

## Comprehensive Capital Budget Committee

### MEETING MINUTES

Friday, April 7, 2023

Location – Remote Meeting on Zoom

**RECEIVED  
TOWN CLERK  
BELMONT, MA**

DATE: May 19, 2023

TIME: 8:25 AM

**Members present:** Aaron Pikcilingis, Larry Link, Melinda Huang, Claus Becker, Chris Doyle

**Members absent:** Susan Burgess-Cox, Pat Brusch, Mark Paolillo, Catherine Bowen

**Other attendees:** Jennifer Hewitt, Belmont Assistant Town Administrator; David Blazon, Belmont Facilities Director

*[Chair Chris Doyle called meeting to order at 7:37am]*

[Jennifer Hewitt joined the meeting at 7:39am]

### Agenda

1. Minutes
  - a. No minutes to review
2. Rink Vote, if necessary
  - a. Discussion: Recommending favorable or unfavorable action regarding whether Town Meeting should approve the debt exclusion; whether we should wait to take this vote
    - i. C. Becker noted importance of timeliness of starting projects to avoid increasing construction costs
    - ii. L. Link notes that using the surface beneath ice for other purposes may require additional investments to provide appropriate surface
    - iii. J. Hewitt clarified that Town Meeting will vote on the debt exclusion during a Special Town Meeting on May 3rd
    - iv. J. Hewitt provided details about the costs of renting ice time during construction -- the Superintendent has estimated a cost of \$119,000 for the high school hockey program. No funding source has been identified to date (it is not included in the building cost estimate because it is not a bondable expense).
  - b. We will take a vote on our recommendation on April 28th
    - i. Discussion: philosophical considerations about voting as a member of the CCBC versus as a citizen versus as a Town Meeting Member
3. CCBC Report updates
  - a. Discussion of the sections we are each working on and specific needs
  - b. C. Doyle working on introduction section
  - c. M. Huang and C. Becker will work to provide charts for the project list that C. Doyle will need for a presentation to the Warrant Committee next week
  - d. A. Pikcilingis provided an update on the conclusion section
  - e. **A. Pikcilingis will review past CBC reports and TMM warrants for guidance on this report and the materials we will create for Town Meeting.**

- f. **A. Pikilingis will connect with J. Hewitt to align the section on recommended policy changes with the current and planned actions to change policies**
  - g. Discussion of the report sections on future years (years 2-5 and “out years”)
    - i. The details for beyond year 5 can lack detail because we are not expected to have this detail yet and have not done the research to support more detailed estimates
    - ii. This is true for estimating the future capital funding available in each year as well as the costs of projects and their costs & timing
    - iii. **J. Hewitt will confirm that the latest version of the project lists is uploaded to the shared drive**
- 4. Tentative capital project list and Funding FY25-FY28
  - a. J. Hewitt explained that Facilities Director David Blazon had changed his thinking on the school security cameras, hoping to move the timetable up to fund the complete project in year one (as opposed to splitting it over two years) because the current systems are failing. One possible way to enable this would be to bond the complete cost of the pumper truck rather than paying cash for some of it
    - i. Discussion about making this change, considerations, timing
    - ii. Review the blended rankings and discussion about other projects that might be moved to future years to support this change
    - iii. *[David Blazon joined the meeting at 8:39am]*
      - 1. David explained his rationale for shifting the timing for this request
      - 2. Proposal is to fund the system platform and cameras at the schools in FY24, then fund \$200k for the cameras for town buildings in FY25
      - 3. L. Link clarified whether there is a need to purchase all equipment together to ensure compatibility (there is not)
      - 4. *[D. Blazon left the meeting at 8:54am]*
      - 5. C. Becker **Motion that we fund the security camera platform and cameras for schools for \$330,000 in FY24 and increase the amount bonded for the pumper truck from \$625,000 to \$785,000**
      - 6. Second: A. Pikilingis
      - 7. Vote (5-0 in favor)
- 5. CCBC Guidelines Review
  - a. *[C. Doyle shared the document COMPREHENSIVE CAPITAL BUDGET COMMITTEE DRAFT GUIDELINES FY23]*
  - b. C. Doyle reviewed the proposed guidelines
  - c. Discussion of details of how our guidelines recommend capital funding from within levy debt and other sections of the funding guidelines
  - d. **J. Hewitt will review the proposed funding guidelines and provide recommendations for changes**
- 6. Capital Stabilization Fund proposal
- 7. Spring calendar & key dates

- a. C. Doyle will present to the Warrant Committee on 4/12/2023
- b. C. Doyle will present to the Select Board on 4/24/2023
  - i. This is when we will report out on our final project list
  - ii. **We will finalize our report to the Select Board and Town Meeting in May**
    - 1. **Each member should complete a draft version of their assigned sections by Wednesday 4/12/2023**
- c. Capital Committee Report and votes will be taken up during the June session of Annual Town Meeting
- 8. Updates from other committees & public comment
  - a. **A. Pikilingis will share a copy of the CPC report with C. Doyle to distribute to committee members**

*[Meeting adjourned at 9:08am]*

*Motion: L. Link*

*Second: C. Becker*

*Accepted by unanimous consent*

**Scheduled Upcoming meetings:**

Friday April 28, 2023 at 7:30am (virtual only)

**Tentative future meetings:**

Friday May 5, 2023 at 7:30am

Friday May 12, 2023 at 7:30am

*Minutes prepared by Aaron Pikilingis*