

Town of Chelmsford
Capital Planning Committee
Virtual Regular Meeting
MINUTES
December 3, 2020

Attending: Town Treasurer John Sousa
Chris Lavallee, Citizen Representative
Darlene Lussier, Town Accountant
Jeff Doherty, School Committee
Jill Kenney, Library Trustee

Not Present: Mike Curran, Citizen Representative
Ameena Langford, Finance Committee

Others Present: Paul Cohen, Town Manager
Virginia Crocker-Timmins, Board of Selectmen Liaison

Please note that all documents referenced in these minutes are on file at the Town Manager's Office, 50 Billerica Rd., Chelmsford, Mass. This meeting was televised by Chelmsford Telemedia.

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Town's website, at www.chelmsfordma.gov For this meeting, members of the public who wish to watch the meeting may do so by accessing the Chelmsford Telemedia website www.chelmsfordtv.org No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Town's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

Call to Order

This meeting was called to order at 7:02PM by Mr. Sousa.

Reports/ Hearings

Police Department

Police Chief James Spinney explained his department's request to replace an electronic speed radar sign & trailer, and a variable messaging board and trailer. The existing equipment is 15 years old, is reaching the end of its useful life, and is used frequently. The new equipment is compatible with internet capabilities, and will provide much more data to the department. They are also requesting two stand-alone

speed advisory units, which are pole mounted. The existing unit is 20 years old, and parts are becoming hard to find.

These requests would help the department fulfill multiple requests for data requested by other Town officials and the public.

Fire Department

Fire Chief Ryan and Deputy Chief Donahue were present for this discussion.

The department would like to replace their mechanic's truck. This was approved last year, but cut due to COVID budget cuts. The existing truck is now 19 years old, and is used in daily operations. The new truck will include a lift gate. The existing truck will still be used as a plowing vehicle.

A second project is to replace two other department vehicles. One of the replacement vehicles will be a hybrid vehicle.

A third project is to replace a vehicle lift at their facility at 54 Richardson Rd. The existing lift is very corroded and worn out, and parts are no longer manufactured. It is maintained, but it is very difficult. Additional work will be needed to install hydraulic lines in the floor for the new lift.

Council on Aging

Senior Center Director Deb Siriani explained they would like to acquire a replacement vehicle to service clientele at the Senior Center. The existing vehicle is used to bring people to appointments and other essential services, and deliver Meals on Wheels. The existing vehicle is 18 years old.

A second project is re-paving and repairing the parking lot at the Senior Center. They have had complaints and falls due to the condition of the existing lot. They have been re-patching the lot to the best of their ability, but it is no longer safe. Walkers are caught on the cracks, and wheel chairs cannot navigate the lot properly or easily. Parking spaces will also be re-configured in order to hold more vehicles, so people do not have to park across the street.

Department of Public Works

DPW Director Gary Persichetti and Assistant Director Steve Jahnle were present for this topic.

The first request is for sidewalk construction in various areas of the town. Existing sidewalks are in poor condition and are not ADA compliant. They would also like to add to the brick sidewalks in the center of Town.

A second request is for multiple road improvements, and will supplement their Chapter 90 funding. Some funding will be used for consultant and design work to supplement various Mass DOT projects on roads in Town. Work will include line striping and crack filling and other maintenance work.

A third request is to replace a 2010 Chevy Silverado with a plow. The existing vehicle is worn out.

Another request is for the replacement of a sidewalk machine. The current machine is from 1998. The machine no longer drives straight. It has multiple implements like a plow, mower, and blowing equipment to help maintain trails and small places around town.

A fifth request is to replace a Parks Division truck. The existing truck would be transferred to the Sewer Department, and their truck would be disposed of, as it will no longer pass inspection due to extensive rot. The new truck would include a steel box that would be used to help with leaf removal.

A revised cost sheet will be sent to Committee members

Discussion/ Questions

There were no questions at this time.

Presentation of Minutes: December 5, 2019

Motion: by Mr. Doherty to approve the Meeting Minutes of December 5, 2019, as presented.
Seconded by Mr. Lavallee.

Roll Call Vote:

Mr. Lavallee: Aye

Mr. Doherty: Aye

Ms. Kenney: Aye

Mr. Sousa: Aye

Motion carries, unanimous, 4-0.

Public Comments:

No one came forward at this time.

Future hearings were listed for the remaining meetings. School Superintendent Dr. Lang provided a written report to the Committee regarding his department's requests.

Mr. Lavallee asked Mrs. Siriani about how the Senior Center parking lot could be expanded. Mr. Persichetti advised that he was reviewing options with a consultant. Improvements for the entire lot were summarized, including the areas behind the building. Additional lighting will be installed on the outer edges of the lot, ADA spaces will be moved closer to the building, and some signs will be removed. New granite curbing is also planned. All these costs for the lot are included in the project cost.

Adjournment:

Motion: by Mr. Lavallee to adjourn the meeting at 7:35PM. Seconded by Ms. Kenney. **Motion carries, unanimous.**

Respectfully Submitted,
Vivian W. Merrill,
Recording Secretary

List of Reference Documents:

- Draft Minutes
- Supporting documents for the Capital Improvement Request Budget.

Next Meeting Date: December 10, 2020