

## Capital Budget Subcommittee

June 10, 2020

### Minutes

**Members Present:** Deborah Pellegrini - Chair, Matthew Kelly, Robert Dellorco, Brian Chandler.

**Staff Present:** Jamie Hellen - Town Administrator, Chrissy Whelton - Assistant to the Town Administrator, Alecia Alleyne - Administrative Assistant

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**The meeting was called to order at 5:33pm.**

Mr. Hellen began with an overview of the first capital item on the agenda, a van for the Town Electrician - \$45,000. The old van most likely will not pass inspection and will be auctioned off. Additionally, a van will maximize our staff productivity given the reduction anticipated to contractor services for electricians, a new van for our Town Electrician is required.

Councilor Kelly asked why in our current financial position, we cannot use this money to go towards the school budget or supplement salaries on the school staff after there were 103 teachers who were notified of potential layoffs.

Jamie Hellen - The main reason we cannot use capital funds to help save jobs is because they are a one time revenue source (not recurring). The problem is that if we used the money now to plug a hole in the current school budget you are setting yourself up for an even less favorable position in the next fiscal year. In addition, if we decide to use the money for the school we will lose capacity in other areas/departments.

Councilor Robert Dellorco asked why buying a used van was not considered.

Jamie Hellen - Town supports a local dealership, by getting a great price from them, and we believe that we will get a longer usable life from a new van as opposed to a used one.

**VOTE** to approve \$45,000 for an electrician van, **SECONDED** (Kelly). Roll Call Vote: Councilor Kelly - yes, Councilor Dellorco - yes, Councilor Chandler - yes, Councilor Pellegrini - yes. **Passed 4-0**

Jamie Hellen - There is a request for \$110,000 for a Virtual Server Replacement, the heart of all of our communications, there is one located in the Town Hall and one in the High School, all of our warranties expire July 1st, 2020, which puts the Town at risk of servers going down if these warranties are not updated and protected.

Councilor Pellegrini asked when the Virtual Server was last replaced.

Jamie Hellen - 6 to 7 years ago, which is a long schedule for technology replacement.

**VOTE** to approve \$110,000 for a virtual server replacement, **SECONDED** (Kelly). Roll Call Vote: Councilor Kelly - yes, Councilor Dellorco - yes, Councilor Chandler - yes, Councilor Pellegrini - yes. **Passed 4-0**

Jamie Hellen - Roads & Infrastructure \$350,000 we just got the Beaver Street sidewalk put over the MBTA tracks, the money will likely go towards continuing the Beaver Street sidewalk extension, other funds will go towards mill and overlay projects we have on the books for this year. After this consideration and appropriation, the Town will have \$329,000 in additional free cash that remains unspent from this year. This will be kept in the bank to aid in the adherence for state mandates due to the COVID-19 situation and additional PPE costs.

Councilor Pellegrini asked what we currently have in the budget for roads and infrastructure?

Jamie Hellen - We have over 1 million in chapter 90 funds.

Councilor Chandler asked if we have a formal sidewalk repair plan?

Jamie Hellen - We do not currently have a sidewalk plan, but it would be a great system to implement in the future.

**VOTE** to approve \$350,000 for Roads and infrastructure, **SECONDED** (Councilor Kelly). Roll Call Vote: Councilor Kelly - yes, Councilor Dellorco - yes, Councilor Chandler - yes, Councilor Pellegrini - yes. **Passed 4-0**

Jamie Hellen - Ambulance \$350,000 request - this request is on our regular rotation for the additional ambulance the Fire Department is getting.

**VOTE** to approve \$350,000 for an ambulance, **SECONDED** (Councilor Kelly). Roll Call Vote: Councilor Kelly - yes, Councilor Dellorco - yes, Councilor Chandler - yes, Councilor Pellegrini - yes. **Passed 4-0**

Jamie Hellen - Borrowing authorization - in the next couple years some items will be coming off of our debt service. This outlines the big ticket items needed to maintain our facilities throughout the town. There are improvements proposed for the municipal building, technology, side walks, Remington-Jefferson, Parmenter School, the Highschool and recycling center, this is a good market to capitalize on getting good interest rates and favorable pricing.

**MOTION** to recommend the borrowing authorization to the Town Council, **SECONDED** (Councilor Kelly). Roll Call Vote: Councilor Kelly - yes, Councilor Dellorco - yes, Councilor Chandler - yes, Councilor Pellegrini - yes. ***Passed 4-0***

Jamie Hellen - the Finance Committee voted in favor of all of the proposed requests.

**Motion to adjourn 6:10pm.**