

**Capital Budget Committee Meeting Minutes
September 15, 2023**

Capital Budget Committee Members	Present: Michael Marcucci, Kristine Trierweiler, Andrew Foster, Michael LaFrancesca, Megan Sullivan, Robert Aigler, Brent Nelson	
Guests	Frank Gervasio, Christine McCue Potts, Chief Guerette (Medfield Police Department), Chief William Carrico (Medfield Fire Department), Katie Walper (Director, Medfield Parks and Recreation Department), and Mel Seibolt (Commissioner, Medfield Parks and Recreation Commission)	
Meeting Location	Held remotely on Zoom	
Meeting Times	Meeting convened: 9:30 AM	Meeting adjourned: 10:06 AM
Meeting Minutes	<ul style="list-style-type: none"> ● Chief Guerette presented two capital requests for FY25, both of which were not previously on the five-year capital improvement plan ● The first item presented was a police motorcycle, the Chief noted that while the Department’s traditional cruiser fleet is in good shape meaning a replacement may not be necessary at this time, this would still be a policy discussion that she would need to have with the Select Board. ● Chief Guerette explained that the addition of a motorcycle to the Department could be an effective recruitment and retention tool based on feedback they’ve received internally and from external candidates. ● Chief Guerette also noted that that the cost of the motorcycle was also less than that of a new cruiser ● M. Sullivan asked the Chief to explain how the acquisition of the motorcycle would solve the issue of officers wanting to do more than patrol work as Medfield Police Officers. Chief Guerette explained that while the motorcycle would still allow an officer to perform patrol work, it also allows for increased traffic enforcement given that it is much smaller and maneuverable than a cruiser. ● Chief Guerette also noted that a motorcycle assignment is a coveted one that would typically be granted to a veteran officer. The motorcycle would not allow for prisoner detention or transportation. The Medfield Police Department typically takes a summons approach towards arrests, the Chief clarified, so this likely would not much make of an impact on operations. ● M. Sullivan asked if this would be a replacement or an addition to the Police vehicle fleet, to which Chief Guerette responded that her intention was to add this vehicle to the fleet. ● K. Trierweiler and R. Aigler asked if there would be additional equipment needed for the motorcycle. Chief Guerette noted that \$33,000 request included lights, detailing, headset radio, helmet, boots, and other safety equipment. ● M. Marcucci confirmed with the Chief that the line cruiser replacement will still need to take place in the future, and that the Committee would wait to hear the Select Board’s feedback on the decision to add a motorcycle to the fleet. ● The second item Chief Guerette presented was taser replacements, which offer a less lethal option for the Police Department. While the tasers currently issued are fully functional, they are no longer supported and the warranty for the tasers is now expired. ● M. Sullivan asked how many tasers are included in the request, to which the Chief responded 18, which is for the entire force except herself. 	

- M. Sullivan asked about an approach of replacing each taser as they failed as opposed to replacing them all at once. Chief Guerette stated that replacement now would be beneficial because waiting for failure would result in losing a less lethal tool for potential use. M. Sullivan confirmed with the Chief that the tasers would need to be replaced after five years.
- Chief Carrico then presented a request for FY 2025 for the replacement of the department's hoses. The request of \$91,000 could potentially be funded through a grant, which the Chief is still waiting to hear news on.
- The Chief is required to annually test the Department's hoses, and has determined the current hoses have reached the end of their life cycle, which is about 20 years typically.
- The new hoses will be lighter and made of new material that may allow them to last up to 25 years.
- F. Gervasio confirmed with the Chief that the hoses would be replaced for the whole Department. The Chief also noted that the sizes of the hoses across the Department are currently all different sizes, and that the new hoses would all be the same size, allowing the Chief to standardize operations across the Department.
- M. Sullivan asked about the cost included in last year's five-year plan of \$59,000 rising to \$91,000. The Chief said his initial plan was to do piecemeal replacement of the hoses but the plan is to now replace all of the Department's hoses at once.
- K. Walper and M. Seibolt presented a five-year outlook and FY 2025 requests for the Medfield Parks and Recreation Department.
- The first project presented was replacement of lighting at the Metacomet tennis parks. A \$100,000 earmark is available for this replacement, and the Parks and Recreation Department is seeking an additional \$65,000 from the Capital Stabilization Fund for the replacement. K. Walper mentioned that it is difficult for the Parks and Recreation revolving fund to fund capital projects greater than \$100,000. She also noted that there is a group in town interested in raising funds for the replacement of the lights, and that she is exploring that option as well.
- The second project presented was for the paving of the parking lot at the Hinkley Swim Pond and playground. K. Walper has received complaints and concerns regarding the safety of the parking lot and the inability to fix the holes. This will also be important given the upcoming replacement of the playground on the site, which will be a destination for residents.
- K. Walper noted that the Conservation Commission has also been informed given the proximity to the pond.
- F. Gervasio noted that the pricing for FY26 request on the five-year plan for resurfacing of the Metacomet tennis courts was still to be determined. M. Marcucci asked if the fundraising efforts would be put towards the resurfacing as well, to which K. Walper responded that the group looking to raise funds was primarily interested in the lighting but that any excess funds could potentially be used for this purpose as well as the Capital Stabilization Fund or Parks and Recreation revolving fund.
- It was discussed that the \$100,000 earmark would be available for the lighting project, and a \$20,000 would be available for the refurbishment specifically.
- The Capital Budget Committee scheduled the following meetings:
 - September 21, 2023 at 10:00am
 - October 6, 2023 at 9:30am
 - October 12, 2023 at 10:00am
- F. Gervasio noted he was following up on the life cycle analysis document discussed with M. Sullivan
- The Committee voted unanimously to adjourn

List of all documents and exhibits used	<ul style="list-style-type: none">● Parks and Recreation Departmental Capital Requests● Police Department Departmental Capital Requests● Fire Department Departmental Capital Requests
Next Meeting	<ul style="list-style-type: none">● September 21, 2023 at 10:00 am