

2017 APR 18 AM 9:02

**MINUTES  
TOWN OF BELMONT  
CAPITAL BUDGET COMMITTEE  
Town Hall Conference Room 4  
Thursday, April 6, 2017  
8:00 AM**

**CALL TO ORDER**

A regular meeting of the Capital Budget Committee (CBC) was called to order at 8:01 a.m. by Chair Anne Marie Mahoney.

Members Present: Chair Mahoney, M. Patricia Brusch, Jenny Fallon (WC), Raffi Manjikian (PB), Susan Burgess-Cox (SC), Mark Paolillo (BOS), and Rebecca Vose

Glen Castro, Budget Analyst

Members Absent:

Others in attendance: Gerry Boyle, Director of Facilities, Kathy Keohane, Chair of the Library Trustees; Peter Struzzero, Library Director; Tony DiCologero, School Finance Director; Steve Mazzola, School IT Director; Phil Sullivan, School Network Manager; and Dave Petto, Town IT Director

Chair Mahoney began by turning to the first item on the agenda.

**Facilities Requests (Including Schools and Library)**

Mr. Boyle began by noting that the Facilities Department requests have been amended. Mr. Boyle reviewed the changes: the DPW Heat and Ventilation Phase II and the Envelope work (at the Butler School). The Capital Budget request of \$617,000 does not change; he simply adjusted these two areas.

The CBC discussed the bid timeline for the new heating system, and when the money would actually be used. Mr. Boyle confirmed that the broken windows at the DPW would be fixed. The ESCO option for efficient heating was briefly explored. Mr. Manjikian offered to assist if ESCO was pursued.

Mr. Boyle then reviewed the Town/School Security Upgrades Design (Year 4), which includes upgrading alarms, replacing security cameras, installing more cameras, etc. Future security requests will certainly encompass new Modular Units at the high school (during that building project), including placement of additional cameras, etc. Mr. Boyle then explained the need to hire an HVAC technician as a way to save on HVAC maintenance costs overall. The van request would be for this technician. He explained the other requests, Univent rebuild/replacement, the Chenery gym floor, the Butler cafeteria floor, etc.

### *Library Requests*

Ms. Keohane noted that the feasibility study (which recommended a new building) has been completed. The feasibility study, the cost of which was shared between the Library and this committee, has \$20K in funding left over.

Mr. Struzziero reviewed the four FY18 requests: gutter replacement, quiet study room, lighting upgrades, and parking lot repair. The quiet study room space request was briefly discussed, e.g., who would utilize this space, how frequently, where the demands for it are coming from, etc.

Selectman Paolillo asked if these upgrades are necessary – given that a new building is in the works. Ms. Keohane stated that this is a “catch 22” – these “health and safety issues” feel required now to keep the building running. These items are not “luxury” upgrades, but more modest in nature. Mr. Struzziero added that these upgrades feel necessary, given that a new library is not a sure thing and optimistically is several years down the road.

Chair Mahoney added that the Major Capital Projects Working Group (MCPWG) will discuss the Library, including the short and long-term plans for it. Ms. Keohane noted that the roof leaks and perhaps this should be reflected somewhere.

### *School Requests*

Chair Mahoney noted that the Schools have a lot of “out year” requests. She asked about the more near-term needs as well, noting that some of these needs might fall under “maintenance.” Some of the requests, Mrs. Brusch agreed, may more appropriately fall under the school budget, e.g., the stage risk assessment.

Maintenance needs, and where the maintenance funding should come from, were explored. It was suggested that, within the Capital Budget allocation, perhaps there should be additional funding for maintenance items. A discussion ensued which touched on the FY18 Capital Budget requests – which was “balanced” this year. Also discussed were the minor and major maintenance items and how these should be reflected in the Capital Budget report. Mr. Boyle raised the issue of the “project management” challenges, which are related to a lack of personnel resources (an operating budget need). His department does not have sufficient staffing to oversee all of the project needs in town. Chair Mahoney added that the CPA projects have a significant impact on resources, town departments, maintenance, etc. This impact, she said, needs to be discussed, post Town Meeting.

Mr. Mazzola discussed the CMS requests (150 Chromebooks and upgraded technology wiring). He explained the need for the wiring upgrade proposal (\$39,000). The current wiring is no longer sufficient to meet the technology needs as the demands on the cable and wiring have significantly increased over the past 20 years.

Concerning the Chromebooks (\$39,960), Mr. Mazzola explained the state’s new online testing requirement. The Chromebooks are necessary to support the online testing program, but they will also be used in the classroom to support the curriculum. Mrs. Brusch observed that this is

tantamount to an unfunded state mandate. She further noted that the Capital budget has not, in the past, paid for school computers. Ms. Fallon stated that the Capital budget has invested in computers to establish a learning platform– but it has not supported replacement of computers, which will be needed in about five years. Mr. Mazzola explained the system-wide technology needs, including the replacement schedule. He also explained that Belmont Schools have reduced the amount of this request through funds received from two different sources, one a digital partnership grant through the state and the other a federal program.

Selectman Paolillo asked about private funding sources (FBE, PTOs, etc). Whether the money comes from capital or operating, this is clearly a need, he said.

**Approval of Minutes**

The minutes of March 2, 2017 were approved with two abstentions.  
The minutes of March 23, 2017 were approved, as amended, two abstentions.

**Setting of Future Meeting Dates:**

Thursday, April 13, 2017 at 8:00 a.m. [Straw Poll, CPA Vote, Town Meeting Articles Vote]  
Thursday, April 27, 2017 at 8:00 a.m. [Final Vote, discussion of CBC’s Report]

The scheduling of meetings conversation dovetailed into a discussion concerning the CBC Town Meeting Report. The adjusted delivery date for the CBC report will be in mid-May.

**Update: Major Capital Projects Working Group (MCPWG)**

Chair Mahoney noted that the group is meeting with the SMMA consultants.

The CBC moved to adjourn the meeting at 9:53 a.m.

Respectfully submitted,

Rebecca Vose, Secretary