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**MINUTES
TOWN OF BELMONT
CAPITAL BUDGET COMMITTEE
Town Hall Conference Room 4
Thursday, March 20, 2014
5:00 PM**

CALL TO ORDER

A regular meeting of the Capital Budget Committee (CBC) was called to order at 5:04 p.m. by Chair Anne Marie Mahoney.

Members Present: Chair Mahoney, Patricia Brusch (Warrant Committee), Anne Lougée, (School Committee), Andres Rojas (Board of Selectmen), John Conte and Rebecca Vose (both Moderator Appointees).

Members Absent: Michael Battista (Planning Board).

Also Present: David Kale, Town Administrator; Fire Chief David Frizzell; Assistant Fire Chief Angus Davison; Police Chief Richard McLaughlin; Maureen Conners, Library Director; Mary Keenan, Library Trustee; and Gerald Boyle, Director of Facilities.

Fire Department Capital Request Presentation

Chief Frizzell began by stating the two new trucks, a Pumper and a Ladder, have been ordered and will hit the production line soon. He described the production and bid process. The new trucks will arrive in Belmont sometime between July and September. The entire ordering and outfitting process, he said, involved many in the Fire Department. Chief Frizzell also touched on the fiber optic upgrade, noting that some cost savings is expected.

Regarding the Public Safety Lease Payment plan, Chief Frizzell said that this is the third of a 5-year lease purchase cycle. He touched on the program his department began last year to set aside \$57K annually from Advanced Life Saving (ALS) receipts to fund replacement of an ambulance and a monitor. These funds will be accumulated for five years, which is the expected life of a front-line ambulance. The current ambulance would then become the back-up vehicle.

Request #1: Two Thermal Imaging Cameras: This is a request to fund the replacement of two additional cameras, as three are about to be replaced from last's year CBC budget. He and Assistant Chief Davison explained the technical benefits of the new cameras. They noted that buying five cameras (three from last year, and two this year) at the same time saves some money. The manufacturer's warranty is for five years but the cameras should last up to 10 years.

Request #2: The Shift Commander Response Vehicle \$55K. The chief explained the cycle and phasing of department vehicles. Retired vehicles are traded in.

Request #3: Spill Response Trailer. This is an item that the department would ideally like to

have, dating back to the Burbank oil spill. He explained the benefits of having this vehicle, especially to prevent contamination near bodies of water. Sharing this piece of equipment with another community was discussed. The chief further explained why sharing was infeasible.

Police Department Capital Request Presentation

Chief McLaughlin began with the first request.

Request #1: Replacement of the CAD/Records Management Server (\$40,200). This would upgrade the existing hardware and software. He explained the software package, noting the benefits of upgrading the system. This system cannot be part of the Town's server but the chief did consult with David Petto, Director of Technology, to ensure system compatibility to the extent possible. The warranty for the server would be for about 5 years.

Request #2: Replacement and Overhaul of the Generator and Fuel Tank (\$20,000). Chief McLaughlin explained that the generator needs to be replaced and/or overhauled at this time. The equipment is close to 20 years old. The vendor will remove and dispose of the existing equipment as part of the purchase price.

Request #3: Replacement of the Fingerprint Life-Scan System (\$16,000). The existing system is now outdated and needs replacing. The life expectancy of the new system would be about 5-7 years. The issue of working an item like this into the department's operating budget was discussed.

The CBC briefly discussed its funding ability in the face of the recurring technology-based items. Mr. Kale mentioned having a capital revolving fund within various departments.

Request #4: Traffic Speed Trailer (\$16,000). Chief McLaughlin explained that this signboard is for motorist awareness regarding speeds but can also serve as a message board. The portability of the trailer makes it a valuable tool for relaying information to drivers all over town. Its life expectancy is at least 10 years. Member Bruschi suggested that this could be a potential PILOT (Payment in Lieu of Taxes) donation from a tax-exempt organization.

Chief McLaughlin reminded the Committee that the antennae site equipment (radios transmitters) will need to be replaced in the near future. He provided some rough estimates for doing this, noting that he will provide more up-to-date numbers soon.

Library Capital Request Presentation

Ms. Conners began with the elevator.

Request #1: Elevator Upgrade (\$75,000). This was originally a much larger request to replace the elevator. However, she consulted with Mr. Boyle about the possibility of other solutions to its chronic breakdowns. This happens on average 6 times a year, keeping it out of service for long stretches. There have been several instances of people being stuck in the elevator raising serious

safety worries. Mr. Boyle proposed a substantial upgrade of components, which will improve the elevator's reliability significantly and extend its life for 5-10 years. Mr. Boyle provided more specifics on the upgrade.

Request #2: Reconfiguration of the Children's Department (\$513,244). Ms. Conners explained that this department no longer can serve patrons adequately in its existing space. To expand the room an interior wall would be taken down and librarian workspace will be moved to Technical Services down the hall. The topic of ADA compliance was raised. Mr. Boyle explained that this project will not trigger ADA compliance for the whole building, but the space that is being renovated would need to comply.

Member Vose asked about adding other library areas to the Children's Room. Member Brusch asked about the Library state assistance funds. Ms. Conners said she would check into the figure, but that she thought it was about \$100K.

Regarding a new library, Ms. Conners said that Belmont will need to wait for a new grant round (2016-17). The site, she said, would need to be on the existing site, since all other possibilities were exhausted. This possibility will need to be further vetted with the Financial Task Force's (FTF) Capital subcommittee. The site for a new/renovated library was discussed.

Request #3: Ground Floor Door Openers (\$34,070). The Library's exterior doors on the ground floor are not handicap accessible. This request is to install push plate or post style automatic door openers, similar to those at the Homer Building. This was an estimate from 2011 and when updated recently it was closer to \$30,000.

The CBC briefly discussed the Library Trust Funds. Member Brusch provided some background information.

Approval of Minutes

The minutes of March 14, 2014 were approved with one abstention.

Updates and New Business

Chair Mahoney noted that the FTF will meet again next week. TM will be May 5 and 7, and on June 2, 4, 9, and 11.

Next Meetings:

Friday, April 4 at 8:00 a.m. (DPW and Community Development).
Thursday, April 10 at 5:00 p.m. (straw poll and CBC budget criteria)

The CBC moved to adjourn the meeting at 6:36 p.m.

Respectfully submitted,

Rebecca Vose
Secretary