

**Capital Improvements Committee Meeting  
Meeting Minutes  
Tuesday, September 26, 2023, at 4:00 pm  
Bellingham Municipal Center  
Arcand Meeting Room**

Capital Improvements Committee Members Present: R. Lavallee (Chairman), J. Collamati, M. Hennessy

Capital Improvements Committee Members Absent: J. Kuzmeskas, J. McCarthy

Meeting Commenced: R. Lavallee called the meeting to order at 4:00 pm

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Minutes from the April 11, 2023, meeting were tabled until the next meeting

J. Collamati made a motion to approve the minutes from the September 19, 2023, Capital Improvements Committee meeting, as submitted. Mr. Hennessy seconded. Approved 3/0.

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**Public Hearing:** Ms. Rivard was present at tonight's meeting to discuss a Historical Commission request that didn't end up being over \$50K and didn't need a recommendation from the Capital Improvements Committee. This item will be presented at an upcoming Finance Committee meeting.

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**Public Hearing:** School Superintendent, Peter Marano, and Director of Maintenance, Doug Houston were present to discuss the School Departments Capital Requests, as follows:

**BHS HVAC SYSTEM:**

Information was provided to the Committee regarding HVAC – VAV Upgrades for the High School, in the amount of \$90,400. This pricing includes both Phases 1 and 2 that were outlined in the proposal and information provided by Mr. Houston. The Honeywell HVAC System - Phase 1 VAV upgrade, Zone #2 will consist of 22 controllers and Phase 2 VAV upgrade, Zone #2 will consist of 26 controllers.

M. Hennessy made a motion to recommend the Bellingham High School HVAC system upgrade as described above. J. Collamati seconded. Recommended 3/0.

**STALLBROOK & DIPIETRO SCHOOL FOB SYSTEMS:**

A request to install 5 access door FOB systems at the Stallbrook Elementary School and 4 access door systems at the DiPietro Elementary School in the amount of \$111,470 was provided to the Committee for review. This is to prevent unauthorized visitors and restriction of certain employees from accessing areas through keycard access points.

J. Collamati made a motion to recommend the installation of the FOB systems at both Stallbrook and DiPietro Schools. M. Hennessy seconded. Recommended 3/0.

**GROUND MAINTENANCE EQUIPMENT**

Information regarding the purchase of 2 Ventrac tractors and 8' mowing decks, in the amount of \$99,999 was provided to the Committee for review. These tractors would be used for field grooming and would have many other capabilities with the attachments that could be purchased at a later date, for brush cutting, snow removal, etc. Committee members discussed the cost and efficiency of these machines, over the tractors that are currently in use. The School Department was requesting 2

machines in order to substantially reduce the amount of time needed to cut all the fields and properties that they currently maintain on Blackstone Street.

J. Collamati made a motion to recommend the purchase of 1 Ventrac tractor at this time, in order to see what the benefit of the equipment is before purchasing a second machine. M. Hennessy seconded. Recommended 3/0.

#### **14 PASSENGER ACTIVITY BUS**

The bus that was originally approved at the May Town Meeting has had an increase in the quote due to availability of the passenger bus and price increases that have been seen in vehicle sales. The Capital Request for \$31,998 is the funds needed in addition to the \$65,000 quote that was approved at the May Town Meeting.

M. Hennessy made a motion to recommend the additional funds needed to purchase the 14-passenger bus. J. Collamati seconded. Recommended 3/0.

#### **BHS FRONT ENTRY / AUDITORIUM HALLWAY FLOORING**

A request was presented to the Committee for the High School front entry and auditorium hallway flooring replacement in the amount of \$99,024. This would be to replace the failing tiles with LVT to match the cafeteria hallway. The pricing would cover the replacement of approximately 5,840 sf. of flooring.

M. Hennessy made a motion to recommend the High School flooring as listed above. J. Collamati seconded. Recommended 3/0.

Mr. Marano and Mr. Houston had Capital Requests grouped into tiers, in which they had placed items in order of priority. Information for the proposed future requests by tier was provided to Committee members but funds were not requested at this time. The additional tiers will be discussed in Capital meetings for future Fiscal Years.

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New Business, Emails, Correspondence, Bills:

The next Capital Improvements Committee Meeting will be held on Tuesday, October 3, 2023, at 6:00 pm, in the lower meeting room.

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M. Hennessy made a motion to adjourn at 5:12 pm. Seconded by J. Collamati. Recommended 3/0.

Respectfully Submitted,

*Tina M. Griffin*  
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