

# MONTAGUE CAPITAL IMPROVEMENTS COMMITTEE

## Meeting Minutes

**Wednesday, February 25, 2026, 3:30 pm, Town Hall Annex Meeting Room and via Zoom**

### **In Attendance:**

CIC Members: Gregory Garrison (GG), Lynn Reynolds (LR), Jason Burbank (JB), Ariel Elan (AE), Chris Menegoni (CM) (arrived at 4:12 pm)

Absent: None

Town Staff: Christopher Nolan-Zeller (CNZ) – Assistant Town Administrator; Jason Haskins (JH) – Chief of Police

### **Meeting called to order 3:35 pm, GG Presiding**

1. Call to Order and Approve any outstanding meeting minutes: 2/11/26

*MOTION to approve the minutes of 2/11/26, by JB, AE Seconded. GG-AYE, LR-AYE, JB-AYE, AE-ABSTAIN. MOTION PASSED*

2. Review of new Capital Article Requests (Police Chief Jason Haskins, invited)
  - a. Replace Two Police Vehicles (K9 and Patrol) (\$161,000)

JH introduced that while the department has historically tried to keep to a 1-cruiser-per-year replacement cycle, it has ended up with one 2014, one 2016, and five 2017 vehicles.

AE asked how this was possible. JH responded that he was not sure, due to his being a new member of staff, but believed one was a replacement for a vehicle that was totaled in an accident. Another 2017 is a detective vehicle with 76,000 miles on it that still runs great. However, the other 2017s all have between 100,000 and 160,000 miles. One of these still runs fine, while another one is completely inoperable. The department averages 16-18,000 miles per cruiser per year, and has several vehicles well over the recommended 100,000 mile benchmark for replacement. Two of these are used by the School Resource Officers (SROs), meaning they added fewer miles, but would eventually reach the end of their useful life. At one time the previous week, JH noted that four of the departments vehicles were in the shop for repairs at the same time. The three-year average across the fleet is \$2,500 per year in maintenance costs for each cruiser, but two of the 2017s were averaging over \$4,000 annually. JH discussed the safety consequences if a cruiser were to break down while on a call, and also discussed the strain that having any vehicles not available for use puts on the remainder of the fleet.

GG asked about the department's ideal fleet size. JH noted that there were currently 15 vehicles, including three Detective vehicles, a Chief car, Lieutenant car, K9, and two SRO vehicles. JH added that downsizing would be very difficult, as the Sergeant car is essentially in use 24/7, and ideally there would be a second Sergeant cruiser to avoid having a vehicle run around the clock while being shared by four sergeants. JH expressed interest in eventually converting this into more of a command-type vehicle eventually.

GG asked about the future of the fleet, and if the same situation would continue next year. JH responded that it would, and he would likely be requesting two vehicles this year, next year, and the following year after that.

GG asked which specific vehicles were being proposed for replacement this year. JH answered that one of these would be a replacement K9 unit equipped with a K9 insert and climate control, while the second would be a patrol vehicle to replace the car that is currently inoperable. Both quotes are for hybrid vehicles, and the patrol car would be equipped with a mobile data terminal for the printing of citations.

GG noted that replacement costs seemed lower than he expected for police vehicles, and confirmed whether all costs would be included. JH responded that the amount requested would cover full outfitting costs, transferring over of radio equipment, and paint jobs. The new cruisers would have full light bars on top of the vehicles, unlike most of the current ones, which JH noted were hazardous at night, and also added that officers have expressed desire for better visibility to the public.

GG noted that the Committee has not had visibility of the police department fleet in several years. While it used to be discussed annually as part of the capital planning process, cruiser replacement was eventually moved into the operating budget and out of CIC's purview.

JH added that he was working toward electronic asset tracking to be able to keep Town leadership better updated.

JH also noted that the 2017 cruisers have had notorious water pump issues which generally cost about \$3,000 each to replace.

JB asked whether the cruisers were all Ford Explorers, and what JH's opinion was toward hybrids.

JH noted that they were all Explorers, and three of the current ones were hybrids. He has been generally unimpressed by the older hybrids, noting that cruisers draw a lot of power, and he encountered serious reliability concerns dealing with hybrids in his previous role in Greenfield. However, new hybrids should be better,

as they come equipped with two batteries instead of one. Additionally, well-designed hybrids can have better engine longevity than conventional all-gas cars.

GG noted that previous conversations with DPW leadership discussed assistance provided to the police department with maintenance. JH confirmed that DPW was a great resource, and regularly handled preventive and routine maintenance for the fleet.

b. Police Station HVAC Rehabilitation (\$37,100)

JB noted that he had reviewed the proposal provided by CTC, and this request was for maintenance of the existing system. He added that Andover is a time-tested brand and a good product, but his concern was that this alone would still not bring the system up to expected performance levels.

JH explained that upon his start in the role, he observed the west side of the building getting cold, and had multiple calls and visits from Jamrog HVAC. They noted there was likely a refrigerant leak, but could not locate it, and had been continuing to add more refrigerant as an interim repair. Eventually, they were needing to return to add refrigerant practically every week. Jamrog eventually was able to shut down the system and subsequently located the leak in about 15 minutes. They ordered and installed a new part, but now it gets as high as 90 degrees on the west side of the building. Conversations with CTC had revealed the system has two sides; a mechanical side and a controls (or “brain”) side. Lots of work has been done on the mechanical side in recent years, but it appears the controls are in need of updating and are providing overpowered heat as a result. JB added that Building Automation Systems in his position at UMass tend to require expensive upgrades with each new generation of the technology every 10-15 years, with equipment from previous generations quickly becoming obsolete and difficult to find replacement parts.

*CM arrives at the meeting.*

AE requested that JB have a role in vetting the eventual vendor contract for this project. JB agreed, and noted that the current quote appeared to be a solid and reasonable proposal.

GG asked JB if he felt a \$37,100 appropriation would be sufficient. JB answered that it would for the work outlined in the proposal, but the Town should still expect to need additional work on this system in upcoming years.

AE asked about the role of CO2 sensors in the system. JB answered that these determine when outside air needs to be brought in, even when it is cold. JH added that something was not working properly since the temperature was now reaching 90 degrees in the evidence room in winter (after previously only reaching 60

degrees in the same room). This issue also made the community room less desirable and welcoming.

LR asked how long the repair would be good for. GG noted that he expected the controls, after replacement, to last at least another 10 years, with the possible exception of the CO and CO2 sensors.

LR asked about JB's level of confidence in the vendor that provided the quote. JB responded that they were adequate, and likely the only reputable vendor in the local area able to perform this scope of work.

AE asked whether the current system was meant to serve both the heating and air conditioning needs for the building. JH responded that it was. JB added that it was advantageous that the equipment was all inside the building instead of on the roof. JB also added that a previous concern had been glycol identified in the well, but that this would hopefully not require any extra attention.

JH invited JB to visit the building, especially with CTC also present.

*JH leaves meeting at 4:35 pm.*

*LR leaves meeting at 4:35 pm.*

3. Discuss scope adjustment to Colle Building capital request – addition of mechanical systems improvements to interior flooring improvements for same overall project value of \$25,000

CNZ provided an update that quotes had been received to replace the tile in the common areas of the Colle Building for significantly less than the \$25,000 originally budgeted, and therefore he was recommending the original request be expanded to cover a portion of the building's mechanical and HVAC upgrades that were already on the long-range capital plan for the following year. The Committee expressed consensus approval with this approach.

4. Review slate of capital requests and updates, vote remaining recommendations

*MOTION to recommend the Police Department Requests for two police vehicle replacements (K9 and Patrol) and police station HVAC Controls Rehabilitation for a total of \$198,100 by GG, JB Seconded. CM-AYE, GG-AYE, JB-AYE, AE-AYE. MOTION PASSED.*

5. Update on upcoming meetings:

The committee would meet again for a joint meeting with the Selectboard / Sewer Commissioners at the Clean Water Facility at 1:30 pm on Tuesday 3/3. The next regular CIC meeting would be on Wednesday 3/25.

6. FY27-31 Capital Plan Update

The committee agreed to discuss the long-range capital plan as its main agenda item on 3/25. GG recommended that JH's plan to update the police fleet be incorporated into the plan.

7. Topics not anticipated in the 48 hour posting requirements

None.

8. Adjournment

*MOTION to close the meeting at 4:54PM by JB, AE Seconded. CM-AYE, GG-AYE, AE-AYE, JB-AYE. MOTION PASSED*

Respectfully Submitted,

Christopher Nolan-Zeller