

**Groton Capital Planning Advisory Committee  
Meeting Minutes, April 5, 2021**

The meeting was called to order at 5:00 PM

In attendance for the Committee

- a. David Manugian
- b. Don Koski
- c. Mike O'Rourke
- d. Scott Haggerty

Other attendees

- e. Mark Haddad, Town Manager
- f. Dawn Dunbar, Executive Assistant
- g. Michael Hartnett, Treasurer/Collector
- h. Hannah Moller, Assistant Treasurer/Collector
- i. Megan Foster, Principal Assistant Assessor
- j. Melisa Doig, Human Resources Director

David Manugian Calls to order and reviews Agenda

- David reviews the agenda
- Review of the capital articles and the charge of the committee and whether we want to construct an interim report for the select board
- confirms that the committee can take a position on any of the items though it is not in our charter-Mark Haddad agreed with this position
- Mark Haddad reviews the articles of the budget

Key Issues

Golf Carts

- Select Board has been debating the new lease of Gas golf carts and would like to lease Electric golf carts.
- Mark reviewed the key issues with this new request.
- Timeliness of the request (been in the budget for years)
- Infrastructure-will need to upgrade electrical and likely have a building to cover the carts during winter
- Whether or not the electric carts will be suitable on the golf course considering the terrain
- Estimate 15-25,000 to get started on the improvements and then 10-15,000 more to run the electric carts gas carts over the life of them
- This being driven by the green community status.

Opened up to questions from committee

- Scott H asked if there was any penalty to cancel the contract to purchase the carts
- Mark Replied that we can purchase either electric or gas for the same price. Stated that he and Shawn (club manager) would be testing the carts tomorrow (4/6)
- Mike Rourke asked where the cost difference will come from
- Mark replied he would need a reserve fund transfer or a transfer from cash form the finance committee or a line item transfer at the end of the year to cover the cost
- 3 select board members support line item transfer or reserve fund 1 abstained and 1 does not want any additional money spent but wants electric carts
- Don Koski asked about timing
- Mark says cannot spend money until July 1. That would be anticipated delivery of new carts and give time to establish infrastructure with Electric Light Co. if we go that route.
- David asked about the life of the carts-Mark responded it is a five year lease/purchase but we got 9 years out of the existing gas carts. Gas carts tend to have a longer life than electric
- David asked for confirmation on the cost comparison of running the electric vs gas and Mark pulled up the information for the committee
- David Asked if we could break the lease 2 years in. Mark responded he was not sure but could

find out. Mark explained Electric Light Cooperative possibly proposing to provide the electricity and possibly a building and or buying the carts and leasing them back to the town or leasing the building back to the town

- Don Koski mentioned that he worked at Shaker Hills Golf club and they left their carts outside all winter. Suggested reaching out to them.
- Discussed the maintenance and how long to replace batteries on electric carts.
- Mark discussed how long the electric carts can run on one charge. Need additional information
- Don asked about hybrids...don't believe they exist
- Mark explained how hard they have worked to get the country club to break even. They in fact made money in 2019 and would have likely had covid not hit. Adding the additional cost will burden the club. The carts generate significant revenue for the club.
- Mark asked for the committee to take a position so he can make the appropriate changes for the select board.
- David asked if we are comfortable with the information we have.
- Don felt we had enough information
- Mike O felt we did not have enough information regarding the results of testing the carts etc
- David pointed out that we are trying to look ahead with a last minute change and that there needs to be a two way street between the committee and the board concerning notice.
- Mark echoed that sentiment
- Scott emphasized the possibility of Davids suggestion to cut the lease after 2 years.
- Mark is under time restriction to get this information
- David brought up setting aside the funds but not specifying gas or electric and do more research.
- Don googled the life expectancy of a charge at 45 – 90 minutes running continuously
- Mark to review with Shawn
- Don asked what Shawn thought of the situation. Mark stated that he would prefer Gas but will do what the board wants.
- Mike O emphasized we need more data. Mark will do his best to get all of the answers and Mike suggested getting a few carts to test for a season
- Mark said Shawn had the same thought and suggested getting 4 electric carts of the 25 to see how they do and that would not require the electrical upgrade. Select board would prefer to be more environmentally sound.
- David asked for a motion as to how to move forward considering Mark needs to present next week to the Board
- Mike once again pointed out needing the data.
- Mark summarized the options and pointed out that years ago Gas was recommended to general manager due to the terrain. Mark recommends the hybrid approach of 21 gas and 4 electric
- David entertains motion for the hybrid approach-Mike Motions-Scott Seconds the motion
- All were in favor
- Mark reviewed middle school track bonding 1.4 million paid off through CPA funds over five years
- Committee takes no position
- Mark reviewed the new Elementary School costs
- No position taken by the committee
- Mark reviewed the iron and manganese issues at the water treatment plant. Need authorization for 722,000 dollars for design of upgrades. Estimated construction costs are 6.5 to 7 million funded by water rates.
- No position taken by the Committee
- Whitney pond well need 300,000 for engineering and will be a total of 2 million dollars. This is for increased water supply.
- No position taken by the committee
- Pickle ball courts to cost \$157,480 being brought before the board.
- Select board is in favor.
- Mike asked how many courts it is replacing.

- Scott asked if it would bring in revenue to maintain it.
- The intent is to have it generate for the club
  
- David how it would generate revenue to stand on its own.
  
- Mark emphasized it would become part of the whole operation
  
- ANNOUNCED SATURDAY MAY 1 IS THE TOWN MEETING
  
- Update on the charge to the committee
  
- David goes over the tasks the committee is charged for. One main item being the inventory of assets-needs to be completed
  
- Advising the town manager for the five year capital budget-we have been doing this
  
- Prepare and present to the board and town manager a recommendation for the major projects to be undertaken in the ensuing fiscal year
  
- Seek comments and coordinate activities with the different departments regarding different projects
  
- Review and report the financial requirements for the projects under the control of the town.
  
- Create and publish a report at the closeout of each capital project
  
- David asked that we review the charge and tackle the items we have not addressed
  
- Interim report for the select board and we were asked if there is anything we want to adjust in the charge
  
- Mark believes the charge has been successful and emphasized the completion of the inventory
  
- Next meeting to be May 17
  
- Meeting Adjourned

