

**Capital Planning Committee
TOWN OF DUNSTABLE
TOWN HALL, 511 MAIN STREET
DUNSTABLE, MA 01827-1313**

Meeting Minutes - March 21, 2023

1. Call to Order

The Dunstable Capital Planning Committee meeting was called to order at 8:25 a.m. with David Greenwood as chair. The following were in attendance:

Capital Planning Committee Members Present:

David Greenwood - Chair

Jeff Rosen

Others:

Jason Silva, Town Administrator

Jean Phelan, Parks Commission

2. Review of Previous Meeting Minutes

- Motion to approve minutes from March 10, 2023-
 - i. Jeff, 2nd – David
 - ii. Vote: Unanimous - Approved.

3. Review of Capital Requests by the Dunstable Police Department

- a. None at this time.

4. Review of Capital Requests by the Dunstable Fire Department

- a. None at this time.

5. Review of Capital Requests by the Dunstable Highway Department

- a. None at this time.

6. Review of Capital Requests by the Dunstable Parks Commission

- a. Well Repair
 - i. Discussion - Based on discussion, artesian well will not be economically feasible. A gravel pack well would be needed in this application. This type of well has better flow rates for water and requires less long term maintenance. Parks are still seeking exact quotes. The committee votes to change the previous allowance based on new information. Note this is still a #1 priority for Parks.

- ii. *Motion to vote to approve capital expense not to exceed \$100,000–*
 - 1. *David, 2nd – Jeff*
 - 2. *Vote: Unanimous - Approved.*
- b. Shed Repair
 - i. Discussion - No vote taken, but wanted to reiterate this is a #1 Priority for Parks.
- c. Pavilion
 - i. Discussion - Reviewed information with parks. Work is still needed to finalize exact scope prior to bid. Estimated budget for the project is \$80,000 based on construction, landscape, and outfitting. Note this is a #3 priority for Parks.
 - ii. *Motion to vote to approve capital expense –*
 - 1. *Jeff, 2nd – David*
 - 2. *Vote: Unanimous - Approve.*
- d. Paving - Sinkholes and Repair basketball court
 - i. Discussion - Specific items have been separated out from paving scope for rest of town requests. This includes (1) crack repair on walking track and basketball court (budget \$4,000), and (2) repair of sinkhole in parking lot (budget \$6,000). Previously other submitted line items for paving have been removed from scope of capital expense. Note this is a #2 priority for Parks.
 - ii. *Motion to vote to approve capital expense –*
 - 1. *David, 2nd – Jeff*
 - 2. *Vote: Unanimous - Approve.*

7. Review of Capital Requests by the Dunstable Board of Health

- a. None at this time.

8. Review of Capital Requests by the Dunstable Cemetery Commission

- a. None at this time.

9. Other business

- a. No other meetings at this time to schedule.

10. Adjourn

Based on a motion made by Jeff Rosen and seconded by David Greenwood, the meeting adjourned at 9:02 a.m.