of interest.

Does the committee feel it has enough information to determine if the HVAC system is in need of replacement? Based on what was presented it does.

There was some discussion on the difference in costs but this would still need to go to bid.

Moved by Mr. Cincone, second by E. Villano to allow up to \$25,000 for the HVAC at the Ludlow Hubbard Memorial Library.

Vote 4 – 0 favor, 1 abstention – L. Vitorino

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The Committee decided to take no action or vote on the Fire Deputy Vehicle as it will be presented at the October STM and the committee felt it should wait to vote. Since action had been taken at the previous meeting the following votes were taken.

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Moved by D. Cincone, second by E. Villano to move to suspend the rules for the vote taken at the March 29, 2018 meeting relative to the approval of the Fire Deputy Chief Vehicle.

Vote – 4 – 0 favor, 1 abstention – E. Gregoire.

Moved by D. Cincone, second by E. Villano to reconsider the vote relative to the Fire Deputy Vehicle.

Vote: 4 – 0 favor, 1 abstention- E. Gregoire.

Moved by D. Cincone, second by E. Villano to table the vote for the Fire Deputy Chief vehicle until before the October 2108 Special Town Meeting.

Vote: 5 – 0 favor

Moved by D. Cincone, second by L. Vitorino to approve the minutes of March 29th with the correction removing Eric Gregoire from being present.

Vote: 4 – 0 favor, 1 abstention – E. Gregoire

Moved by D. Cincone, second by L. Vitorino to adjourn at 7:07 p.m.

Vote: 5 – 0 favor.
