

MINUTES
CAPITAL OUTLAY COMMITTEE
March 14, 2016

The meeting of the Capital Outlay Committee was called to order in the Town Hearing Room at Sharon Community Center at 6:35 pm by Chair Paul Linehan.

Members Present:

Chairman:	Paul Linehan
Board of Selectmen:	William A. Heitin, Walter “Joe” Roach,
Finance Committee:	Gordon Gladstone and Edward Philips*
School Committee:	Katie Currel-Dykeman and Emily Smith-Lee
Planning Board:	Robert Maidman and Louis Modestino
Town Administrator:	Frederic E. Turkington, Jr. (Ex-Officio)
Finance Director:	Cynthia Doherty (Ex-Officio)

Others Present:

Fire Chief:	James Wright
Police Chief:	Tilden Kaufman
School Department:	Timothy Farmer, Superintendent of Schools
School Department:	Rory Marty, Director of Operations
School Department:	John Marcus, Director of Technology

Administrative Items

Chair Paul Linehan requested that the Capital Outlay Committee members introduce themselves.

MOTION: (Roach-Gladstone) To approve the Regular Session Minutes of February 1, 2016
VOTED: (7-0-0) **PASSES**

*Edward Philips arrived after the vote at 7:00pm to fill-in for Alex Korin.

Capital Outlay Deliberations and Vote

Chairman Paul Linehan reviewed the FY2017 Capital Outlay spreadsheet and noted that the committee would take an omnibus vote of the requests, with the exception of those held for discussion.

Fire Department request held for further discussion

Ladder Truck:

Gordon Gladstone asked that the ladder truck request be held from the omnibus vote for further discussion.

The committee discussed the possibility of pushing the ladder truck off for another year. The truck has recently had about \$20,000 in repairs and is due for replacement by NFPA standards. Mr. Gladstone believes if they wait, the town could rely on mutual aid if truck is out for repairs. Mr. Turkington and Mr. Roach took an opposite stance and believe it is needed now. Chief Wright noted that waiting could increase the price by about 4-6%, or possibly more, as the EPA and NFPA sometimes change their regulations. It will take approximately one year from the time it is ordered for delivery.

MOTION: (Roach-Heitin) To approve the Fire Department’s request for a new ladder truck
VOTED: (7-0-0) **PASSES** unanimous

*Edward Philips arrived after the vote.

Recreation Department request held for further discussion

Athletic Field Rehabilitation:

Gordon Gladstone asked that the Recreation Department's request for the athletic field rehabilitation at the Middle School be held from the omnibus vote for further discussion.

Mr. Gladstone wanted to recap the scope of the project. Mr. Heitin noted that the baseball field is prone to flooding. He explained that the project will rehabilitate the baseball and football fields and add irrigation. A separate project will allow for repaving the track at the Middle school.

MOTION: (Heitin-Roach) To approve Recreation Department's request for the Athletic Field Rehabilitation

VOTED: (7-0-0) **PASSES** unanimous

*Edward Philips arrived after the vote.

Department of Public Works request held for further discussion

Town Hall accessibility compliance project and other renovations:

Gordon Gladstone asked that the Department of Public Works' request for Town Hall accessibility compliance project be held from the omnibus vote for further discussion.

Mr. Gladstone believes that funding for a more detailed analysis should come before funding the project. Mr. Turkington noted that the space needs study done as part of the ADA compliance study revealed that the current Town Hall currently only meets 70% of its space needs. He believes the most efficient use of funds for ADA compliance project will be to combine it with a more expansive renovation of Town Hall to address the space needs issue. He sees a pocket in the declining debt schedule over the next few years that will allow for a few large projects, such as this and the Heights Elementary Roof project. Mr. Turkington noted we are dropping existing debt and can afford to add some as part of the ongoing budget. Fred noted that the difference in the debt service line item between doing the design work only and committing to the project is about \$180,000.

The Town Hall building has not been ADA compliant for 20 years. The Town has been granted extensions by the *Architectural Access Board* to bring it into compliance. Mr. Heitin noted that the Selectman fully support the ADA compliance project but do not believe building a new Town Hall is feasible. Mr. Turkington believes that approving the \$3,000,000 request shows commitment to the ADA compliance project. He sees this as a good window to do a large project without the need for an override.

Mr. Linehan noted that the committee received correspondence from Paul Remy of the Commission of Disabilities supporting the Board of Selectmen's decision to support the three million dollar accessibility project.

MOTION: (Roach-Heitin) To approve the Town Hall accessibility project

VOTED: (7-1-0) **PASSES** (Opposed: Gladstone)

School Department requests held for further discussion

Macbook Airs 1:1 at Sharon Middle School:

Gordon Gladstone asked that the request for Macbooks Air laptops for the Middle School one to one program be held from the omnibus vote for further discussion.

Timothy Farmer noted that one to one laptop program at the Middle School has been underway since the beginning of the school year with good feedback so far. He encouraged the committee to offer their support for at least another year to better assess its progress. Mr. Farmer thanked the members of program team.

Eighth grade student Rachel Garcia was present to comment on her experience with the program so far. She explained

having the laptop helps with homework and class projects. She spoke favorably of the program and asked the committee for their support.

Dr. Marcus discussed many of the concerns brought forth in other meetings. He did some research on the cost of PC devices and found that in order to purchase a device equivalent to the Macbook it would cost between \$800-\$1,500. He noted that PC devices are prone to viruses and have a shorter shelf life.

Dr. Marcus said they have been surveying the progress and most has been positive. The negative feedback related to distractions during downtime in the classroom.

The School Department continues to look for ways, such as a direct purchase option, to offset the cost to the town. Mr. Turkington would like to see this item switched to a cash project each year versus borrowing.

MOTION: (Gladstone - Currel-Dykeman) To approve the School Department request for Macbook Airs

VOTED: (6-2-0) **PASSES** (Opposed: Roach, Maidman)

Upgrade lighting system at Cottage Street Elementary School:

Gordon Gladstone asked that the request to upgrade the lighting system at Cottage Street Elementary School be held from the omnibus vote for further discussion.

The committee called upon Rory Marty, Director of Operations, to clarify the lighting upgrade system. He noted that the florescent fixtures would be replaced with energy saving LEDs. The control aspect would be related to the software, breakers and motion sensors. There was much discussion about the cost breakdown between the fixtures and controls as well as the rebate programs that may be available.

MOTION: (Smith-Lee - Modestino) To approve the School Department request to upgrade the lighting system at Cottage Street Elementary School

VOTED: (5-3-0) **PASSES** (Opposed: Gladstone, Maidman, Roach)

East Elementary HVAC control upgrade:

Gordon Gladstone asked that the HVAC control upgrade request for East Elementary School be held from the omnibus vote for further discussion.

Rory Marty explained the net benefit of this project is related to energy savings and comfort. The project will replace old, failing, valves, two variable speed drives, in addition to the controls.

MOTION: (Currel-Dykeman - Heitin) To approve the School Department request for an HVAC control upgrade at East Elementary School

VOTED: (8-0-0) **PASSES** unanimous

Capital Outlay FY17 Spreadsheet Omnibus Vote

Capital Projects Requested FY17 @ 4% variable terms		Term Yrs	Est 1st Year Principle FY2018	Est 1st Year Int @4% FY2018	Est 1st Year Cost FY2018	
Civil Defense	Emergency Power Dist Equipment	13,000.00	5	2,600.00	520.00	3,120.00
		13,000.00		2,600.00	520.00	3,120.00
Police	Vehicle Replacement - def. from FY16 to FY17 (\$40K Cash)	CASH	0.00	0.00	0.00	
	Vehicle Replacement - funds needed for 2 (\$60K Cash)	CASH	0.00	0.00	0.00	
	CAD/RMS System - replace outdated system	210,000.00	10	21,000.00	8,400.00	29,400.00
		210,000.00		21,000.00	8,400.00	29,400.00
Fire	Ladder Truck (\$975K Total: \$875K B, \$100K UCF)	875,000.00	20	43,750.00	35,000.00	78,750.00
	Ambulance Cot Restraint System (\$27K ARF)		ARF	0.00	0.00	0.00
	Replace Radio Fire Alarm System	60,000.00	5	12,000.00	2,400.00	14,400.00

Radio Receiver Site Rt 1		33,000.00	5	6,600.00	1,320.00	7,920.00
		968,000.00		62,350.00	38,720.00	101,070.00
Recreation						
Athletic Field Rehab (Middle School)		250,000.00	10	25,000.00	10,000.00	35,000.00
Ames Street Playground Renovation (\$248,489 CPC)			CPC	0.00	0.00	0.00
Athletic Field Const. Gavins Pond (\$500,000 CPC)			CPC	0.00	0.00	0.00
		250,000.00		25,000.00	10,000.00	35,000.00
Council on Aging		N/A (Request was filled w/existing town vehicle)				
		-		0.00	0.00	0.00
		-		0.00	0.00	0.00
Library						
Furnace Replacement		75,000.00	10	7,500.00	3,000.00	10,500.00
		75,000.00		7,500.00	3,000.00	10,500.00
Public Works						
Roads - Sidewalks						
Brook Road Sidewalk		235,000.00	10	23,500.00	9,400.00	32,900.00
Laurel/Mitchell Sidewalk		250,000.00	10	25,000.00	10,000.00	35,000.00
Equipment - Vehicles						
Large Dump Truck		215,000.00	10	21,500.00	8,600.00	30,100.00
2 Admin Vehicles - 1 SUV, 1 F-150		60,000.00	5	12,000.00	2,400.00	14,400.00
Specialty Equip - Garage Lift, Wood Chipper		65,000.00	5	13,000.00	2,600.00	15,600.00
Building Improvements						
396 South Main Street Demo (\$22K Cash- Cannot bond)			CASH	0.00	0.00	0.00
Town Hall accessibility compliance & other reno		3,000,000.00	20	150,000.00	120,000.00	270,000.00
		3,825,000.00		245,000.00	153,000.00	398,000.00
TOTAL TOWN BORROWING		5,341,000.00		363,450.00	213,640.00	577,090.00
School						
*91K Cash was orig. allocated in FY16 for FY17 Cash; 10K Wireless access 13K Projectors 68K Lib. Rm build-out 91K Total	DW Technology-					
	MacBook Airs 1:1 - SMS (275K incl 91K cash)		184,000.00	5	36,800.00	7,360.00
	MacBook Airs 1:1 - SMS - *Def from FY16 to FY17 (\$91K Cash)			CASH	0.00	0.00
	iPad & Carts - SPED use		45,000.00	5	9,000.00	1,800.00
	Projectors-DW repl. broken devices		15,000.00	5	3,000.00	600.00
	Wireless Access Points - DW		10,000.00	5	2,000.00	400.00
	Phone System Upgrade - Cottage Elementary		15,000.00	5	3,000.00	600.00
	Cycle Replacement for Staff Laptops - Elementary		15,000.00	5	3,000.00	600.00
			284,000.00		56,800.00	11,360.00
	SPED Acoustics					
	Acoustics-East- 1 Classroom each grade level (4)		27,600.00	5	5,520.00	1,104.00
	Acoustics-Heights- Classrm replace/upgrade -15yo		36,800.00	5	7,360.00	1,472.00
	Acoustics-High - Carpeting & acoustics for 4 Rms		36,800.00	5	7,360.00	1,472.00
			101,200.00		20,240.00	4,048.00
	Furniture					
	SMS Furniture - Middle - FY16 def to FY17 cash (\$15K Cash)			CASH	0.00	0.00
	DW Replacement Furniture - classroom & cafeteria		10,000.00	5	2,000.00	400.00
	Total Excluding Cash		10,000.00		2,000.00	400.00
	District Projects					
	Upgrade lighting at Cottage		200,000.00	5	40,000.00	8,000.00
	East Elementary HVAC control upgrade		250,000.00	10	25,000.00	10,000.00
	Roof Design Services - Heights (\$89,010 UCF)			UCF	0.00	0.00
	Middle School repair/repave		50,000.00	5	10,000.00	2,000.00
			500,000.00		75,000.00	20,000.00
	DW School Vehicles					
	Replacement Vans- Special Ed Fleet (4 DW)		110,700.00	5	22,140.00	4,428.00
			110,700.00		22,140.00	4,428.00
TOTAL SCHOOL BORROWING		1,005,900.00		176,180.00	40,236.00	216,416.00
TOTAL TOWN & SCHOOL BORROWING		6,346,900.00		539,630.00	253,876.00	793,506.00
Total 5 Year		986,900.00	5	197,380.00	39,476.00	236,856.00
Total 10 Year		1,485,000.00	10	148,500.00	59,400.00	207,900.00
Total 20 Year		3,875,000.00	20	193,750.00	155,000.00	348,750.00
		6,346,900.00		39,630.00	253,876.00	793,506.00
Water						
SCADA Improvements		67,400.00				
Water Main - S. Pleasant/Forest		1,250,000.00				
AC Main Repl. Belcher Street		550,000.00				
Conservation Program		75,000.00				
Leak Detection		30,000.00				
Emergency Connection MWRA		750,000.00				
TOTAL WATER		2,722,400.00				
Other Financing Sources:						
Cash	Projects: Cruisers, 396 S. Main Demo, 1:1, Furniture	228,000.00		Gross Budget FY17	72,957,657.00	

CPA Funds	Ames Street Playground Repair	248,489.00	Less:Exempt Debt FY17	(6,491,404.00)	
CPA Funds	Athletic Field Const. Gavins Pond	500,000.00	Net Budget	66,466,253.00	
CPA Funds	North Main Street Wall Repair	136,000			
CPA Funds	Veterans Monument Repair	9,000			
Ambulance Res Fund	Ambulance Cot Restraint System	27,000.00			
Unexp Capital Funds	Ladder Truck (Partial Funding)	100,000.00			
Unexp Capital Funds	Roof Design - Heights Elementary	89,010.00	6%/5.5% Net Oper. Budget	3,987,975.18	3,655,643.92
Chapter 90 Projects	Various Road Projects (not shown on spreadsheet)	465,000.00	Less FY17 Other Debt	(2,392,758.00)	(2,392,758.00)
	Total Other Financing Sources	1,782,010.00	Available FY17 Add'l Debt	1,595,217.18	1,262,885.92
			Less FY17 Cash Capital	(228,000.00)	(228,000.00)
	TOTAL ALL CAPITAL PROJECTS	8,128,910.00	Total Less Cash	\$ 1,367,217.18	\$ 1,034,885.92
Unexpended Previously Approved Capital Funds Total : \$189,010					

MOTION: (Heitin-Roach) To approve all the remaining items in the Capital borrowing list as presented during the cycle

VOTED: (8-0-0) **PASSES** unanimous

Adjournment

VOTED: Roach-Heitin (8-0-0) To adjourn the meeting at 8:23pm - unanimous