

CAPITAL PLANNING COMMITTEE
Meeting Minutes Nov 1, 2023
Scituate Town Hall - Select Board Hearing Room

I. Committee Attendees, Richard Taft, Michael Gibson, Tom O'Grady, Maura Curran, Chris Carchia

A) Invitees Nancy Holt (Town Accountant); Jim Boudreau, Town Administrator

II. Call to Order

III. Approval of Agenda

IV. New Business

A) DPW Engineering – Kevin Cafferty, Sean McCarthy, Mike Breen

i May be considering a rate increase for transfer station.

ii Entrance Gate Key Card & Access - \$150,000

a Additional costs have increased over the past few years by new regulations, such as mattress disposal and trash disposal fees. Sewage grit has had more regulatory compliance.

iii Engineering Requests – Sean McCarthy – Total Expense \$8M, part has been completed.

a Oceanside Seawall Phase 1-4, current grant has been approved for 5.9M. Pick up at Kent Street and continue to head south for 1300 feet. Final permitting has not been completed which is holding up start of the project. As the progress is delayed, new requirements are being added to the project technical specifications, such as monitoring for water quality. Intent for easements has been accepted but can't be executed until the project starts.

iv Foreshore Protection, yearly maintenance allocation, \$200,000

a Covers instances when small portions of a seawall need repair and allows the department to execute in a timely fashion.

v Highway – Mike Breen

a General roadways, culverts, drainage - \$300K. – No specific projects have been identified.

b Review of requested items that were not recommended by Town Administrator.

c In the last budget cycle, surplus auctions of vehicles resulted in about \$80K of funds raised.

vi Public Grounds

a Sidewalk snow machine \$202K, estimated increased about 5% over from purchase of similar machine in previous budget cycle.

b Ride on mower, electric. \$38K, – more expensive than gas powered, more than double. No estimate on replacement battery costs. Low noise is an advantage when working around occupied spaces. It may qualify for a Mass Save Grant. Machines are heavier than gas machines. Expect 10 yr life span on battery. Engine and battery life span is about the same.

c Replace Truck \$82K, 2007 Chevy Dumptruck – Reviewed photos and need for new truck.

d New Bucket Truck - \$540,000 – This is a purpose-built truck for tree removal. The current bucket truck was not purpose built for tree removal. Possible to mitigate some external contract tree removal expense. Yearly expenses are 80-100K per year. It is expected that a bucket truck would reduce or eliminate these expenses while allowing the town the ability to clear more areas that have become overgrown. External training is anticipated for employees.

e Turbovac Leaf Blower \$31K. – Replacing a 20-year-old machine that is not working correctly. The machine makes leaf removal more efficient. Scituate employees take a lot of pride in maintaining public grounds.

- vii Turn backs from DPW operating budget in 2024 was about 8% of total operating budget.
Due mainly to the high employee vacancy rate. It has been difficult to find employees.
Over the years, the town had been able to keep people for a long time that has helped
create a pipeline of good employees for future advancement.

V. Old Business/Other Business

- A) Review of prior departmental submissions
- B) Review of upcoming meeting agenda

VI. Approval of minutes

- A) Motion to approve, 4-0.

VII. Adjournment 4-0.