



TOWN OF UPTON, MASSACHUSETTS

Capital Budget Committee Capital Budget Committee Meeting Minutes

Date: February 11, 2021

Location: Virtual – GoToMeeting Online

A: Call to Order

Having a quorum, Dan Lazarz called the meeting to order at 7:31 pm.

B: In Attendance

Capital Budget Committee Members:

- Justin Pollard
- Dan Lazarz
- Rick McGuire
- Tom Davidson
- Dave O'Brien
- Krystyn Moen

DPW Feasibility Committee Members

- Dan Lazarz
- Rick McGuire
- Dave O'Brien
- Jonathan Moen
-

Guests

- Derek Brindisi
- Lyn Haggerty
- Jim Brochu

C: Discussion

- Dan reviewed the Agenda for this evening. The DPW Feasibility Committee will also open its meeting since a quorum is present.

- The Meeting Minutes for January 9, 2020 were brought forward and approved by a roll call vote – Unanimous approval.
- Lyn Haggerty discussed a citizen’s petition for adding a ramp to the Risteen Building (Library building) that was submitted to the BOS for review as an ATM warrant article. This is an initial review of the petition. We will hold a follow-up review and discussion (as needed or necessary) before voting on the proposal.
 - The cost of the ramp and installation is estimated to be \$45K
 - Jim Brochu made the point that the new community center would address accessibility issues when it is finished in two or three years.
 - Tom Davidson made the point that this current library building has been in violation of the disabilities law for decades.
 - Another question centered around whether this ramp was reusable. Lyn responded that it is a metal ramp which can be relocated.

Rick McGuire called the DPW feasibility meeting together at 7:31 PM since we had a quorum of 4 committee members in attendance.

Rick delivered a DPW feasibility status review and recommendation presentation which summarized the October 6, 2020 BOS meeting with Jeff Alberti of Weston and Sampson in attendance. His presentation will be placed on the website under the Capital Budget Committee and DPW Feasibility Committee meeting minute folders. The DPW Feasibility Report (December 12, 2020) from Weston and Sampson was also made available to all committee members.

- Tom Davidson advised the committee that we will need to come to the planning board to discuss the setbacks. Currently, setbacks are 200 ft; this will be reduced for this building project.
- Dan Lazarz re-emphasized that the DPW Feasibility Committee should pursue independent cost estimates for the conceptual cost phase and schematic phase.
- Jim Brochu asked if we will need to relocate equipment or personnel during this construction project. The current phased implementation approach will not require relocating personnel or equipment off-site.

Jim Brochu presented the Community Center project to the Capital budget Committee. In summary, the new community center site plan calls for a single floor building and a new, relocated recreation area. The new facility is estimated to cost approximately \$12.5 million which includes \$500K in relocating the recreation area. Both pieces of the project will deliver accessible access and use.

- Tom Davidson advised Jim Brochu to present the Community Center plan to the planning committee; he also advised that the ball fields and their parking lot would need to be made accessible.
- Rick McGuire recalled that the visioning committee recommended retail buildings on the first floor with residential occupancy on the second and third

- floor in a three-story format for this downtown area. This vision was presented in an earlier annual town meeting to justify the downtown rezoning effort. The building committee will need to refine their messages and rationalize the direction change before the next town hall meeting.
- Dan strongly suggested that a two-story community center will be more energy efficient; moreover, a green building would be a prime candidate for state and federal grants.

Rick McGuire, chair of the DPW Feasibility meeting adjourned the DPW Feasibility Committee meeting at 8:27 PM. A roll call vote adjourned the meeting with a unanimous favorable action.

Dan reviewed the 10-year Capital Improvement Plan (CIP) project drivers. We will continue this discussion in our follow-up meetings in order to build the 10-year CIP calendar.

The Capital Budget Chair then set up a sub-committee to finalize the Capital planning workshop agenda and meeting materials. Dan, Krystyn Moen, and a third volunteer will work on this sub-committee to prepare for the Capital Planning Workshop with the department heads and the town manager. Further dates and times will be announced over the next few weeks.

D: Committee Actions and Action Items

Motions recorded:

1. Dan Lazarz to schedule a Capital budget workshop in the next few weeks.
2. Dave O'Brien made a motion to adjourn the meeting, and it was seconded by Rick McGuire. Motion passed unanimously on a roll call vote.

G: Meeting Adjourned

The meeting was adjourned at 8:55PM.

Respectfully submitted,

Rick McGuire
Dave O'Brien