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**MINUTES
TOWN OF BELMONT
CAPITAL BUDGET COMMITTEE
Town Hall Conference Room 4
Thursday, September 12, 2019
8:00 AM**

Call to Order

A regular meeting of the Capital Budget Committee (CBC) was called to order at 8:05 a.m. by Chair Anne Marie Mahoney.

Members Present: Chair Mahoney, M. Patricia Brush, Jenny Fallon (WC) Adam Dash (SB) (until 8:50 a.m.), Susan Burgess-Cox (SC), Karl Haglund (PB), and Rebecca Vose

Also Present: John Marshall, Assistant Town Administrator, Steve Dorrance, Director of Facilities and Jim Gammill, Belmont representative on Minuteman High's School Committee

Chair Mahoney began by reviewing the Meeting's agenda.

Review Capital Budget Recommendations/Requests/Expenditures for Facilities and Library

Mr. Dorrance described progress on various capital projects in his department, a recently discovered life/safety issue at the Chenery (CMS) and revisions to projects based on new information and/or need.

1. The sprinkler heads at CMS, which are part of its fire suppression system, were the subject of a manufacturer's recall between 2007-2011. They would have been replaced at no cost to the Town if the notice had been acted upon, but it was not. Facilities discovered the recall a short time ago and has priced the cost of replacing all the heads at \$120K. The CBC agreed that this expenditure qualifies for a transfer from the Town's Reserve Fund. Mr. Marshall will follow up with Patrice Garvin, Town Administrator, to have this request sent to the Warrant Committee for action.
2. Installation of a Building Management System is in process and roughly half-way completed.
3. The Library has decided not to proceed with the creation of a Quiet Room, leaving \$25,800 remaining unspent. Additionally, there was \$45K allocated to complete the gutter replacement project for the Library; however, it's been determined that the project is actually complete, so this money remains unspent. Leftover funds from these capital projects total \$70.8K.
4. The new air conditioning unit for the Library's second floor will cost \$39K, not the \$30K allocated for the job. The Library will make-up the difference. Mr. Dorrance reports that this new unit can be re-used in a rebuilt Library building.
5. There is heat mitigation work at the Butler that Mr. Dorrance thinks is very important to do to make that building tolerable for students and staff. One side has tremendous heat

load and Facilities was planning to install ceiling fans to address the problem. It turns out that 30" wall-mounted fans do a much better job. The nine that have been placed in classrooms are highly effective and school staff are asking for nine more, at a total cost of \$6,000. Facilities has also replaced forty-four window shades as part of this mitigation effort.

6. The Burbank School has a serious heat load problem at the front of the building. Over-sized windows are the issue. Mr. Dorrance would like to apply a 3M-made film to these windows, which will significantly reduce the heat pouring in over-heating the space. The film is slightly tinted. This project will cost about \$5,000.
7. Mr. Dorrance reported on several completed projects, including the Town Hall roof, and the status of others that are ongoing.

The Committee then discussed with Mr. Dorrance future capital needs, the critical importance of preventive maintenance, and the idea of a targeted over-ride to fund school building safety work.

CBC members expressed appreciation for the updates on all this work. They agreed that any of the above-described projects that need Town meeting approval should be on the warrant for the Fall Special Town Meeting.

Approval of Minutes

The Minutes of May 23, 2019 were approved, with two abstentions.

Capital Articles for November Town Meeting

Chair Mahoney noted that the Committee will need to meet again before the Fall Town Meeting to vote on funding of the fire pumper.

Minuteman High School Updates

Mr. Gammill briefed the CBC on changes that have happened at Minuteman relative to enrollment numbers, revisions to payments made by member and non-member districts, the difficulty in locating space in other vocational technical high schools for Belmont students, among other matters. These factors may prompt Belmont to reconsider its decision to leave Minuteman. The new building is beautiful and as expected has attracted new students from both member and non-member district. Mr. Gammill is pushing for the school to add an average capital cost to the tuition paid by non-member districts. DESE is open to discussing this with the Minuteman School Committee.

Update on Building Projects

Members provided status reports on the Library, High School, Police Station and DPW building projects.

Scheduling of Future Meetings

The Committee discussed scheduling meetings beginning the second week of January to consider the FY21 Capital Budget. The CBC's next meeting date is October 24, 2019 at 8:00 a.m.

The CBC moved to adjourn the meeting at 9:52 a.m.

Respectfully submitted,

Rebecca Vose, Secretary