



TOWN OF LINCOLN

LINCOLN TOWN OFFICES
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781/259-2603

Capital Planning Committee

Capital Planning Committee Meeting Minutes

Wednesday January 4, 2023, 7:00 pm

*Virtual Meeting Pursuant to Governor Baker's March 12, 2020
Order Suspending Certain Provisions of the Open Meeting Law*

Present: Audrey Kalmus, Jacquelin Apsler, Chris Burns, Debra Daugherty, Adam Hogue, Jim Hutchinson (Select liaison), Norman Levey, Richard Selden

Non-Voting Members: Dan Pereira (Asst. Town Administrator), Rich Rosenbaum (FinCom liaison)

Guests: Brian Young, Fire Department

Meeting called to order at 7:06 PM.

Fire Department New Request

Chief Young updated the committee on the progress of the ladder truck repairs. Due to issues learned during the vehicle teardown and escalating costs due to delays in starting the repairs, the cost of the repairs increased \$129,000. By eliminating some non-essential repairs and using contingency funds Chief Young reduced the overage to \$22,000. This would be used for repair of the "all-steer" system. Since this repair would not begin for some time, he is requesting \$30,000 to include some contingency funds.

Library New Request

The library is requesting an additional \$5600 to cover 40 hours of support from the town's facility manager, Brandon Kelly. Because being a member of the Minuteman Library Network requires that at least 15% of the annual operating budget be applied to obtaining new circulation materials the request has been formulated as a capital request. The committee discussed that this is a one-time capital request and cannot be repeated.

Discussion of budget requests

Ms. Kalmus presented an initial proposed set of funding to start the discussion. Individual requests were discussed and categorized as Disapproved, Approved Cash Capital Items, Approved Maintenance Items, or Preferred Funding.

After discussions concluded with an updated list of funding requests, Ms. Daugherty moved to accept the recommendation as updated and Ms. Apsler seconded. The motion was approved unanimously.

ARPA discussion

Mr. Pereira reviewed the American Rescue Plan Act (ARPA) requests. Mr. Hutchinson suggested the committee rank order the requests that merited funding. The committee decided to order the four requests as follows:

1. Security cameras for the Lincoln Public Schools noting that this could be partially funded with the remaining cameras funded in the future with a preference for full funding
2. Lincoln Conservation's request for funds for trail improvements
3. Funds for "Zoom room" equipment noting that the committee has outstanding questions about this request
4. Funds for the Bicycling and Pedestrian study noting that the Capital Planning Committee has already approved partial funding for this request and the request to the ARPA committee is for the balance of the requested funds

Ms. Daugherty moved to present this list to the ARPA committee and Ms. Apsler seconded. The motion was approved unanimously.

Updates

Ms. Kalmus had updates on items discussed earlier but proposed meeting the following week to discuss these items as well as requests from Lincoln Sudbury Regional High School.

Approval of minutes and meeting adjournment

The review of the December 14, 2022 minutes was deferred to the next meeting.

Motion to adjourn by Mr. Hutchinson, seconded by Ms. Apsler. Passed unanimously.

Meeting adjourned at 9:58 PM.

Minutes submitted by Richard Rosenbaum.