

CAPITAL PLANNING COMMITTEE
March 3, 2020
Minutes

Members Present:

John Blackburn, Town Council Representative
Ellen Hundt, Town Clerk
Ed Clapp, Town Marshall
Steve Meyers, Fire Department Representative
Steve Caughlin, At Large Representative

Members Absent:

Paula Tillman, Park Board Representative

The regular meeting of the Capital Planning Committee was called to order at 7:00 PM on March 3, 2020 in the town Administration Building by Clerk Treasurer Hundt.

The committee elected John Blackburn the Chairman of the committee. Chairman introduced and welcome new At Large Representative, Steve Caughlin.

TITLE VI SURVEY

It was stated that the Title VI Survey is available.

APPROVAL OF THE MINUTES

The minutes of the previous meeting held on October 1, 2019 were unanimously approved.

COMMITTEE CHARGE

Chairman reminded the committee of the charge of the committee. The Capital Planning Advisory Committee shall meet on an as-needed basis to review and set priorities for expenditure of available capital funds, to prepare a 5-year capital plan for the Town of Beverly Shores, and to report its recommendations to the Town Council for its consideration in the preparation of the town's annual budget. The Committee shall elect a Chairperson annually.

OLD BUSINESS

Committee reviewed status of projects that were recommended to the Town Council at October 2019 Town Council Meeting:

1. Replace Furnace in the Administration Building (completed);
2. Replace Septic System at the Community House;
3. Replace Furnaces in the Firehouse;
4. Repair the Roof in the Warming Hut;
5. Repair/Replace Electrical Outlets as needed in All Town Buildings

NEW BUSINESS

Chairman asked various members about capital expenditures that might be needed in the areas they represent. The fire department mentioned the need for a replacement truck at an estimated cost of \$500,000; and a boat and trailer for beach rescue. The police department mentioned the need for a new police vehicle and in-vehicle computer systems for all police vehicles. Also, the Marshall discussed the merits of having Town issued firearms for his officers versus the officers using their own firearms. Discussion followed.

The role of the committee in revenue generation ideas was discussed.

The meeting was adjourned at approximately 7:55 PM

Minutes are respectfully submitted to the Town Council.

APPROVED:

John Blackburn, Committee Chair

CAPITAL PLANNING COMMITTEE
August 4, 2020
Minutes

Members Present:

John Blackburn, Chairman - Town Council Representative
Steve Caughlin, At Large Representative
Ed Clapp, Town Marshall
Ellen Hundt, Town Clerk
Joe Kapacinskaskas, Plan Commission Representative
Steve Meyers, Fire Department Representative
Paula Tillman, Park Board Representative

The regular meeting of the Capital Planning Committee was called to order at 7:00 PM on August 4, 2020 by John Blackburn, Chairman. The meeting was conducted virtually using Microsoft Teams.

Chairman introduced and welcome new Plan Commission Representative, Joe Kapacinskaskas.

TITLE VI SURVEY

It was stated that the Title VI Survey is available.

APPROVAL OF THE MINUTES

The minutes of the previous meeting held on March 3, 2020 were unanimously approved.

OLD BUSINESS

Committee reviewed status of previously recommended projects that were placed on hold and recommended that the Town Council consider the following projects:

1. Repair/Replace septic system at the Community House (approximately, \$4,500)
2. Replace Furnaces in the Firehouse (approximately, \$12,000);
3. Repair/Replace Electrical Outlets as needed in All Town Buildings (approximately, \$10,000)
4. Install sump pump at Administration Building
5. Reimburse Volunteer Fire Department for materials used for the repairs to the men's and women's bathrooms at firehouse (approximately, \$2,500)

Items to be considered for the 2021-2025 Capital Budget:

- Replacement of firetruck (approximately, \$500,000)

- Boat and Trailer for beach rescue
- In-vehicle computer systems for all police vehicles

Marshall informed the committee that PAL funded the issuance of Town owned firearms versus the officers using their own firearms.

New Business:

none

The meeting was adjourned at approximately 7:45 PM

Minutes are respectfully submitted to the Town Council.

APPROVED:

John Blackburn, Committee Chair