

MINUTES
CAPITAL OUTLAY COMMITTEE
February 2, 2022

The meeting of the Capital Outlay Committee was called to order on Zoom at 7:00 pm by Chair, Paul Linehan.

Members Present

Chair:	Paul Linehan
Select Board:	Emily Smith-Lee, Hanna Switekowski
Finance Committee:	Ann Keitner, Anja Bernier
Planning Board:	Rob Maidman
School Committee:	Prisnel Dominique
Town Administrator:	Frederic Turkington, Jr.
Finance Director:	Krishan Gupta

Members Absent

Planning Board:	David Blaszkowsky
School Committee:	Adam Shain

Others Present

Fire Chief:	James Wright
Police Chief:	Donald Brewer
Deputy Police Chief:	Steve Coffey
Superintendent of Public Works:	Eric Hooper
Civil Defense:	Michael Polimer
Schools:	

Administrative Items

Chair Paul Linehan asked the Capital Outlay Committee members to introduce themselves.

MOTION: To approve the regular session minutes of.
(Heitin-Bernier)

Roll Call Vote:

Before beginning deliberations, Mr. Linehan explained the Capital Outlay prevailing philosophy. This committee is fiscally conservative with borrowing with the understanding that all funds essentially come from the same pocket and reviews capital requests as carefully as possible. Debt reduction is the primary focus, and this is done by shifting capital expenses to direct purchase. Finance Director, Krishan Gupta provided a spreadsheet which outlines the five-year history of cash capital.

Mr. Turkington provide a brief history on the Town's debt. Until 4 years ago, a formula was used that represented debt as percent of the budget. Debt service has trended down by 3 percent over five years which helps the Town to afford projects like the high school.

With respect to short duration borrowing, Moody's and other rating agencies look at the percent of retired principal, using 10 years as a benchmark. Sharon is currently at 74.7 percent retired at the ten-year point. This illustrates Sharon's aggressive pay down policy which is viewed positively with credit rating companies.

Department facilities/equipment presentations

Mr. Gupta reviewed the department request items for the committee. The department facilities/equipment review was held in lieu of an in-person tour. Each department with a capital request was given the opportunity to present additional information in the form of photos, product specifications, etc. to support their request.

Deliberations

Mr. Linehan explained that, as done in the past, he would go through the list of capital items presented by each department and take an omnibus vote on all items except those that are held for further discussion.

- Civil Defense additional funds for building.
- DPW roads, sidewalks, large dump truck with plow, small dump truck with plow, and community center audio closet.
- Police Department vehicles.
- Fire Department hoses.
- Fire Department Firefighter bunker gear.
- School Department district wide technology, Wi-Fi.
- School Department district wide renewal 1:1
- School Department district wide teacher laptops. Mr. Gupta advised that this item has been withdrawn from consideration by the School Department.
- School Department district wide projectors.
- School Department district wide replacement cycle, 8-year-old switches.
- School Department district wide computer lab replacement.
- School Department district wide annual technology replacement, computers. Ms. Bernier asked what the difference is between these computers and the 1:1 Chromebooks. It was explained that this item includes annual district wide replacement of 10 percent of a variety of all technology unrelated to the 1:1 program.
- School Department elementary technology, iPad carts replacement.
- School Department district wide furniture.
- School Department district wide sped vans.

Mr. Linehan listed the Water Department items with the understanding that the Capital Outlay Committee has no purview and will not vote these items.

MOTION: To approve all 31 items presented and discussed.
(Bernier - Switekowski)

VOTED: 6-0-0 **PASSES**

Roll call

Smith-Lee: AYE

Switekowski: AYE

Dominique: AYE

Keitner: AYE

Bernier: AYE

Maidman: AYE