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**MINUTES**  
**Town of Belmont**  
**CAPITAL BUDGET COMMITTEE**  
**Town Hall Conference Room 4**  
**Tuesday, March 24, 2015**  
**5:00 PM**

**CALL TO ORDER**

A regular meeting of the Capital Budget Committee (CBC) was called to order at 5:05 p.m. by Chair Mahoney.

Members Present: Chair Anne Marie Mahoney, Jenny Fallon (WC), Sami Baghdady (BOS), Michael Battista (PB), Anne Lougee (SC), and Rebecca Vose

Absent: Patricia Brusch

Also Present: David Kale, Town Administrator

**Town Clerk's Presentation**

Chair Mahoney began by inviting Ellen O'Brien Cushman, Town Clerk, to discuss her department's out-year capital request. Ms. Cushman explained that her request for new optical scanning voting machines is for FY 2018. The Town's current machines were purchased in 1998 with a remaining useful life of up to five (5) years. Belmont needs one machine for each of its eight precincts and a ninth machine for "roll-up" as required by state law. Each machine is estimated to cost \$7000. Existing machines are functioning well enough to remain in place through the next presidential election in 2016. The plan is to purchase and activate new machines in time for state elections in calendar 2018. In response to questions from Committee members, Ms. Cushman explained that once retired these machines have very little value. Occasionally another municipality in the Commonwealth using the same system needs one as a replacement.

**Director of IT's Presentation**

David Petto made a presentation of IT's capital needs, which are all in out years. In each of FY2018 and FY2021, he anticipates the need for additional electronic data storage. Despite the Town's periodic purging of data it is not legally required to retain, the need for data storage capacity grows. Mr. Petto also expects that the Town will have to relocate the fiber hub now situated at the Old Light Building at 450 Concord Ave. once a decision is made about that building's disposition. This project would be phased over three years when a new location is chosen.

**CPA Presentation**

Floyd Carmen, Town Treasurer and CPA Committee Member, described the six (6) CPA

projects that will go to a vote by Town Meeting. He began by reviewing the types of projects that are eligible for CPA funding and policies that his committee has adopted to guide the project selection process, specifically that CPA funds cannot be used for debt service. Mr. Carman briefly reviewed each of the six projects, explaining the basis for selection.

Some Committee members raised questions about CPA funding of historic restoration projects for property owned by private non-profit organizations. Mr. Carman explained that these grants would be contingent upon an agreement that places a lien on the property in favor of the CPA Committee that would be repaid if and when the property is sold. According to Belmont's Town Counsel, other CPA communities have made the same arrangement. A lien in the amount of the grant would be placed on both the Belmont's Women's Club Homer House and the Belmont Historic Society's Wellington Station.

The grant for electrical upgrade of Belmont Village completes a project that was funded for the first time last year. Our Fire Chief supports the completion of this upgrade because residents' use of plug strips and extension cords for their electricity needs creates a serious fire hazard in buildings where much of the wiring is over 50 years old.

### **Library Presentation**

Emily Reardon, Acting Library Director, and Kathy Keohane, Library Trustee, began by describing the Feasibility Study, which is the Library's top FY2016 capital request. The Library Trustees had paid for a Feasibility Study in 2010 but that was for another site. The Trustees are now looking at using the existing library site for a new or improved building. The three (3) options for this site are new construction, renovation of the existing building with an addition or renovation of the existing building. There is a new Massachusetts Board of Library Commissioners (MLBC) funding round coming up for which the Belmont Trustees would like to be positioned to apply. Ms. Keohane reported that the Trustees are willing to evenly split the cost of this study with Capital Budget.

Ms. Keohane agreed to provide the CBC with the types and amounts of follow-on costs the Trustees expect after the Feasibility Study is done and how they foresee covering them.

The Library is working with Gerry Boyle, Director of Facilities, to estimate the repair and/or replacement costs of various systems in the 50 year old building. Many of these systems are past their useful life. There is concern that the scope of the work needed to keep the building operating will trigger Americans with Disabilities Act requirements.

Committee members encouraged the Trustees to confer with the Board of Selectmen on plans to move ahead with a Feasibility Study and grant application. There are several capital projects that await funding so prioritizing and timing of projects is important.

Ms. Reardon explained that the Fire Department has serious safety concerns about the Library's storage of gas-powered equipment (for snow removal and lawn mowing) inside its building. Therefore, the FY2016 second capital request is for a small steel storage unit that will sit on a patch of the Library site, at a safe distance from the building. This is a moveable unit and is

considered superior to a rental unit, which would occupy a parking space. Should the Library project go forward, the unit could be relocated during construction.

The Committee suggested that the Library representatives ask DPW if that department could clear sidewalks and mow the lawn of the Library, to avoid the need for this capital expenditure completely. The Library representatives expressed concern that clearing the Library's sidewalks and steps might not be a priority for the DPW on school days but agreed to have this conversation.

#### **Approval of Minutes**

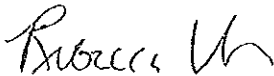
The Minutes of March 11, 2015 were approved with adjustments on a vote of 5-0, with one abstention.

#### **Next Meeting**

Friday, March 27 at 8:00 a.m. (Police, DPW, Community Development)

The CBC moved to adjourn the meeting at 6:40 p.m.

Respectfully submitted,



Rebecca Vose  
Secretary