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**MINUTES
TOWN OF BELMONT
CAPITAL BUDGET COMMITTEE
Town Hall Conference Room 4
Thursday, March 7, 2019
8:00 AM**

Call to Order

A regular meeting of the Capital Budget Committee (CBC) was called to order at 8:08 a.m. by Chair Anne Marie Mahoney.

Members Present: Chair Mahoney, M. Patricia Brusch (left at 8:21 and returned at 9:20), Jenny Fallon (WC), Karl Haglund (PB), Susan Burgess-Cox (SC), Mark Paolillo (BOS) (arrived at 8:24), Rebecca Vose

Also Present: Glen Castro, Budget Analyst; John Marshall, Assistant Town Administrator; John Phelan, Superintendent of Schools; Anthony DiCologero, Director of Finance, Business and Operations for Belmont Schools; and Steve Dorrance, Director of Facilities

Chair Mahoney began by reviewing the agenda.

School Department Overview

Mr. Phelan began with an overview of the educational and instructional practices and models for the new 7-12 school and the upper elementary school (current Chenery). He touched on what each school will feel and look like, and how it will operate. He reviewed two broad categories of needs, what he called the “people” piece as well as the “bricks and mortar” piece. He briefly reviewed what would be needed at the elementary level, as well.

Ms. Fallon noted that long-range fiscal placeholders will be helpful for the CBC for planning purposes. The town, she explained, is making an effort to plan for its capital expenditures. Chair Mahoney added that the CBC is aware that the Butler School is aging and will need upgrading at some point in the not-too-distant future.

Mr. Phelan then reviewed how the School Department is planning for needed furniture, technology, and overall educational materials. He noted that the school-based activities will require more funding as enrollment rises.

School Department Capital Requests

Mr. Phelan and Mr. Dorrance began, in answer to Ms. Fallon’s question, with an overview of school security needs, e.g., door locks, security camera integration buzz-ins, monitors, etc. Mr. Paolillo said that security across the district needs to be a priority. Mr. Dorrance noted that a long-range district security plan is necessary with regard to both overall planning and funding the

such a plan. Mr. Phelan noted that some of this (school monitors, for example) will impact the operating budget as well.

Mr. Phelan and Mr. Dorrance reviewed a list of capital requests for each of the schools, beginning with Butler. Mr. Dorrance noted what was code related, and what was comfort related. He spent some time explaining the boiler requests and raised the issue of the deteriorating exterior wood at the Wellington. The total of the requests comes in at over \$2 million.

The CBC discussed the potential role of the Facilities Department on various building committees. Some issues that might have been identified by knowledgeable staff and ameliorated in the planning stage have arisen on building projects and cost the Town money. Mr. Dorrance presented instances where possibly avoidable problems in Town buildings exist. Ms. Fallon noted that, to have the Facilities Department oversee building projects will require adding staff to the Facilities Department, which impacts the operating budget. Members agreed that having a Facilities representative on building committees is worth considering.

Mr. Dorrance outlined what additional Facilities staff would be helpful, and the money that it could potentially save with regard to building projects and operating budgets.

Facilities Department

Mr. Dorrance then answered questions about capital requests on the town side, especially the fuel tank replacement at the DPW. Ms. Vose raised the issue of the need for a new pumper truck. She asked if this item could be shared with another town (regionalize)? The CBC explored this topic briefly.

Mr. Paolillo suggested that the list of requests needs to be prioritized, in terms of safety first. Perhaps some of these items need to come from free cash, or perhaps, he said, they can be bonded. He said he will raise this issue with the Board of Selectmen at its next meeting on Monday.

Mr. Dorrance then reviewed his department's need for a second vehicle. With one vehicle, he can deploy staff to just a single location. With a second vehicle (a hand-me-down from another department would be most welcome), he can attend to work orders/repairs more efficiently.

The CBC again discussed the need for additional capital budget funding, e.g., a free cash infusion, the need for bonding certain items, and potentially adding a Capital Budget allocation to the next override.

Approval of Minutes

The minutes of February 28, 2019 were approved with one abstention.

Setting of Future Meeting Dates:

Thursday, April 4, 2019 at 8:00 a.m. (straw poll)
Thursday, April 11, 2019 at 8:00 a.m. (CBC votes)

The CBC moved to adjourn the meeting at 9:58 a.m.

Respectfully submitted,

Rebecca Vose, Secretary