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TOWN OF LUDLOW, MASSACHUSETTS
CAPITAL IMPROVEMENT PLANNING COMMITTEE

Minutes of June 9, 2025, Capital Improvement Planning Committee.
Meeting began at 5:30 p.m.

Members Present: James Gennette, Tony Sanches, Chris Manfredi, Mr. Vitorino (came in late)

I. 5:30 p.m. Pledge of Allegiance

II. Old Business

- Strategic Planning Committee discussion continued; Committee charge as per Mr. Vitorino's request

Mr. Gennette wrote up a rough draft of the bylaw for the committee. He is hoping FinCom will review also. It will have to be submitted to Town Meeting

III. New Business

- New Committee member Christopher Manfredi

Mr. Manfredi is officially part of the board.

- Resignation of Joshua Carpenter

Mr. Carpenter resigned from the Planning Board so he is no longer part of the Capital Committee.

- Policy review for combined Capital Improvement Planning Committee and Longterm Capital Investment Planning Committee

Longterm Capital and Capital Investment Planning Committee have been combined. They look at the annual articles that come for review, CIPC challenges them, makes recommendations and send them to the Select Board and FinCom for their approval. Longterm Capital is 5 years. The hope is the Strategic Committee takes care of anything over 5 years. This will be tabled until the next meeting

- Hubbard Memorial Library parking and grass area project

The area between the bridge and the library used to be an old Linton house. The house was knocked down to put a parking lot in but it was never done. Mr. Gennette asked the Library

Board of Trustees to come up with a site plan. Once the site plan is complete they will go to Planning then come to CIPC looking for funding. The DIF district does cover down by the library. Right now it's \$650,000/year to cover road repairs and traffic and a lot of different things.

- Chapter 40R Capital Investment Account

Capital Investment account can only be used for capital items per the Accountant.

- Ludlow Boys & Girls Club HVAC Unit Request

Mr. Ritchie and Mr. Irizarry are in attendance to discuss the HVAC Unit. It is going on 24 years old. Last year 2 of the condenser units are completely out. The 3rd one is on its last leg so it gets to 80-90 degrees. Condenser fans need to be replaced. It would cost almost half of what it is to replace it to fix it. The estimate for 3 units is \$237,000. You have to pay the money up front before you can get the rebate, which takes 6 months.

Mr. Gennette said as far as Capital, this is out of sequence. Normally requests come in the middle of November and in May they go through Town Meeting.

Mr. Ritchie said the estimate from Kleeberg is about \$5,000 cheaper than the other two. The 3 units are all the same, a Lenox 30 ton.

Mr. Irizzary said the club has spoken to some members of the Board and they are willing to help with \$30,000.

Mr. Irizarry is most familiar with TJ Conway. The town covers the electric bill for the club so if they wanted to go with an electric, energy efficient unit with rebates the town would have to decide.

Mr. Gennette will be pushing to move away from gas. The town will need to be carbon neutral by 2050.

Mr. Ritchie said the quotes he got; the price includes everything. We do not have a timeframe.

Motion made by Mr. Sanches to approve the HVAC unit for the Ludlow Boys & Girls Club gym rooftop in the amount of \$101,522.99. **Mr. Manfredi second. All in favor. Motion passed 3-0.**

Mr. Gennette will put in a request to Marc to write up the approval and reach out to the other members of the Select Board for their approval. If there is enough money in 40R to cover this then we can contact TJ Conway and establish the time frame.

- Decision to keep LCTV recording or not

Committee started recording a few years ago because people weren't seeing the requests that were turned down. Now, that information is included in the report. Mr. Sanches suggested keeping it for transparency reasons. It also helps with the recording of the minutes.

- Committee to approve and sign minutes from meeting of May 5, 2025

Motion made by Mr. Sanches to approve minutes from May 5, 2025, with all members present. **Mr. Vitorino second. All in favor. Motion passed 4-0.**

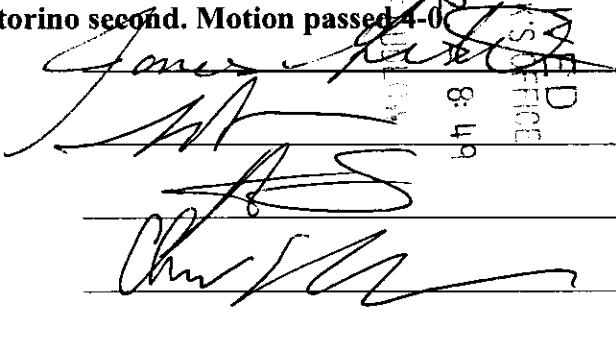
- Announcement of New Request submissions date

This will be tabled.

IV. Close the Meeting

Motion made by Mr. Sanches to close. **Mr. Vitorino second. Motion passed 4-0.**

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2025 NOV 12 8:49
TOWN OF BURLINGTON



The image shows three handwritten signatures in black ink on a white background with horizontal lines. The signatures are written in a cursive style. The first signature is at the top, the second is in the middle, and the third is at the bottom. They appear to be official signatures of the meeting participants.