

**MINUTES
TOWN OF BELMONT
CAPITAL BUDGET COMMITTEE
MEETING BY AUDIO AND VISUAL REMOTE ACCESS AND BY TELEPHONE
Thursday, February 5, 2021
8:00 AM**

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: February 26, 2021
TIME: 11:29 AM

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 by Audio and Video Remote Access: Chair Mahoney, M. Patricia Brusch, Tom Caputo (SB)[until 9:30], Amy Checkoway (SC)[until 9:30], Jenny Fallon (WC) and Rebecca Vose; and Susan Burgess Cox, Liaison to the Planning Committee

Also Present: Jon Marshall, Assistant Town Administrator; Jay Marcotte, Director of DPW and Acting Director of Facilities; Mike Santoro, Assistant Director of DPW; and Anthony DiCologero, Director of Finance, Business & Operations, Belmont Public Schools

Approval of Minutes

Approval of the draft minutes of the CBC's January 28, 2021 meeting was deferred to the February 10th meeting.

Facilities FY2022 Requests

Mr. Marcotte with the assistance of Mr. Santoro has been acting Director of Facilities since the resignation last year of Steve Dorrance. This is in addition to his responsibilities as Director of DPW. Mr. Marcotte began by explaining that with two exceptions the FY22 requests were made in FY21 but unfunded.

- 1.) Work Truck - \$53,000
Facilities has only one truck hobbling staff members' ability to attend to repair and maintenance jobs around town. A second vehicle will increase the department's efficiency. The plan is to pass down to Facilities a decommissioned DPW truck that has been replaced with a new model.
- 2.) Butler Window Replacement Phase IV - \$225,000
This project is phased over two (2) years and includes envelope repointing and resealing. Members noted that other window work at Butler was funded in prior fiscal years so before this project is green-lighted it is necessary to confirm from the turn back list that the earlier work is complete.
- 3.) CMS Cafeteria A/C Replacement - \$48,000
There are 4 compressors at CMC. This request is to replace one of them. Members asked Mr. Marcotte to determine and report back whether this system both heats and cools the cafeteria and if it serves other spaces in the building. Mrs. Brusch explained that when

the Chenery was built, the thinking was that the cafeteria would serve as shelter space for the Town. For a variety of reasons, some regulatory, this plan was never implemented. Spaces in other Town building serve as shelters, e.g., the Beech Street Center is used as a cooling refuge in hot weather, so it may not be necessary for the CMS cafeteria to be air-conditioned. If it is determined that this project needs to be completed, the Committee also needs to know if one compressor has been replaced already and if it is feasible to phase this project.

4.) Burbank Secure Vestibule - \$46,963

This would create an access controlled secure vestibule with full view cameras and two-way communication with school staff. Inner and out wood doors will be replaced.

Members agreed that until the Town has an in-house professional to manage sophisticated security systems of the type proposed here, this project is premature.

5.) Winn Brook Secure Vestibule - \$54,671

This is substantially the same project as that proposed for Burbank.

6.) Burbank Carpet Replacement - \$98,006

This will replace carpet at Winn Brook, Butler and Wellington. The definition of capital expense that the CBC uses exclude items such as carpet, which is an operating expense.

7.) Wellington Exterior Paint Remediation - \$150,000 in three phases

The exterior of the Wellington is Ipe, a wood, which has been damaged by vehicles bumping into the building. To repair the damage and preserve the integrity of the surface of the Ipe, the Town has been advised the Ipe should be stained.

8.) Building Management System (BMS) Upgrades at four (4) Town buildings - \$122,000

The BMS software for Burbank, Butler and Winn Brook needs to be updated. BMS controls will be added at Town Hall.

9.) CMS Roof Replacement - \$2,299,150 in two phases

The roof is almost thirty years old, is past its useful life and is leaking.

The Committee discussed bonding the CMS roof project as well as other major maintenance projects at the middle school. Town Treasurer Floyd Carmen is joining the CBC's next meeting to discuss this possibility and the town's current bonding capacity.

Mr. Marcotte will update cost estimates for the Facilities projects to ensure the CBC has this information for its deliberations.

DPW FY2022 Requests

Mr. Marcotte and Mr. Santoro presented the requests for DPW.

1.) #74 10' Material Spreader - \$26,265

This primarily spreads salt and sand and attaches to a snowfighter, so it sees use under very harsh conditions. The frame is rotting through. This is one of three (3) units. The DPW replaces one of them every ten (10) years.

2.) #106 19,000 GVW Dump Truck - \$71,155

The current vehicle is a 2005 F450. The repair costs for the last four (4) years total over \$22K. The engine is in danger of imminent failure.

3.) Toro 10' Riding Mower - \$85,330

This is a request that has come before the CBC for the last few years. DPW's Parks Division will be responsible for maintaining the grounds of the new high school. A larger mower will be purchased with money from the BHS FF&E budget; however, this small mower is required for smaller, tighter areas both at the high school and other green spaces around Town.

Enterprise Funds

The Committee discussed generally Enterprise Funds requests with Messrs. Marcotte and Santoro, but these do not require the approval of the CBC. There is a new truck requested from the Sewer Fund, which when delivered will allow for an older model truck to be passed along to Facilities.

Updates

Chair Mahoney reported that Nava Niv-Vogel, Director of the Beech Street Center, has secured a matching state grant for a new COA vehicle. The Town's share is 10% of the cost, roughly \$10K. Mr. Marshall also reported that the Town has received a grant for \$42K for upgrading the phone network infrastructure. He will revise the amount requested by the IT Department to reflect the amount of the grant.

The heating systems at the three (3) oldest elementary schools need serious attention. Work has been done to them over the last several years, but work remains to be done. Mr. Marcotte will be applying for a Green Grant to defray some of the expense.

The Police Department will begin moving from the trailers back into the renovated station the week of March 8 according to Chair Mahoney.

Mrs. Brusch related that the high school building is on time and on budget. Come next Labor Day, students will be at their desks in the new BHS. Demolition of the old building will have begun by then, with the expectation that by Fall 2023 the 7th and 8th grades will be in their new building.

Next Meeting

February 10, 2021 at 8:00 a.m. with Town Treasurer Floyd Carman and Glenn Clancy, Director of Community Development

The CBC moved to adjourn the meeting at 9:50 a.m.

Respectfully submitted,

Rebecca Vose, Secretary