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**BELMONT WARRANT COMMITTEE MEETING MINUTES
FINAL**

**JUNE 12, 2013, 7:30 P.M.
CHENERY COMMUNITY ROOM**

Present: Chair Lynch; Members Allison, Baghdady, Brusch, Dash, Epstein, Gammill, Grob, Helgen, Manjikian, Millane, Sarno; School Committee Chair Graham

Members Absent: Libenson and McLaughlin; BOS Chair Paolillo

The meeting was called to order at 7:33 pm by Chair Lynch.

Capital Budget Committee (CBC) – Major Capital Projects, Criteria and Priorities

CBC Chair Mahoney called the CBC meeting to order at 7:33 pm as well. CBC members Vose and Lougée were in attendance and also seated at the WC table.

Chair Mahoney provided some background information on the charge of the CBC. The group had been receiving requests to significantly improve the older facilities in town. It was decided that no further money could be put into these facilities. She listed the six buildings in question: the library, the police station, the pool, the Belmont High School, the DPW, and the White Field House combined with the rink.

The CBC has representation from the major committees/boards across town (School Committee, Board of Selectmen, Planning Board) and decided to create some criteria for prioritizing the six major projects. She explained that the CBC created a list of questions under seven categories (which are placed in a deliberate order) that would help establish priorities:

- core mission
- usage
- safety/condition
- cost
- synergy
- scope and siting
- new construction vs. renovation.

The goal, she said, was to create objective criteria that would help establish a priority order for the six remaining projects.

The WC made observations and asked questions. Member Allison asked how the criteria will be weighted. CBC Chair Mahoney said that the first criteria seem most important, but that a thorough weighting discussion has not happened yet. Member Sarno noted that the criteria affect each other, and that a successful project evaluation would likely require several iterations. Chair Graham observed that some of the questions seem objective and

some seem more subjective. How will this be addressed, she inquired. CBC Chair Mahoney agreed that some are more subjective than others.

Member Grob noted that the language of some of the questions can be broadly interpreted by a changing membership of CBC members. Chair Mahoney said that there is an element of subjectivity that enters the process, but that categories should help remove advocacy from the conversation.

Member Dash said that each of these six projects could be interpreted as being a part of the town's core mission. Member Helgen noted that some projects are mandated, while others could be deemed discretionary or nice to have. She added that usage is one element that could change if a building is new and improved. Regarding synergy, Member Helgen said that multi-use of facilities is an important concept. She asked how regionalization and technology could impact a proposed project.

CBC Chair Mahoney said that synergy and multi-use have been requested in the past (e.g., when the Chenery was being built) and the answer has been no. CBC member Vose said that this document is a tool for the Selectmen to use as they see fit. The Selectmen, she said, have asked the CBC to create a process for rank ordering. This will require a lot of data gathering, she said, and this is a subjective process.

Member Gammill offered that the CBC will need to push hard to get the synergy viewpoint out there. This process may require more than one weighting scheme, he noted.

Chair Mahoney said that the data will speak for itself, regardless of weighting. Some projects will naturally rise to the top as the process is undertaken. Member Millane asked if any of the six projects would qualify for outside funding. Everything but the DPW and the Police Station may be eligible for some kind of funding or grants. Member Grob said that valuable pieces of information will surface as long as no judgments are declared about the projects.

Chair Lynch thanked the CBC for presenting the document.

Council on Aging (COA) Revolving Account

Mr. Kale said that the WC's suggestions concerning revolving funds have been discussed. He said that \$75K is the amount for the current fiscal year that is being requested for the COA.

Member Allison said that the expenditures exceeded the agreed-upon limit in the COA budget. She said it is important to see why the limits were exceeded. Mr. Kale replied that the limit was established last spring and did not anticipate the membership that actually occurred. The revolving accounts will – going forward – be reviewed monthly. The estimates, he said, are projected in good faith, but are subject to change based on activity levels. The Town Accountant will monitor this as well.

The WC discussed several issues concerning the COA revolving account request. Member Epstein asked about the accounting controls regarding revolving funds. Mr. Kale explained that the activity level of the programs will be closely monitored. Member Manjikian asked what would happen if the WC did not approve the request. Mr. Kale wondered what purpose it would serve to not support a request? The role of the “Friends of the COA” – under these circumstances – was explored.

Member Allison said that the program revenues are not growing at the same rate as the revolving fund expenditures (as was noted by Member Helgen last week.) This, she said, is concerning. Mr. Kale said that, in the aggregate, the revenues support the expenditures.

Chair Lynch requested that the WC receive the monthly update report.

Member Grob moved: Favorable action on the request.
The motion passed with 12 in favor and one opposed.

Minuteman Update

Chair Lynch said that a revised Minuteman District Agreement has been discussed. He explained some of the details of the changes as well as the formula. The appointment of representatives has been discussed. Rolling enrollment, weighted voting, a withdrawal process, and capital bonding are issues also under discussion, he said.

Approval of Minutes

The minutes of 6/3/13 were approved, with two abstentions.

The minutes of 5/29/13 were approved. with one abstention.

The minutes of 5/23/13 were approved, as amended, with one abstention.

The minutes of 5/22/13 were approved, as amended, with two abstentions.

The minutes of 5/15/13 were approved, as amended, with three abstentions.

The minutes of 4/24/13 were approved, as amended, with four abstentions.

WC Survey

Chair Lynch distributed a WC survey for members to fill out and pass in.

Updates: Board of Selectman, School Committee, Planning Board

School Committee: SC Chair Graham noted that the SC passed the budget. She said the finance subcommittee is plowing through old budgets to help form projections for the future.

Planning Board: Member Baghdady noted that during the next year the PB will need to work on a medical marijuana by-law, a demolition delay by-law, and changes to residential zoning by-laws – which regulate the construction of over-sized two family homes on lots previously containing a single family home. A final Cushing Village special permit and site plan review decision will likely be made soon.

Public Contributions

There were none.

Adjournment

Member McLaughlin moved to adjourn at 9:11 pm.

Submitted by Lisa Gibalerio
WC Recording Secretary