CAPITAL IMPROVEMENTS PLANNING COMMITTEE

Thursday, November 16, 2023   **Meeting**   **Draft Minutes**

Committee Members Attending: James Hartnett, Town Administrator; Muriel Kokoszka, Finance Representative; Susan Brayton, Treasurer; Melissa Pacheco, School Committee; Theodora Gabriel, Assessors; Nicole Pearsall, Town Accountant.

Absent: Richard Brewer, Chairman, Board of Selectmen; Cindy Brown, Finance Comm.

Handouts: Highway Dept Request, Police Department Request, Cemetery Department Request and Westport Community Schools Request

Meeting called to order at 3:05 PM by James Hartnett

Next Meeting Dec 14, 2023 at 3 PM

Presentation of FY2025 Capital Requests:

Cemetery Department. Jim Hartnett
>   **Pickup Truck** $50,000.
>> Current truck is a 2004 and rusting with costly repairs. Life expectancy is 15-20 years.
>   **Cemetery Expansion** - $400,000.
>> Pare Engineering is currently designing northerly plots for expansion of Beech Grove Cemetery. Should be ready to go out to bid for construction in FY 25.

Police Dept- Jim Hartnett
>   **Police Cruisers (3) -** $226,190.25
>> Three cruisers are needed with radios and additional required equipment. Cost is $75,396.75 per cruiser.

Highway Department – Jim Hartnett – Chris Gonsalves unavailable due to paving
>   Submitted current list of trucks with age, mileage, and cost of repairs (10 years)
>   **Pickup Truck with plow** - $74,000
>   **Dump Truck** - $88,000
>   **Tilt Trailer** - $21,500

School Department – Tom Aubin and Michelle Rapoza
>   Reviewed all the building with the new Maintenance Director
>   Submitted attached list for FY 25 for Safety and Security, Utilities, School Building Upgrades, Transportation, and District Expansion.

Other Topics –

Finance Committee is requesting a Five Year Capital Plan for all departments and buildings

Minutes: November 2, 2023. Motion to approve the minutes by T. Gabriel and seconded by S. Brayton All in favor.

Motion to Adjourn: 3:55 PM by N. Pearsall and seconded by T. Gabriel Voted all in favor.

Submitted by: Susan Brayton