

**MINUTES
TOWN OF BELMONT
CAPITAL BUDGET COMMITTEE
Town Hall Conference Room 4
Thursday, April 26, 2018
8:00 AM**

2018 MAY -3 PH 3: 07

I. CALL TO ORDER

A regular meeting of the Capital Budget Committee (CBC) was called to order at 8:06 a.m. by Chair Anne Marie Mahoney.

Members Present: Chair Mahoney, Jenny Fallon (WC) Stephen Pinkerton (PB), Rebecca Vose, Susan Burgess-Cox (SC), Mark Paolillo (BOS) [arrived at 8:18], and M. Patricia Brusch [arrived at 8:45].

Also Present: Glen Castro, Budget Analyst; David Petto, Director of IT

Chair Mahoney began by reviewing the agenda, and explaining that Mr. Petto will offer further detail on his department's request for additional storage. She further explained that two CPA projects have revised estimates and must be re-voted by the CBC. Lastly, the Chair and Ms. Fallon reminded the Committee that half of the cost of the Fire Station repairs (\$600,000) is coming out of the FY19 Capital Budget allocation and the other half will be paid for from Free Cash.

IT

Mr. Petto described the complex data storage system that the Town uses involving multiple servers. The servers have a useful life of five years and if one of them goes down the entire system goes with it. The FY19 request would fund an upgrade of the Storage Area Network, which will reach full capacity within 12-18 months. Committee members and Mr. Petto discussed creating a fund for technology infrastructure that has yearly allotments to address the Town's ongoing needs in a more planful way.

Town & School Security

The Committee took the opportunity to discuss the status of security upgrades with Mr. Petto. There is money allocated last year for certain upgrades that remains unexpended. Completing those projects will be the top priority of the new Facilities Director. Several members support moving responsibility for certain security systems (cameras and phones) from Facilities to IT. There was then some discussion of better training of staff members in individual departments on the technology used by their department, to maximize utilization.

CPA - Re-voting of Projects

Chair Mahoney reported that both the Town Field and McLean Barn projects have revised funding requests. The Town Field project is now looking for \$25,000 for design work. The McLean Barn is now asking for \$175,000 after the scope of the project was redefined. There was some concern expressed that the Barn project does not have an identified end use. Limited parking will limit whatever use is finally determined for the site. Other Committee members were worried about continued deterioration of the structure if the work is put off for even a year.

Town Field - \$25,000

Ms. Fallon moved: To approve this project.
The motion passed unanimously.

McLean Barn - \$175,000

Ms. Fallon moved: To approve this project.
The motion passed 4 Yeas, 1 Nay and 1 Abstention.

Turn-Backs

Chair Mahoney reported that in a deeper review of past capital projects Patrice Garvin, Town Administrator, and Mr. Castro discovered a total of \$546,475.89 in turn-backs going back as far as the year 2000. The turn-backs come from (1) completed projects and (2) projects that were funded but never undertaken and now the need for the original need for the project changed.

A significant chunk of the newly identified turn-back amount could be allocated for the DPW and Police Station Building Projects, which Floyd Carman, Town Treasurer, is hoping to pay for out of the Operating Budget. There will be an Article at Annual Town Meeting to this effect. If defeated, the CBC will need to decide what to do with these turn-back funds.

II. Discussion of FY19 Capital Budget Requests

Chair Mahoney began by inquiring of Mr. Castro the amount of funds remains available to allocate after the Straw Poll. The amount was \$192,334, exclusive of any turn-back funds. This meant that the Committee should review requests that had not won enough support in the Straw Poll to be funded but are worthy and could now be funded.

The first request members looked at was the data storage system from IT. There was unanimous support for this. Other requests that were identified and garnered support, given that additional money remained to be allocated, were the overhead doors at the DPW and three Chenery Auditorium-related projects, replacing the stage, conducting a Stage Equipment Risk Assessment and upgrading the Lighting Control System.

III. Final Vote on Capital Requests for FY19

The CBC voted to recommend the following items:

DPW:

19,000 GVW Dump Truck (#116)

Police Department:

Domain Server

Town Clerk:

Election Systems Upgrade

IT:

Fiber Network Engineering & Design Services
Additional Data Storage Network

Library:

Automatic Door Locks

Fire Department:

Cardiac Monitor Replacement Fund
Ambulance Replacement Fund

Facilities Department:

Butler School Emergency Generator
DPW Overhead Garage Doors
DPW Window Replacement
Chenery Resurface Auditorium Stage
Chenery Stage Equipment Risk Assessment
Winn Brook School Replace Fire Alarm System
Chenery Upgrade Auditorium Lighting Control System

School Department:

Network Wiring Replacement at Winn Brook, Butler and Burbank Schools

Community Development:

Pedestrian Safety Upgrades at Winn Brook School

The total amount recommended will require the use of a modest amount of turn-back funds, specifically \$3,416.00.

Committee members acknowledged that there were several important requests that this year's capital allocation could not fund. These are the next phase of building envelope work, a new Fire Pumper, an underground fuel tank at the DPW yard and security system upgrades.

IV. Approval of Minutes

The Minutes of March 29, 2018 were approved with one abstention.
The Minutes of April 5, 2018 were approved with one abstention.

The Minutes of April 12, 2018 as amended were approved unanimously.

Setting of Future Meeting Dates:

Thursday, May 2 at 5:30 p.m. at Belmont High School to vote Annual Town Meeting Articles

The CBC moved to adjourn the meeting at 9:19 a.m.

Respectfully submitted,

Rebecca Vose, Secretary