

CAPITAL IMPROVEMENTS  
MEETING MINUTES  
JANUARY 29, 2009

Meeting Called to order at 6:38 pm

Present: Diane Lanney, CIPC Chair, William “Bill” Murray, CIPC Vice Chair, Kevin Motta, Sue Motta, Greg Cravedi, Caleb Langer, Karen Chick, Ex-Officio, Town Accountant, Walter Ducharme, member of Facilities Planning Sub-Committee

Resident: Dennis O’Donnell, Emergency Planning Co-Coordinator

Motion: Kevin Motta,                      Second: Sue Motta  
Meeting minutes of December 2, 2008 were approved with one grammatical change.  
5 in Favor, 1 Abstain (Bill Murray was not present at the December meeting)

Email of January 21, 2009. Vehicle and Equipment list was found by Diane Lanney and copies were sent via email to CIPC committee and Department heads for review and updates.

Email from Kristie Casey, she was not available for the meeting. Kristie Casey had indicated thru email that she was in favor of proceeding forward with the 10 Gardner Road property. The committee acknowledged the email, but also agreed that members need to be present to have voting privileges.

**Facilities Plan** – CIPC Property Opportunities hand out (available upon request)  
8 Properties are listed in an Excel table format with frontage, acreage, building square footage, water, heat, septic etc...

**Zoning Map** was distributed (available upon request) The map was an aerial view of the center of Hubbardston, light gray indicating commercial zone, dark gray the town center.

**Field Cards** were distributed for the Tremblay property (available upon request)

Diane Lanney reported she has had a direct conversation with Mr. Danny Beauvais regarding his property at 10 Gardner Road, Hubbardston. Mr. Beauvais confirmed his interest in the town entering into a lease with option to purchase at a later date.

Further issues were the exit costs associated with leaving Breezy Hill. The cost to move from one location to another? Greg Cravedi asked about the parameters of a 12-month lease. At the end of the 12 mos. if no further progress has been made to purchase CIPC needs to consider the ramifications of being out of the property. CIPC agreed that their recommendation would be to the BOS that another lease be negotiated until such time a purchase could be entered into.

**Motion by Bill Murray:                      Second: Greg Cravedi**  
That the CIPC committee recommend to the BOS to enter into a lease with Mr. Danny Beauvais, owner of 10 Gardner Road, Hubbardston. Vote: Unanimously in Favor

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Diane Lanney as the Chair of CIPC will attend the BOS meeting on February 2, 2009 to present the recommendation. All members are welcome to attend, however this is not posted meeting for CIPC and no further voting will take place by the committee.

**Form C's** were reviewed from each department, see list below.

<b>Department</b>	<b>Project Title</b>	<b>Cost</b>	<b>Alternative Avail. Funds</b>
BOS	Slade Bldg Renovations	\$125,000.00	Federal Stimulus thru Lt Gov office & Energy Audit Grant for Phase II
BOS	Telephone System	\$8,500.00	None – willing to investigate
BOS	Public Safety Communication	\$4,500.00	None – willing to investigate
Emergency Planning Comm.	Center School Generator Upgrade	\$70,000.00	Last request vetoed by the Governor for funding
Police	Police Cruiser	\$28,736.00	No Grant monies avail. For line item/operating costs
Police	SUV Purchase	\$29,716.00	No Grant monies avail. For line item/operating costs
Highway	2009 F-450 Truck	\$65,000.00	None Available
Highway	2009 Dump Truck	\$128,000.00	Chapter 90 money can be used/ but not recommended
Town Clerk	Voting Machine	\$6,000.00-8,000.00	
Parks Commission	Tractor	\$27,075.00	
Highway	Back Up Generator for Highway	Up to \$15,000.00	Chapter 90 Funds
Computer Committee	Computer Upgrades	\$14,475.00	Looked for other monies, none seem available

Diane Lanney distributed a 10-year plan for the Center School from Clare Barnes. (avail. Upon request)

Dennis O'Donnell presented information regarding the Center School Upgraded Generator. Mr. O'Donnell explained that the generator would also back-up the generator at the Slade Building.

Bill Murray requested that Homeland Security Funds be investigated as another funding source. Dennis O'Donnell agreed to do so, however after further discussion it was agreed that those funds were for Public Safety, having the generator primarily for the school would likely not qualify.

Dennis O'Donnell discussed the options of a portable generator which could be moved to other facilities giving the equipment added flexibility. Diane Lanney at this time offered

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her husbands expertise as an electrician to consult (free of charge) with Dennis O'Donnell and Lyn Gauthier on purchases of generators. The offer was much appreciated and Dennis indicated he would use her husband's services.

At this time all the Form C's were presented and Diane Lanney asked for discussion about any submission.

Discussion ensued regarding the police vehicles. The CIPC plan is to recommend all capital be outside of the "levy". Diane Lanney reported that Chief Perron has some reservations of moving both vehicles outside the levy. Concern was expressed by Caleb Langer and Karen Chick regarding both vehicles outside the levy, especially in light of the fact that there is a possibility that the Town would fund the purchase(s) if it was not approved by the voters, thereby undermining the need and the goals of the CIPC. Senior members Diane Lanney, Bill Murray and Greg Cravedi referred to the CIPC policy and feel just as strongly the policy was developed for all departments and therefore will recommend the purchase be outside the levy thru debt exclusion, capital outlay or part of an override.

**Facilities Upgrade:** A letter was reviewed from the Cronholm property owners. This letter was drafted to the BOS and forwarded to the CIPC. The Cronholms are interested in selling their property between Route 68 and Asnacomet Pond (approx 81 acres) A sale price of \$700,000.00 and no back taxes associated with Chapter 61 laws was offered. CIPC discussed briefly the potential of the land for a wastewater treatment facility, an additional water source for the center of town.

Motion: Bill Murray

Second: Sue Motta

Motion for Diane Lanney to add the Cronholm property to the 10-year plan with a purchase price of \$350,000.00, not the \$700,000.00 indicated by the letter. The land will be listed as a "potential option for the town"

All in Favor

Next Meeting: February 5, 2009 at 6:30 to talk with the Department Heads regarding the Form C's. Diane Lanney will invite all the departments to be present, including those who do not have specific requests at this time.

Motion Bill Murray

Second: Sue Motta

To Adjourn @ 8:27pm All in Favor

Respectfully Submitted,  
Karen Chick