

MAJOR CAPITAL PROJECTS WORKING GROUP  
Selectmen's Meeting Room, Belmont Town Hall  
MINUTES OF September 22, 2017

2017 OCT 23 PM 2:01

Members Present:

Pat Bruschi, Floyd Carman, Phyllis Marshall, Anne Marie Mahoney, Roy Epstein, Jenny Fallon, and Mark Paolillo

Members Absent:

*Others in Attendance:*

Jay Marcotte, DPW Director; Mike Santoro, Assistant Director of the DPW; Budget Analyst Glen Castro; Kristen Olsen (SMMA); Assistant Police Chief MacIsaac; Police Chief McLaughlin; Gerry Boyle, Director of Facilities; Superintendent of Schools John Phelan; Gail Mann, Library Trustee; Craig Spinale, Light Department General Manager (Acting); Senior Planner Jeffrey Wheeler

The meeting was called to order at 8:35 a.m.

Chair Mahoney highlighted the key agenda items that need to be addressed at this meeting. She then turned to the following agenda topic:

**1. Draft Report from SMMA**

**A. Short Term Solutions for Police Station**

Chair Mahoney invited Ms. Olsen to the table. Ms. Olsen discussed the conduit and elevator issues, as they relate to the short-term Police Station option. Office space would need to be cut through (by the conduit) and this might displace employees. Office modular space, she said, has not been vetted, nor has using space in the basement. Whether or not the former Belmont Light space could be used, was not looked into. Chief McLaughlin said that modular units will impede the already limited parking availability at the site.

The MCPWG further discussed issues relating to the short-term Police station plan, e.g., elevator, conduit, sally port, parking, etc. Ms. Bruschi raised the issue of triggering ADA compliance at the station. Chief McLaughlin noted that there are several areas (the booking area, women's locker room) that absolutely need to be addressed now. Mr. Carman spoke to the Assessors' perspective on the property and its impact on the levy.

Mr. Epstein raised the sprinkler requirement exemption possibility, which Ms. Olsen confirmed. Chair Mahoney summarized the elevator placement options as well as the cost impacts. It was noted that Verizon (Mr. John Steeves) will need to weigh in on Verizon lines running in the front of the police station.

Ms. Fallon noted that she does not believe that it would be in the best interest of the town to move forward with the final solution for a new Police Station at this point -- and that the town should do everything it can to find a way to make the short term solution work.

## **B. Short-Term Solutions for DPW**

Mr. Marcotte and Mr. Santoro approached the table. Ms. Olsen mentioned the need to measure the existing building, get a HazMat evaluation, and do field design. She noted several costs associated with the schematic design, e.g., architecture, OPM, engineering, etc.

Mr. Carman noted that \$1.7M is a good estimate for the DPW upgrades. \$300,000 for both DPW and Police Station was the figure tossed around for the schematic design costs, roughly based on the Library's experience.

Ms. Brusch raised a question about ADA compatibility with regard to the accessibility of the men's and women's restroom(s). Ms. Olsen noted that there are some options (platform lift versus lowering the floor) and Community Development would need to weigh in. Ms. Brusch stated that anything new that is built (restroom-wise) will need to be accessible.

Issues relating to accessibility, ADA compatibility, cost estimates, and truck access were explored. Ms. Olsen will present some written estimates soon.

Ms. Olsen left at this point and the discussion continued.

Chair Mahoney suggested that short-term ballpark figures be put forth (for the STM). Ms. Brusch noted that costs are difficult to estimate. Estimates are based on what work will be done and there are many options on the table. Short-term versus long-term solutions and cost impacts were explored. The group agreed that the short-term plans are in the best interest of the town at this juncture. The AAB (Architectural Access Board) and its relationship to the short-term plans was touched on. Ms. Brusch said there is a history with the AAB and Belmont; she will explain that history at another time.

## **2. Special Town Meeting (STM) Warrant Articles**

Chair Mahoney stated that a short-term solution for the DPW article is ready to go, but the Police station short-term solution is still being fleshed out. Therefore, it is difficult to attach a cost to it. The group discussed the STM article wording for the DPW, noting that the number will be between \$100-200K. Phyllis requested an article description (for example: '*cost of schematic design for a short-term solution for the DPW at the existing location*') in time for the Board to vote on October 3. Ms. Brusch asked why the deadline is October 3? Could it not be the 16<sup>th</sup>? The deadline was discussed. Selectman Paolillo stated that the 16<sup>th</sup> affords ample time to vote the STM articles and get the Warrant out to Town Meeting members.

Mr. Epstein summarized that the MCPWG is asking at the STM for authorization to spend up to \$200K for a schematic design concerning the [DPW or Police Station] – with a definitive solution in mind for next spring. He then put forth other scenarios for [DPW or Police Station] upgrades. Ms. Brusch noted that additional funding for SMMA to continue its work may need to be identified.

The group discussed potential STM (November 13) articles:

- DPW schematic design
- Money to hire a consultant for a cost estimate

### **3. Ranking Priority of DPW, Police, and Library**

Chair Mahoney noted that funding and prioritizing go hand-in-hand. She asked if the recommendation should consider the political aspects or be based simply on the condition of the facilities?

The group discussed the timing and bundling of future debt exclusions, e.g., the Library, BHS, Police Station, DPW, etc. Various debt exclusion scenarios were explored. The scenarios hang to some extent on the question of when to do the Library: should the Library debt exclusion be bundled with the high school debt exclusion? put forward after the high school debt exclusion? placed before or after the DPW and Police work? Selectman Paolillo expressed support for bundling the Library and the BHS on the same debt exclusion. Ms. Brusch then suggested a priority order of: 1) short-term DPW/Police; 2) BHS; 3) Library; 4) long-term DPW/Police Station. Mr. Epstein noted that, if the short-term scenarios fly, that will buy about 10 years before having to fully do the DPW and the Police Station. However, this will not be known until the Spring. He suggested that the charge to the Library building committee must be clearly defined.

Ms. Marshall underscored that the schedule will need to be attended to, as these debt exclusions may need to be staggered. There is only so much construction and development that can take place at once throughout town. The schedule for borrowing as well as construction will be very important conversations. Mr. Carman spoke to the staging of the projects as well as the impact on the taxpayers. He put forth a staging scenario and noted that there are a lot of moving pieces that will need to be considered, e.g., the moving of students, bonding scenarios, and the need to fit in a potential operating override. He will write up and send out his brainstorm of dates to the MCPWG.

### **4. Planning for DPW Neighborhood Meeting, Public Meeting, and Possible Tours**

Chair Mahoney asked if in-person tours (of DPW/Police Station) made sense, before the STM? The group discussed hosting Open Houses to tour these sites, perhaps on the same day (a Saturday). Ms. Fallon suggested targeting the invitations to Town Meeting members.

## **5. Setting of Future Meeting Dates**

Next regular meeting: Friday, September 29, 2017 at 8:30 a.m. in Room 4 of Town Hall

DPW Neighbor Meeting: Thursday, September 28 at 7 p.m.

Resident Meeting: Thursday, October 19 at 7 p.m.

Chair Mahoney suggested posting meetings for the following:

Friday, October 13, at 8:30

Friday, October 20 at 8:30

Friday, October 27 at 8:30

Friday, November 3 at 8:30

## **6. Library Fundraising**

Ms. Mann noted that the fundraising goal has not been explicitly stated. She stated that the Foundation Board has not set up a specific timeline, a donor list is unknown, and a fundraiser has not yet been appointed. The Foundation Board is currently setting up the fundraising committees.

## **7. Minutes Approval**

Chair Mahoney noted that the following set of minutes will be voted on for approval when the group meets again next week: September 15, 2017.

The meeting was adjourned at 10:33 a.m.

Respectfully submitted,

Lisa Gibalerio,  
Minutes Recorder