

Town of Belmont
Capital Budget Committee
Teachers' Lounge, Belmont High School
Monday Evening, October 22, 2007, 7:00 p.m.

Mrs. Brusch called the meeting to order promptly at 7:00 p.m., noting that Ms. Fallon had to leave shortly for a meeting of the Planning Board. The following members of the Committee were present at the time of the call to order: M. Patricia Brusch, Mark F. Clark, John Conte, Jennifer M. Fallon, Anne Marie Mahoney and Diane Stafford. Also present was Barbara Hagg, Town Accountant and staff liaison to the Capital Budget Committee.

The Committee had the following material before it:

1. Agenda for the meeting prepared by Mark Clark, Secretary.
2. Drafts of minutes 5/3/07, 5/7/07, 5/24/07 and 9/19/07, prepared by Mark Clark, attached to Agenda.
3. Warrant for Special Town Meeting, October 22, 2007.

Organization of Committee for 2007/2008 Season
(Item 1 on Committee Agenda)

Mrs. Brusch pointed out to the Committee that organization for the 2007/2008 season was appropriate. Ms. Fallon nominated Mrs. Brusch to be Chairman of the Committee and Mrs. Brusch was unanimously elected to that position. Ms. Fallon nominated Mr. Clark to be Secretary of the Committee and Mr. Clark was unanimously elected to that position.

Action on Minutes of Previous Meetings
(Item 3 on Committee Agenda)
Meetings of 5/3/07, 5/7/07, 5/24/07 and 9/19/07

Mrs. Brusch called for consideration of pending minutes, pointing out that drafts of the previous four meetings' minutes were attached to the Agenda. During the ensuing discussion, it was noted that some of the pending minutes related to meetings that had taken place many months earlier at which time the official members of this Committee differed from the current members. Dr. Stafford also noted that she had attended the meeting of May 24. Mr. Clark indicated that he would make appropriate changes in the minutes of May 24. After the discussion, the minutes for all four meetings were unanimously approved as presented, subject to Mr. Clark's undertaking.

Consideration of Articles for Special Town Meeting, October 22, 2007
(Item 4 on Committee Agenda)

The Committee then took up the articles upon which it would be expected to opine at the Special Town Meeting later that evening. During the discussion of Article 2 (pipeline assistance loan), Mr. Clark pointed out that the Committee's Report to Town Meeting last spring had assumed that the Town would participate in this program and borrow this money. Upon motion duly made by Mr. Conte and seconded by Dr. Stafford, it was unanimously voted to recommend favorable action on the Town Meeting motion under Article 2.

Mrs. Brusch explained Article 5. At the end of the last fiscal year, the School Department found that it had an emergency condition involving the front entrance of the high school but did not yet know the extent of the effort that would be required to repair that emergency. The Warrant Committee had transferred the entire remaining balance in the Reserve Fund to the School Department to fund the repair needed, with the promise of the School Department to return unexpended funds. Upon investigation, it turned out that only \$8,500 was needed to repair the emergency. Thus, the School Department proposed now to return the bulk of the money

(namely \$156,420) to the Reserve Fund. During the ensuing discussion, it was pointed out that this Committee was technically involved because the funds had been originally transferred for a capital project and would now be transferred for potential reuse in a non-capital project. It was also pointed out that though the original transfer and the return bridge two fiscal years, the balance remaining in the Reserve Fund at the close of the current fiscal year will become available to the Town for reappropriation as a part of so-called "free cash."

Upon motion duly made by Ms. Fallon and seconded by Dr. Stafford, it was unanimously voted to recommend favorable action on the motion at Town Meeting under Article 5.

Planning for 2007/2008 Season
(Item 2 on Committee Agenda)

Mrs. Brusch reported to the Committee that, pursuant to a change in procedure discussed the previous year, the Town Administrator would present a proposed capital budget at the same time he proposes a current operating budget for the Town. The target date for presentation for both budget proposals is December 17, 2007. Moreover, the Board of Selectman has announced that it wishes to adopt a budget for fiscal 2009 at the April session of the Annual Town Meeting, rather than schedule a June session. Despite this new procedure, the Committee will receive all the material from department heads requesting capital appropriations and will meet with those department heads. With these factors in mind and the additional goal avoiding school vacation weeks, Mrs. Brusch proposed a meeting schedule. Following discussion, these dates emerged: January 17, 2008; February 7 & 28, 2008; March 13 & 27, 2008 and April 3 & 17, 2008. The Committee will meet with department heads during the February meetings and probably on March 13. The meetings with department heads will begin at 6:00 p.m. If the Town's budget schedule slips, the Committee may meet January 24, rather than January 17. Mrs. Brusch asked Ms. Hagg to post the scheduled meetings and obtain rooms.

Adjournment
(Item 5 on Committee Agenda)

The meeting was adjourned at about 7:20 p.m.

Respectfully submitted,

Mark F. Clark