

Capital Budget Subcommittee Minutes

May 5, 2021

5:30 PM

355 E. Central Street, 2nd Floor Council Chambers

Members Present: Councilors Deborah Pellegri, Matthew Kelly, Robert Dellorco, Brian Chandler

Town Staff in attendance: Jamie Hellen - Town Administrator, Alecia Alleyne - Assistant to the Town Administrator, Tim Rapoza - Technology Director, Brutus Cantoreggi - DPW Director, Sara Ahern - Superintendent of Schools, Lucas Guguere - Assistant Superintendent of Schools, Thomas Lynch - Police Chief, Christopher Sandini - Finance Director/Comptroller, Tracey Taddeo - Animal Control Officer

Councilor Pellegri called the meeting to order at 5:31 PM

The meeting was opened with a quick update from the Town Administrator on the FY21 snow and Ice totals. The FY21 snow removal season closed and the final total was \$1,084,506. The Town has \$765,547 remaining in free cash and is requesting approval of the following items in the second round of requests.

Technology Department Requests - Wireless Access Point Software Licensing & Support - \$153,972.

The Technology Department is requesting \$153,972 for the software licensing and support for six hundred eleven Wireless Access Points in all municipal and school buildings, this is a capital request because the Town saves approximately \$100,000 by paying upfront. Councilor Pellegri made a MOTION to approve the \$153,972 in Technology requests, SECONDED by Councilor Kelly, VOTE 4-0. **Approved 4-0**

The second Technology request is for a SonicWall Firewall (\$65,517), this is an upgrade of the existing firewall located at Franklin High School which supports 1GB internet access for the entire school district and is 7 years old. To support remote learning for Franklin Schools a 10GB internet line was installed and funded by the Franklin School District. This line, with the 10GB internet bandwidth, necessitated a far more robust firewall as a replacement. Councilor Pellegri made a MOTION to approve the \$65,517 in Technology requests, SECONDED by Councilor Kelly, VOTE 4-0. **Approved 4-0**

The next department request is from Town Administration for the budget stabilization "Rainy Day" fund policy (\$137,000), the Finance Committee approved all requests but not the policy which they will review at their next meeting. The Town Administrator's Department is requesting approval of a new finance policy for the Budget Stabilization Fund and approval of authorizing 5% of this year's free cash total to the budget stabilization fund. If approved, the Town will have \$1 million in the account. The second request from Town Administration is for an animal control van (\$20,000) the cost of this van is split with Bellingham because we share services with them. Councilor Pellegri made a MOTION to approve budget stabilization, animal control, and MUNIS conversion (not discussed in depth at the meeting) requests from the Town Administrator's Office, SECONDED by Councilor Kelly, VOTE 4-0. **Approved 4-0**

The next request came from the Department of Public Works for roads and infrastructure \$100, 147, snow and Ice, and Highway and grounds. The Town went over on snow and ice expenditures. The Town had ~55 inches of snow coupled with increasing salt costs thus the need for capital money to pay the remaining snow and Ice costs for the winter. The DPW is requesting a highway and grounds truck to replace an antiquated one. Motion by roads and infrastructure snow and ice, highway and grounds truck. Councilor Pellegri made a MOTION to approve all DPW requests, SECONDED by Councilor Kelly, VOTE 4-0. **Approved 4-0**

The School department is requesting security upgrades at JFK elementary, this will expand the previously approved security upgrades at JFK elementary. The Assistant Superintendent of Schools stated that this year it made sense to focus on JFK to bring them up with the rest of the elementary schools. Councilor Pellegri made a MOTION to approve the \$32,000 in school department requests, SECONDED by Councilor Kelly, VOTE 4-0. **Approved 4-0**

The Facilities Department requests \$150,000 for a Police Station feasibility study. This is a time consuming process where the Town will hire a consultant to determine if it is best to renovate and expand the existing Police Station, find a new location for a police station or build a Police Headquarters using the existing station as a substation. At this point the Town has to put some sort of down payment to keep this project on everyone's radar. The Town is looking to start towards the end of this year (2021) or early next calendar year (2022). The current facility is not able to accommodate the number of staff we have and any growth there may be in the future. This study may also be able to fund an analysis on potential other sites for construction. The goal is to gain space and modernize the facility. The Town needs to come up with a design that will work now and 40 years from now. Everything behind the back lot is wetlands so there is not much room at the current site for expansion (unless you build up). The Town will have to go out to bid to hire a consultant for this feasibility study. Councilor Pellegri made a MOTION to approve \$150,000 in Facilities Department requests, SECONDED by Councilor Kelly, VOTE 4-0. **Approved 4-0**

The Capital Budget Subcommittee voted to approve Resolution 21-23, the Finance Committee approved this resolution at their meeting held 4/27 and voted 7-0 to approve. Councilor Pellegri made a MOTION to approve \$765,547 in capital requests, Seconded by Councilor Dellorco, **Approved 4-0.**

Councilor Dellorco made a MOTION to ADJOURN the meeting, SECONDED by Councilor Kelly. Vote was unanimous. **Vote 4-0**

Meeting Adjourned at 6:22 PM