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**MINUTES
TOWN OF BELMONT
CAPITAL BUDGET COMMITTEE
Town Hall Conference Room 4
Thursday, April 10, 2014
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 Anne Marie Mahoney.

Members Present: Chair Mahoney; Patricia Brusch (Warrant Committee); Andres Rojas (Board of Selectmen); Michael Battista (Planning Board); Anne Lougee (School Committee); John Conte and Rebecca Vose (both Moderator appointees); and David Kale (Town Administrator) *ex officio*.

Chair Mahoney began by reviewing the evening's agenda. She noted that the CBC will need to have the criteria conversation soon, as the \$10K limit for individual capital requests needs to be updated. That amount was established in the 1980's and probably needs revision upwards.

Town Meeting (TM) Articles

TM Articles were reviewed to see if the CBC needs to weigh in on any of them. Mr. Kale reviewed the adjusted TM schedule, noting that the Minuteman Article will be taken up in June. The Committee determined that it has previously voted all the May articles that it needs to.

FY15 Capital Budget Review

Mr. Kale reviewed a handout, which illustrates the FY15 Capital Budget requests. He reviewed the Capital Budget "turn backs" from completed projects, which total \$214K. The sum of \$464,500 of the FY2015 capital budget allocation is committed already. Thus the amount to be voted breaks down as follows:

CBC net allocation:	\$781K
Turn Backs:	\$214K
Total CBC:	\$995K

The CBC discussed the remaining MUNIS funds. Mr. Kale said that the remaining funds could be used for a financial control module within the School Department. Chair Mahoney expressed concern regarding the precedent that this sets. Left over money needs to be channeled through the CBC, she said, because it is not that department's money – it is town money. The CBC agreed that the money needs to go through the CBC, as a matter of policy.

Grove Street Park and Playing Fields – Master Plan Study (\$30K)

Mr. Kale asked if he could add a request to those already before the Committee. He explained that Belmont Youth Baseball would like to add a batting cage at Grove Street. The neighbors would like to see more park features and fewer athletic-centered ones. BOS Chair Rojas added that in his opinion the Park needs a master plan with input from the Baseball representatives as well as input from neighbors. Mr. Rojas said he supports consensus building in this way and that a CPA grant can be applied for to fund the agreed-upon changes. However, a study will need to be done first, hence this request to the CBC for \$30,000 to fund a master plan.

The CBC discussed that all the playgrounds will need to be evaluated, in the future.

DPW – Snow Blower (\$87.5K)

The CBC considered the process by which the snow blower was funded with several members agreeing that it effectively took the decision making out of the CBC's hand. Mr. Conte noted that this is not a good precedent - that it, in fact, dictates to the CBC how a specific amount of money must be spent. Mr. Kale explained that this was a request using one-time money (from the DPW) to fulfill a DPW need. Members made clear that in future requests for capital expenditures should come to the CBC to be vetted and assessed against requests from all town departments.

Straw Poll – (There is \$995K to spend.)

As is the CBC's custom, Chair Mahoney conducted a straw poll on the FY15 capital requests. CBC members responded Yes, No, or Maybe to each departmental request. The capital requests that garnered sufficient preliminary votes to fund are as follows:

DPW

Material Spreader	\$ 13,000
Central Fueling System Replacement	75,300
Pick-up Truck Replacement	37,380
Resurface Basketball Courts (Town Field)	25,000
Grove Street Master Plan	30,000

Police Dept.

CAD/Records Management Server	40,250
Fuel Tank Replacement & Overhaul	
Emergency Generator	20,000
Replace Livescan Fingerprint System	16,000

<u>Library</u>	
Elevator Repairs	75,000
Automatic Door Openers Installation	17,000

<u>Fire Dept.</u>	
Thermal Imaging Cameras Replacement	26,000
Shift Commander Response Vehicle	55,000

<u>School Dept.</u>	
IT Data Storage, Virtual Server & Disaster Recovery System	200,000

<u>Public Facilities</u>	
Security Camera System Integration Study	50,000
BHS Pool- Installation of Ultra-Violet Filtering System	40,000
BHS Pool – Ceiling Tile Removal, Painting & Fan Installation	40,000
System Wide Building Envelope	133,070
DPW Bldg. 4 Storage Shed Roof Replacement	37,000
DPW Main Bldg. – New Storefront & Door	15,000
High School Univents Rebuild/Replacement	50,000

These items total \$995,000. At the Committee's next meeting these allocations will be finalized pending new information or a change in members' thinking.

Capital Budget Expenditures: Discussion on Criteria

Chair Mahoney noted that this topic will be discussed when the CBC meets again on May 1, 2014 at 5:00 p.m.

Setting of future meeting dates

Thursday, May 1, 2014 at 5:00 p.m. (CBC final Vote for the June TM)

The CBC moved to adjourn the meeting at 6:55 p.m.

Respectfully submitted,

Rebecca Vose
Secretary