

2015 MAY -4 AM 8:59

**MINUTES  
TOWN OF BELMONT  
CAPITAL BUDGET COMMITTEE  
Town Hall Conference Room 4  
Thursday, April 9, 2015  
5:00 PM**

**CALL TO ORDER**

A regular meeting of the Capital Budget Committee (CBC) was called to order at 5:06 p.m. by Chair Mahoney.

Members Present: Chair Anne Marie Mahoney, Patricia Brusch, Sami Baghdady (BOS) [arrived at 5:51], Jenny Fallon (WC), Michael Battista (PB), Susan Burgess-Cox (SC), and Rebecca Vose

Also present: David Kale, Town Administrator

Members Absent: [none]

Chair Mahoney began by reviewing the evening's agenda. She noted that multiple departments would discuss the School Department's request to upgrade the fire alarm system.

**Fire Department**

Fire Chief Frizzell stated that while there are no new requested items for FY16, there is the last lease payment (due in FY16) for public safety equipment (\$120K). As part of a self-funding program, in FY16 the Department will set aside \$57K from ALS revenues toward the purchase of a replacement ambulance when the current one reaches the end of its useful life.

**Facilities**

John Phelan, Superintendent of Schools, noted that the Safety Committee has created a draft report concerning security measures for the school and town buildings. In conjunction with this security review, updated policies for both the Schools and the Town are being developed to address issues that will arise with deployment of new security technology.

**Priority #1 Town & School Security Upgrades Design**

Gerry Boyle, Director of Facilities Management, and Cindy Papa, Administrative Assistant, appeared before the CBC to review their department's capital requests. Mr. Boyle explained that this request is Facilities' top priority. The design plan offers security improvements to Town and School buildings. These improvements will be done in three (3) phases and the estimated cost covers both consulting fees and some equipment replacement.

Mr. Boyle began with the Security Study, noting that certain security cameras need to be

upgraded. There is a need for updated cameras, security cards, alarm systems, etc. The expenses looking forward are estimated to be: \$250K, \$250K, \$500K. The first request is for \$100K, which will fund a design plan.

Mrs. Bruschi commented that CBC money has been invested over the years (for security) and it is becoming a yearly cost. She wondered whether the operating budget(s) of the departments making these requests should absorb these fees. Establishing a base security system may be a capital expense, but continuing to maintain and update security measures may not be a "capital appropriate expense".

The CBC discussed issues relating to the security upgrades: the intent of the security cameras, as well as funding mechanisms.

### **Priority #2 New Fire Alarm System at BHS**

Mr. Kale informed the CBC that the SOI (Statement of Interest) has been submitted to the MSBA for this year. However, the fire alarm system, which is original to the building, is over 40 years old. He discussed the maintenance contractor for the system and noted that neither it nor the manufacturer have necessary parts to maintain the system. There are several issues relating to this request: the presence of asbestos in the system and necessary remediation, the consequence of not upgrading the system, and a funding mechanism which takes a bond that is coming off the table and replaces it with a bond for the new alarm system.

Fire Chief Frizzell provided background information on the current system, which was installed in 1970. He noted that the technology is completely obsolete. Parts to maintain this system are unavailable. The building cannot be utilized -- i.e., the school will need to be closed -- if the fire alarm system does not meet code. He explained the challenges with phasing in a new alarm system. He noted that, even if the MSBA approves the high school today, an updated alarm system is needed now. He briefly discussed the bid process, the timing of the project, equipment/installation (labor), and the current notification system.

The CBC discussed issues relating to the updated alarm system, including how to finance this project. Ms. Fallon said that this project is needed and the cost may need to be spread out. Mr. Kale discussed some bonding options. He has been in conversation with Mr. Carman, Town Treasurer, and together they will create funding scenarios and present them to the CBC.

Chair Mahoney asked if the building (BHS) could be used during the summer of installation. Chief Frizzell replied yes, it can remain open.

Mr. Boyle added that the BHS PA system is also in very rough shape.

Ms. Fallon noted that the MSBA should be informed about this undertaking. Mr. Battista added that the cost of these upgrades (fire, Asbestos removal) should be removed from the total cost of the new BHS: \$100M.

*Other Facilities Requests: (not in order of priority)*

- Town Hall Fire Alarm Panel Replacement – System is 15 years old and at the end of its useful life.
- High School Basketball Court Surface Replacement – Mr. Phelan noted that private funding is being explored for a portion of this project.
- Butler Fire Alarm System – Mr. Boyle said this situation is not as dire as the BHS.
- Butler Building Envelope Project – This would complete the work at the Butler School.
- Butler Cafeteria Floor – This will include removal of asbestos under the floor and moisture mitigation.
- Fire Station Battery Backup – Chief Frizzell explained that the batteries need replacing as they are almost 10 years old.
- Butler School Boiler – Mr. Battista noted that this will involve replacing the boiler and removing the asbestos. The issues of removing the actual boiler and getting the new one into the space were discussed.
- Butler's Emergency Generator – The existing generator is 37 years old.
- Burbank School Boiler – This would install a new, more efficient boiler.
- Burbank Boiler Asbestos Abatement – This need for this request is dependent on the replacement of the Burbank boiler.
- Winn Brook Master Clock System Replacement – Current system is antiquated and inefficient.
- Cemetery Garage Roof Replacement – This building is located in the Grove Street Cemetery.
- EMS System Upgrade Study – This study would determine scope and costs for software and hardware upgrades for Belmont's Energy Management Systems.

Chair Mahoney asked about the increased enrollment's impact on space. Mr. Phelan said that the concern (for the coming year 2015/16) is mostly with the high school. There are modulars out back that could be used. However, the following year (2016/17), modulars will likely be needed at all of the schools. There is considerable expense associated with the modulars. An enrollment conversation ensued.

Mr. Kale explained the process for ranking the capital projects. He also discussed the Override funding and how it impacts the Capital budget. Mrs. Bruschi noted that Mr. Carman needs to discuss bonding with the CBC.

### **Approval of Minutes**

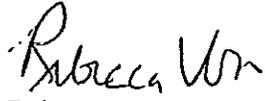
The minutes of March 24, 2015 were approved, as corrected, with two abstentions.  
The minutes of March 27, 2015 were approved, as corrected, with two abstentions.

### **Setting of Future Meeting Dates**

Tuesday, April 14, 2015 at 8:00 a.m. (ranking of capital requests, Mr. Carman, roads/sidewalks conversation)  
Thursday, April 30, 2015 at 5:00 p.m. (final vote/ranking of capital requests)

The CBC moved to adjourn the meeting at 6:52 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Rebecca Vose". The signature is written in a cursive style with a large initial "R".

Rebecca Vose  
Secretary