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**MINUTES  
TOWN OF BELMONT  
CAPITAL BUDGET COMMITTEE  
Town Hall Conference Room 4  
Thursday, April 12, 2018  
8:00 AM**

**I. CALL TO ORDER**

A regular meeting of the Capital Budget Committee (CBC) was called to order at 8:03 a.m. by Chair Anne Marie Mahoney.

Members Present: Chair Mahoney, M. Patricia Brusch, Jenny Fallon (WC) Stephen Pinkerton (PB), Rebecca Vose, Susan Burgess-Cox (SC) [arrived at 8:10] and Mark Paolillo (BOS) [arrived at 8:28].

Patrice Garvin, Town Administrator  
Glen Castro, Budget Analyst

Chair Mahoney began by reviewing the agenda, which concerns discussing the capital budget requests of the Library and taking a straw poll of FY2019 capital requests.

**Library**

Library Director Peter Struzziero and Library Trustee Mary Stearns made a presentation to the CBC. First, Mr. Struzziero explained that the Library has withdrawn its funding request for a book drop awning. The automatic door lock project is the remaining security upgrade of the three that the Police Department has advised the Library to complete. This system will lock all doors automatically at closing. Currently the cleaning crew lock doors individually, which takes time and allows patrons to continue entering the Library after closing time. This makes the process of emptying the Library much longer than necessary and poses security risks. The system provides a button for locking all doors simultaneously. Mr. Struzziero reported that as part of its ongoing efforts at maintaining security the Library is conducting lock-down training for all staff in May.

The second Library request is for funds to complete the second phase of the lighting retrofit program. This work will make existing light fixtures brighter and more energy efficient. Phase one was funded last year but the work has not been undertaken because the Town has been without a Facilities Director. Mr. Struzziero would like both phases to be done at the same time. Mr. Pinkerton suggested that there may well be some savings if they are done together.

**Capital Budget Turn-Back List**

Chair Mahoney reported that she, Mrs. Brusch and Ms. Garvin had met to review capital projects

for which turn back funds can be captured for expenditure on FY19 capital projects. The turn-back amount that their review identified at least preliminarily is \$102,463.66. Ms. Garvin plans to do more research on certain projects and may identify additional turn-back amounts. She promised to report back to the CBC on what she finds.

### **Straw Poll on Capital Budget Requests**

Chair Mahoney reminded committee members that this year's capital budget must fund one-half of the fire station repairs. The Committee discussed the voting process given that there is some uncertainty about the exact amount of money available for capital projects this year. Another factor that will influence voting is the number of projects funded last year that remain incomplete or not even begun due to vacancies in the Facilities Department, including the directorship.

There was general discussion about delaying the funding of a new ladder truck for the Fire Department, which will affect the replacement program Chief Frizzell has in place. Many member agreed that this delay is necessary in a year when the Town has so many critical capital needs and limited funds to spend.

Under the direction of Chair Mahoney, the Committee then took up this year's requests line by line and polled members individually on each item. There was discussion during this process of the town/ school security projects that have been funded but not yet undertaken or completed. Mr. Paolillo felt strongly that these projects should be prioritized by the new Facilities Director and that any security projects in the FY20 capital requests should be funded. The underground vehicle fuel tank replacement at the DPW yard generated discussion about how to find money to fund this large project.

### **Approval of Minutes**

The minutes of March 29, 2018, and April 5, 2018, will be voted on at the next CBC meeting.

### **Setting of Future Meeting Dates:**

Thursday, April 25, 2018 at 8:00 a.m.                      Final Vote

The CBC moved to adjourn the meeting at 9:37 a.m.

Respectfully submitted,

Rebecca Vose, Secretary