

DATE: February 7, 2023
TIME: 3:06 PM

Comprehensive Capital Budget Committee

MEETING MINUTES

Friday, January 13, 2023

Location – Remote Meeting on Zoom

Members present: Pat Brusch, Aaron Pikcilingis, Adam Dash, Larry Link, Catherine Bowen, Melinda Huang, Chris Doyle, Susan Burgess-Cox

Members absent: Claus Becker

Other attendees: Jennifer Hewitt, Belmont Assistant Town Administrator; Jay Marcotte (DPW Director); Mike Santoro (DPW), Glenn Clancy (Office of Community Development)

[Chair Chris Doyle called meeting to order at 7:33am]

Agenda

1. Minutes
 - a. No minutes to reviewed
2. Meet with Public Works Department
 - a. DPW - 24-01 Sidewalk Maintenance
 - i. Increases for the future should be an annual increase of 2.5% unless we apply an additional increase - **J. Marcotte will do this math and include it in an updated request**
 - ii. Discussion about the timing/planning of sidewalk and how it interplays with road repair plans
 1. G. Clancy: uses the sidewalk assessment plan in coordination with his road paving plan to determine whether there are sections of sidewalk that should be repaired at the same time
 2. Sometimes there is funding available in the pavement management budget for sidewalk repair (as part of a road project)
 3. G. Clancy will request a survey for the entire town's roads. The results of this survey may reveal that there is no longer budget support for sidewalks in the pavement budget
 4. J. Hewitt notes that the current setaside for sidewalks is not sufficient -- by a wide margin -- to meet the backlog for repairs
 5. K. Bowen notes that our current policy should require addressing sidewalks in our pavement program
 - a. G. Clancy notes that decisions about utilization of roads and sidewalks come from the Select Board
 - iii. C. Doyle suggests changing this request to show our need vs. the policy-determined budget
 - b. DPW-24-02 Shade trees
 - i. J. Marcotte - "Trees are infrastructure" and should be managed the way we manage other town infrastructure - \$50k is a start and specific to tree planting (separate from tree management operating budget of \$350k)

1. Normally there is ~\$15k in the budget which covers 50-60 trees
2. J. Marcotte: They have shifted to buying locally -- Wagon Wheel -- at \$300 to \$400 a tree (these are older trees than we used to get that have a higher survival rate). This includes installation by Wagon Wheel (\$200 a tree, including a 1-year survival guarantee).
3. J. Marcotte explains the tree management process as managing risk -- trimming or removing trees
- ii. J. Marcotte provided an overview of the commemorative tree program
- c. DPW-24-03 Future Snow Equipment
 - i. M. Santoro provided a historical overview, describing how they convert our old dump trucks after 15 years into snow-fighters that work for another 10 years
 1. Costing \$40-50k for the conversion vs. \$400k for a new snow truck
 - ii. **J. Marcotte will share the list of vehicles they have**
- d. DPW-24-04 Parks Equipment (mowers, etc.)
 - i. C. Doyle asks about projected needs for future years -- how much have we spent per year on equipment?
 1. **J. Marcotte will provide a rough number**
 - ii. Question about possibility of electric equipment:
 1. J. Marcotte: Electric mowers do not have sufficient capacity for their needs (e.g., ball fields)
 2. They will continue to research this as the electric equipment continues to improve
 - iii. Aeration equipment question
 1. J. Marcotte: Our fields are used too much to really take care of them -- they are looking at developing policies to take better care of the fields
 2. Is this an opportunity to share equipment with neighboring communities?
- e. DPW-24-05 - \$78k/year for two years - for two Dump trucks
 - i. J. Hewitt: The perpetual care fund has \$110k, not enough to cover this (we use some perpetual care funds, which are controlled by the Cemetery Board of Commissioners, are used to support the operating budget)
 - ii. Equipment is shared across departments regularly
- f. DPW-24-06 Sidewalk Assessment
 - i. Previous assessment was 2017
 1. **J. Marcotte will try to find the related presentation from 2017 and send it to CCBC members**
 - ii. C. Doyle clarifies the decision to not use paving program funds for sidewalks
 1. G. Clancy provided an overview of the history of pavement program, including details of the previous decision (2008) not to repair sidewalks and curbing when repairing roads

- a. Updated in 2017 to add selective sidewalk repair
 - b. This is ultimately a policy set by the select board
 - iii. A. Pikilingis asks whether missing sidewalks are included in the assessment and consideration for repair/replacement
 - 1. J. Marcotte: Yes, it will indicate the missing sections
 - 2. G. Clancy notes some considerations and that there isn't a formal policy to install sidewalks where they are missing
 - 3. To do: CCBC volunteer to draft a history of the sidewalk management program**
- 3. Meet with Community Development Department
 - a. CD-24-01 - Pavement management
 - i. Discussed above in the context of the sidewalk requests
 - b. CD-24-02 - Incinerator Capping
 - i. Could the costs of capping be built into the project costs?
 - 1. G. Clancy: The post-closure uses will be through Belmont Light, up to Belmont Light to determine the best use (they are currently working to make this determination)
 - 2. The Landfill Stabilization fund does not have sufficient funds to cap the site. Possible solutions to addressing the gap:
 - a. Belmont Light may pay for the gap
 - b. Town may find it in the existing budget
 - c. Dedicated debt exclusion
 - ii. Are the costs of monitoring a capital expense?
 - iii. C. Doyle: When are these costs likely to arrive?
 - 1. G. Clancy: Probably year 5-8
 - 2. Should move this from "Beyond FY28" to FY27?
 - 3. J. Hewitt - suggests this should be listed as TBD for now while we wait to learn more about the project and timing
 - a. G. Clancy: It's possible the Department of Environmental Protection could decide it's time to cap it at any time, which presents a significant risk
 - 4. Continued Discussion: The constraints, timing, process, funding sources for covering the costs
 - c. CD-24-03 - Various intersection interventions
 - i. G. Clancy - Provided an overview of the Mill St., Winter St. intersection project and process as well as the "Grove Street Corridor" (from Huron to Belmont St.) project and the difficulty of balancing competing interests
 - ii. This is intended to put on the CCBC radar the various needs we have relating to transportation
 - iii. J. Hewitt notes state funding that is available to us through various legislative bills and provides a brief overview of the process of using those funds
 - iv. Discussion of prioritization among the various projects

- [Meeting adjourned at 9:33am, moved by unanimous consent]*

Scheduled Upcoming meetings:

- 1/20 at 7:30am
- 1/27 at 7:30am

Minutes prepared by Aaron Pikcilingis