

Capital Planning Committee

Meeting Minutes – 2/13/23

Committee Attendees: Steph Metz, Alex Aiken, Dan Healy, John Skypeck, Ira Smolowitz

Absent: None

Guests: Lyn Simmons, Sean Van Deusen, Dave Marinelli

Meeting called to order at 7:04 by Stephen Metz. The meeting was conducted by video.

The minutes of January 24 meeting were accepted as corrected.

The meeting agenda was review and approval of the FY 2024 Longmeadow capital budget. Most of the budget request had been reviewed at the last meeting. The discussion tonight centered on two proposals:

1. Request for \$100,000 to fund Administrative Services and Project Development under the heading of “Facilities, other”.

It was pointed out that administrative services are more properly categorized as operation expense, and not as capital items. The committee did agree that preliminary project development is an integral component of project acquisition, and approved an increase to \$100,000 of the general category of Project Acquisition.

2. Upgrade of elementary school playground facilities to meet ADA standards.

Discussion of this request occupied the majority of the meeting. The current estimated cost of the project is \$1.9 million. Community Preservation Committee has approved \$555,000 as part of the Project funding. Capital Planning has been asked to approve the same amount, which would leave about \$800,000 unfunded. There was an extended discussion of possible sources of potential sources to address this. The town manager and head, Department of Public Works informed the committee that addressing the project by dividing it into three stages, addressing one school per year, would increase the cost and incur the risk of charges of ADA non-compliance. The Town Manager informed the committee that grants are available for funding of playground upgrades, and she plans to submit applications once the project is approved. Should this not be successful, there are funds for other town projects proposed but not begun (including ARPA funds) which will provide sufficient complementary funds. There was also a commitment from the Head, Department of Public Works, to monitor and provide temporary patches to sidewalks and roads via funds available to him.

With these assurances, the committee voted unanimously to recommend the town’s request as modified. (Appendix A). The total capital budget recommendation will be \$2,315,000, which is funded from the Capital fund combined with funds approved but not spent for FY 2023.

The meeting was adjourned at 7:40 pm. The date for the next meeting is to be determined.

Respectfully submitted

Stephen A. Metz, MD