

## Comprehensive Capital Budget Committee

### MEETING MINUTES [REVISED]

Friday, January 27, 2023

Location – Remote Meeting on Zoom

**Members present:** Pat Brusch, Aaron Pikcilingis, Adam Dash, Larry Link, Claus Becker, Chris Doyle, Susan Burgess-Cox

**Members absent:** Melinda Huang, Catherine Bowen (*joined at 7:40am*)

**Other attendees:** Jennifer Hewitt, Belmont Assistant Town Administrator; Mike Widmer, Town Moderator

*[Vice Chair S. Burgess-Cox called meeting to order at 7:33am]*

### Agenda

1. Approval of prior meeting minutes
  - a. 2023-01-06
    - i. Move P. Brusch
    - ii. Second L. Link
    - iii. Vote - 6-0 in favor with 1 abstention (C. Becker)
  - b. 2023-01-13
    - i. Moved: P. Brusch
    - ii. Second: L. Link
    - iii. Vote: 6-0 with 1 abstention (C. Becker)
  - c. 2023-01-20
    - i. Moved: P. Brusch
    - ii. Second: L. Link
    - iii. Vote: 7-0 in favor
2. Funding Sources and Amounts
  - a. J. Hewitt confirmed that all members received the notification from Sharefile with new information
    - i. Brief discussion of our preferences
  - b. J. Hewitt reviewed the updated file *DRAFT Capital Project List - 1-26-23.xlsx*
    - i. Total discretionary funding available: \$2,985,966
      1. This is *after* taking out enterprise and dedicated funds
    - ii. Total requests: \$8m
      1. J. Hewitt outlined the idea of issuing a short-term bond to cover a pumper truck, piggy-backing on the debt service for the library to secure a good rate
      2. Discussion about the funding sources, like the capital endowment fund
      3. Discussion of displaying the component lines of resources in this file (e.g., enterprise water & sewer)
  - iii. J. Hewitt Review of FY24 project request *changes* reflected in this file

1. DPW-24-03: DPW Water equipment request went down to \$522k (vac truck)
  - a. They have leased this vehicle with payments going toward a purchase, anticipating need
  - b. Brief discussion of whether this piece of equipment could be shared with a neighboring community (not really)
2. Two new enterprise projects moved up to ensure we make deadlines
  - a. ENT-24-05: GIS Updates
  - b. ENT-24-06: Hydraulic modeling & valve
3. FAC-24-02: CMS Boiler replacement - added \$100k to do engineering study and design, moving the replacement request to FY25
  - a. Discussion: Does our contract with Guardian cover this kind of design? What would this additional request cover on top of the previous analysis Guardian performed?
  - b. **Request: Can D. Blazon provide us with more details on the purpose of the new \$100k request? Ideally with a proposed study cost.**
4. Video cameras (both requests from town (FAC-24-03) and schools (FAC-24-04))
  - a. J. Hewitt: Split each of the two original requests into phased requests over two years
5. FAC-24-11: Funding for deconstructing modulars at CMS
  - a. J. Hewitt: moved from FY24 to FY26 while the decisions for library staff and other possible temporary uses are made
  - b. This deconstruction cost might also be covered in the eventual sale of the modulars
6. Discussion of FD-24-02: Cardiac Monitor Replacement
  - a. Discussion: In the past the funding for this has been dedicated funding from the ambulance service receipts and spread over multiple years
    - i. Previously this was partially funded each year leading up to the purchase
    - ii. P. Brusch suggests the ambulance equipment could be lumped into the ambulance line to ensure we have the funding in place when the need (FY28) arises
    - iii. Discussion: The way the money the ambulance service makes in excess of its costs and how revenue from those receipts flows back through the budget, as well as the Capital Endowment Fund

7. PD-24-01: Removed request for \$14k for a server and placed this into the Police operating budget
3. Ranking projects
  - a. C. Doyle suggests we use the tool project evaluation to help us rank the projects and to continue developing/improving the tool
  - b. C. Becker will enter the project requests for FY24 into the tool and distribute the file**
  - c. Members should each enter their scoring & return the to Claus to compile**
  - d. We will use this facilitate future discussions about project prioritization, not as a final decision
  - e. A. Pikcilingis asks
    - i. Is there sufficient money to cover all the FY24 requests?
      1. **Yes**, provided we use a bond for the pumper truck
  - f. Discussion: Bonding the pumper truck
    - i. How does the decision about the pumper truck bond get made?
      1. **This is a decision for the Select Board?**
      2. Bonding is our decision as the financed payments come out of future capital budget resources, so deciding to use a bond
      3. **J. Hewitt will connect with Town Treasurer Floyd Carman about the topic of bonding for the pumper truck**
    - ii. P. Brusch suggests it would be helpful to have the Town Treasurer attend a meeting; **C.Doyle will invite Town Treasurer to a future meeting**
      1. We will delay this for a few meetings until we can gather relevant materials to inform our discussion
    - iii. Discussion: Other requests that might be bonded instead
    - iv. Discussion: the possibility shifting the tasers to a 1:1 replacement (versus an increase in the number of tasers from 10 to 25)
    - v. Discussion for future agenda item: discussion of the request amounts based on our interviews
4. L. Link provided a brief report from the Capital Endowment Committee meeting
  - a. The process of accessing funds from this Endowment should be via the Comprehensive Capital Budget Committee
5. Public Comment
  - a. No members of the public present
6. Upcoming meetings
  - a. Meet the next two weeks

*[Meeting adjourned at 9:00am]*

Motion: C. Bowen

Second: A. Pikcilingis

Accepted by unanimous consent

**Scheduled Upcoming meetings:**

- Friday February 3
- Friday February 10

*Minutes prepared by Aaron Pikcilingis*