

Town of Mansfield

6 Park Row, Mansfield, Massachusetts 02048

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Capital Improvements Program Committee

2023 OCT 13 AM 10:29

Meeting Minutes 4.13.2023

Present: Mr. Scott Feely, Chair, Ms. Sharon Friedman, Ms. Lauren Scher, Ms. Jen Walsh, Mr. Frank DelVecchio and Mr. Michael Trowbridge

Not Present: Mr. Joseph Cerretani, Mr. Evan Epstein and Ms. Kiera O'Neil

Guests: Mr. Barry LaCasse, Assistant Town Manager/Finance Director, Ms. Sarah Raposa, Director of Planning & Development, Deputy Police Chief Ellsworth, Lt. Frank Archer, Ms. Sacha Zlatkova, MIS Director, Mr. Josh Reinke, DPW Director, Mr. Andy Littig, Highway Operations Manager, Mr. Ahern Public Building Operations Manager, Mr. Shawn Precourt – Water Operations Manager, Mr. Edward Donoghue, Assistant Superintendent and Teresa Murphy with Mansfield Public Schools.

Minutes: Sharon Varricchione

Open Meeting: Chairman Feely called the meeting to order at 6:02PM.

1. Discussion of Town Capital Improvements Plan for FY 24:

Mr. LaCasse explained that all the documents can be found in the binder and electronically on the Town's website. The first part is the summary sheet for all the years and then each fiscal year thereafter. FY24 had a summary sheet followed by all the CIP requests also known as "Green Sheets". This is day one, day two will be on April 27th with Airport and MMED. Day three if needed will be May 4th. Mr. LaCasse then stated we would start the Green Sheet order review.

a. MIS:

- **\$110,000: Expansion of Town's Hyperconverged Environment:** Ms. Zlatkova stated that the Town's server and storage and computing is running at mid capacity and we cannot wait anymore to purchase more. We need to finance this now as we don't want to wait until we run out of space.
- **\$26,000: End-user Device Upgrade – Phase 1:** Ms. Zlatkova stated that the Town will need to upgrade to Windows 11 which requires new hardware as the support for Windows 10 will end in October 14, 2025. They have to work in phases.
- **\$88,000: End-user Device Upgrade – Phase 1:** Ms. Zlatkova spoke about how this phase requires a total upgrade of the Town's computers for 80% of the users.

b. DPW Engineering

- **\$90,000: Stormwater Permitting Requirements:** Mr. Reinke stated that this is part of a fifth year of a nine-year state mandated program to assess the Town's water infrastructure. There have been no issues or problems. Ms. Friedman asked if this was an operating cost and should it be in an operating budget and they are ongoing charges that need to be dealt with every year. Mr. LaCasse stated it has an end date and belongs in CIP.

c. DPW Highway

- **\$15,066: Brake Lathe:** Mr. Littig stated that this is an important piece of equipment which will be a new addition to our repair shop. This will reduce the repair time greatly instead of sending the

repairs out. Our payback will be pretty fast and said it will save on time and won't be more in labor vs going to a dealership. Mr. Feely mentioned that the machine does the work. Mr. Trowbridge mentioned that we take care of the other Town Vehicles. Mr. Littig said they take care of around 150 vehicles and sometimes MMED cars.

- **\$23,400: Sidewalk Snowblower:** Mr. Littig told the CIP committee that they have two Pronovost P682 Sidewalk Snowblowers but would like a new one so if one were to break down that they could take it back to repair and use the backup to continue to clear the sidewalk and perform this vital work.
- **\$132,000: Tracked Loader:** Mr. Littig stated they have a 1997 Bob Cat which has been refurbished and the schools are using it but this is not something that we can put on our fields. Ms. Friedman asked how wide it was, Mr. Littig replied about Five foot wide. It's a diverse machine and can also be used on the sidewalks and parking lots if needed. He stated it comes with a snow pusher. Mr. Friedman asked if they could get an attachment to be able to clear trails like a bushwhacker and if we can do that it may be more efficient. Mr. Littig stated that he would look into it. The committee agreed it would be worth it to spend more in order to make the machine what we need it to be. Mr. Reinke did mention that they have been working with conservation in regards to when they use equipment to remove trees and shrubs, they do ask if there's any work that conservation might need to so they are more efficient with the equipment and the cost.

d. DPW Public Buildings

- **\$85,000: Town Hall – Exterior & Interior Improvements:** Mr. Ahern stated this was to replace the main entrance door front as it has deteriorated due to outside conditions and salt over the last 25 years. Ms. Friedman asked what kind of doors would be used and Mr. Ahern said the same ones with a different color and would also be handicap assessable. The doors will be set up for security swipes when the time comes in the future. He then stated the doors internally were ok and did not need to be replaced and the doors at the center steps are also ok.
- **\$8,000: Town Hall – Repair Outside Stairs:** Mr. Ahern stated the front railing is ready to fall off and needs to be replaced. Mr. Trowbridge said to Mr. Ahern to add this to the request above and then share with Mr. LaCasse so we can vote on this at the next meeting.
- **\$100,000: Town-wide HVAC Upgrades (Phase 1):** Mr. Ahern stated this is to have a fund to replace the aging HVAC systems. This way we can replace stuff as needed in all the buildings. Ms. Friedman asked if this could be an enterprise fund vs CIP? Mr. Ahern said we should try it this way first and then decide if we need to change it. Ms. Scher said we should try it this way for now and see if we need to adjust things in the future regarding future needs.

e. Police

- **\$76,000: Line Cruiser Replacement – Patrol Unit M15 K9:** D.C. Ellsworth stated they need to replace the current M15 2018 Ford Interceptor Utility PPV AWD vehicle unit in order to minimize mechanical failure and out of service time which could impact police service times. This new vehicle will also be modified to have a kennel and safety equipment such as fans and a heat alarm.
- **\$70,000: Line Cruiser Replacement – Patrol Unit M12:** D.C. Ellsworth stated the M12 2018 Ford Police Explorer PPV SUV vehicle needs to be replaced due to high mileage.

Mr. Feely asked if the electronic Police equipment could be transferred over to the new vehicle and

Lt. Archer said only if the equipment is under three years old. He then mentioned that they would likely purchase a Chevy Tahoe which is larger than the Explorer. Mr. DeIvecchio asked about the other SUVs that were out there. Lt. Archer said the Dodge Durango is an alternative but is very hard to get, you need to order way in advance and then there is the Ford Explorer. D.C. Ellsworth also added that they the he loves Fords but they have trouble to keeping them running due to many issues.

Ms. Friedman asked about Hybrid vehicles. D.C. Ellsworth responded that they buy vehicles that have certain equipment on them for heavy duty use so there is only so much they have available to them in the market. Hybrids would make more sense in the less purpose vehicles like for the Canine or Parking vehicles that are not cruisers.

- **\$70,000: Line Cruiser Replacement – Patrol Unit M11:** D.C. Ellsworth stated the current M11 2018 Ford Police Explorer SUV has high mileage and needs to be replaced by another SUV.
- **\$70,000: Line Cruiser Replacement – Patrol Unit M5:** D.C. Ellsworth stated the current M5 2018 Ford Police Explorer SUV has high mileage and needs to be replaced by another SUV.
- **\$70,000: Line Cruiser Replacement – Patrol Unit M4:** D.C. Ellsworth stated the current M4 2017 Dodge Charger has high mileage and needs to be replaced.
- **\$20,000: Police Mountain Bikes:** D.C. Ellsworth stated the Police Mountain Bikes are used for Xfinity Center Patrols and Patrols around Town. The bikes we have are up to 10 years old, they have a great deal of wear and tear due to use and some have cracked frames which could be dangerous for larger individuals using the bikes. They are looking to replace 10 now. Currently the waitlist is eight months out and it's hard to find them.

Ms. Friedman, D.C. Ellsworth and Lt. Archer discussed how the Police have roughly 15 cruisers and 14 mountain bikes currently. They discussed if it was reasonable to be replacing all of these vehicles and could they replace and rotate three to four at a time. Lt. Archer offered that he set up a rotating program where they buy them upright and then we rotate them in order to get 3-4 years out of them. D.C. Ellsworth mentioned they are not rotating them enough. Mr. Feely stated that when we hold onto vehicles too long they end up having more issues with the vehicles and Mr. Trowbridge agreed. Ms. Friedman asked in the future is there a way to be more efficient and conscientious and D.C. Ellsworth said that's what they are trying to do.

Mr. Trowbridge asked about the shape of the Patty Wagon and D.C. Ellsworth said that they have been refurbished and are in good shape. Ms. Scher pointed out that in the next few years things like vehicle admissions standards will change and to just keep on top of it. Like Ms. Friedman said, we need to be forward thinking regarding when we should be buying hybrid vehicles especially for 2025. Mr. Trowbridge added that Mansfield is a green community and D.C. Ellsworth offered that anything that does not need to be a Police car will be will most likely be a hybrid.

f. Schools

- **\$1,000,000: QMS Boiler replacement:** Mr. Donoghue stated we are in the design process and will be ready for the June meeting in order to go out to bid in the Fall and have pricing for the Town meeting.
- **\$150,000: Lighting upgrades:** Mr. Donoghue stated we have students that have disabilities and can't handle certain lights in in school so the lights need to be upgraded. Mr. Feely said we need our students to be able to see and hear in our school buildings. Mr. Trowbridge asked if there was a study done on this and Mr. Donoghue said no and that there is a ten-year payback.
- **\$225,000: Elevator upgrades:** Mr. Donoghue stated elevator upgrades are needed. The main issue is that the software is antiquated and currently in one elevator wheel chairs can't get down to the library. Ms. Friedman asked for the two elevators you are just doing the controller and software?

Mr. Donoghue stated that there may need to be more done on these later. Ms. Friedman said she just did an elevator and it was \$200 just for one elevator, so you got a good deal.

- **\$85,000: SPED Bus Replacement:** Mr. Donoghue stated they need to replace a 2011-2012 bus taking students to Walpole to certain programs.
- **\$2,300,000: Alumni Complex field:** Mr. Donoghue stated that he spoke with the Athletic Director Tim Selmon and the he said the field is roughly 11 years old and the track, the field and the lighting all needs to be replaced but the lighting post covid is too expensive and we can't do it right now. The score board is about 25 years old. This is a huge project there is a lot of activity and roughly 180 children in the track program. The track had been resurfaced however they are going to look at the different methods for the track as it's very worn. Ms. Friedman asked if this could be down in a phased approach where the lighting and the score board are done in one phase and the track and field could be done another phase. Superintendent Murphy mentioned that they will have a consultant come in to review the project and suggest materials which will help them with pricing. Mr. Trowbridge suggested to also reach out to the company that we used last time. Mr. Donoghue said there is a big leeway time and that they are trying to have this project done next summer, FY2024.

g. DPW Sewer

- **\$200,000: Sewer Collection System Improvements:** Mr. Reinke stated that the sewer system backs up over by the Red Roof Inn area and the Sewer system needs some improvements. The pipe underneath Rt 140 all the way to Copeland is apart of this project too. There's also homes along Rt. 106 heading towards Rt. 140 that require new piping to avoid sewer backups.

h. DPW Water

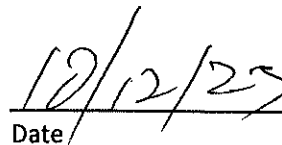
- **\$110,000: Water Meters and Radio Readers:** Mr. Precourt stated that this was supposed to be a seven-year program and this is year eight as it got pushed back due to costs. He also noted that the water meters and radio readers should be replaced every 15 years.
- **\$9,100,000: Dustin & Prescott Well Improvements and PFAS Treatment Infrastructure:** Mr. Precourt discussed the costs the Dustin & Prescott Well improvements and the new PFAS Treatment Infrastructure. Mr. Trowbridge asked if there was anything else that was needed after this. Mr. Precourt said there's another treatment on West Street scheduled for FY26.
- **\$250,000: Risk & Resiliency Improvements (Phase 1):**
Mr. Precourt stated this is for additional security on all our well sites including a camera system, weighted ladders and alarms. Phase 2 will be in FY2025 and will be the Cyber Security aspect of it. Ms. Scher asked if there were any Grant programs for this and Mr. Precourt said there was not.

Next Meeting Dates:

Thursday, April 27 at 6:00 p.m. (review MMED & Airport's FY24 CIP requests & vote entire CIP); and
Thursday, May 4 at 6:00 p.m. (if necessary, vote entire CIP).



Mr. Scott Feely, Chair



Date