

MINUTES
CAPITAL OUTLAY COMMITTEE
March 22, 2017

The meeting of the Capital Outlay Committee was called to order in the Adult Center Multi-purpose Room at Sharon Community Center at 7:18 pm by Chair Paul Linehan.

Members Present:

Chair:	Paul Linehan
Board of Selectmen:	William A. Heitin, John J. McGrath, Walter B. Roach, Jr.
Finance Committee:	Gordon Gladstone, Alexander Korin
School Committee:	Emily Smith-Lee
Planning Board:	Louis Modestino, Jr.
Town Administrator:	Frederic E. Turkington, Jr.

Members Absent:

School Committee:	Katie Currul-Dykeman
Planning Board:	Robert Maidman

Others Present:

Superintendent of Schools:	Timothy J. Farmer
Assistant Superintendent for Information Services & Administration:	Dr. John Marcus

Administrative Items

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

Review of Adjustments to the Capital Outlay Worksheet

Mr. Turkington provided two spreadsheets to review; one including the Town Hall renovation/replacement project cost for modeling purposes, and one without. Corrections were made to the Fire Department's request for IV pumps from \$25,000 to \$25,500 and the School Department's maintenance van from \$17,000 to \$30,000. The Height's Elementary School generator project was increased by \$25,000 to included engineering and project management costs and the 1:1 laptop funding was decreased from \$270,000 to \$179,000. The Height's Elementary School roof project will be voted as a separate Annual Town Meeting article and funded with free cash. Mr. Turkington pointed out that four projects were shifted to CPA.

The Committee inquired about unexpended previously approved Capital Funds and Mr. Turkington noted that any unexpended funds will be applied to next fiscal year's budget.

Mr. Korin asked how the cash purchases are chosen. Mr. Turkington explained that he makes a recommendation within the budget and proposes it to the Committee to vote. Selectman Heitin noted that the plan is to gradually increase cash purchases to lessen debt service costs overtime. Mr. Linehan agreed, explaining that the cash element is part of the committees' overall debt reduction plan.

**Capital Projects Recommendations - FY2018 @ 4%
w/variable terms**

(COC voted 1-26-2017; revisions to 3-16-2017 footnoted below)

		<u>Terms (years)</u>	<u>Est 1st Year Principle FY2018</u>	<u>Est 1st Year Int @4% FY2018</u>	<u>Est 1st Year Cost FY2018</u>
Civil Defense					
Radio-Controlled Flashing Warning Signs (\$18,360)	deferred	5	0.00	0.00	0.00
			0.00	0.00	0.00
Police					
Vehicle Replacement - 3 Cruisers (\$120,000 Cash)	CASH		0.00	0.00	0.00
ECW/Tasers (\$33,000 cash)	CASH		0.00	0.00	0.00
	0.00		0.00	0.00	0.00
Fire					
Semi Automatic Defibrillators (\$17,500 ARF)	ARF		0.00	0.00	0.00
F/F Bunker Gear	135,000.00	5	27,000.00	5,400.00	32,400.00
IV Pumps - Intubation System (\$25,500 ARF)	ARF		0.00	0.00	0.00
Ambulance Stretcher (\$18,100 ARF)	ARF		0.00	0.00	0.00
	135,000.00		27,000.00	5,400.00	32,400.00
Recreation					
Ames Street - Netting (\$14,800 Cash)	CASH		0.00	0.00	0.00
	0.00		0.00	0.00	0.00
Council on Aging					
Lift-Equipped Van for medical related trips	57,000.00	5	11,400.00	2,280.00	13,680.00
	57,000.00		11,400.00	2,280.00	13,680.00
Animal Control					
Van - replacement (\$26,000) – def. to FY19 capital	deferred	5	0.00	0.00	0.00
	0.00		0.00	0.00	0.00
Public Works					
Roads - Sidewalks					
Norwood Street, Massapoag Avenue & others	736,145.00	20	36,807.25	29,445.80	66,253.05
Equipment - Vehicles					
Dump Truck - 6-Wheel with Hook & Lift System	215,000.00	10	21,500.00	8,600.00	30,100.00
Mower Deck - Flail mower for Trackless	25,000.00	5	5,000.00	1,000.00	6,000.00
Building Improvements					
Storage Containers - replacement	60,000.00	10	6,000.00	2,400.00	8,400.00
<i>Town Hall Renovation/Replacement project</i>	-	20	0.00	0.00	0.00
Administration					
Plotter/ArcGIS/AutoCAD/Viewpoint - permitting	105,616.00	5	21,123.20	4,224.64	25,347.84
	1,141,761.00		90,430.45	45,670.44	136,100.89
SUB-TOTAL - TOWN BORROWING	1,333,761.00		128,830.45	53,350.44	182,180.89
School					
District Technology					
MacBook Airs 1:1 - SMS	88,000.00	5	17,600.00	3,520.00	21,120.00
MacBook Airs 1:1 - SMS (\$91,000 Cash)	CASH				
Computers for SMS (6 th /7 th) Carts (2 yr cycle) -replace	100,000.00	5	20,000.00	4,000.00	24,000.00

Teacher Laptops - SMS (100% replacement)	57,000.00	5	11,400.00	2,280.00	13,680.00
Projectors - replace old/broken devices across district	25,000.00	5	5,000.00	1,000.00	6,000.00
Wireless access points, servers, etc.	25,000.00	5	5,000.00	1,000.00	6,000.00
Cycle Replacement for Staff Laptops (SPED)	22,500.00	5	4,500.00	900.00	5,400.00
	317,500.00		63,500.00	12,700.00	76,200.00
Furniture					
District-Wide furniture in libraries - replace	10,000.00	5	2,000.00	400.00	2,400.00
	10,000.00		2,000.00	400.00	2,400.00
District Projects					
<i>Heights - roof replacement</i>	-	20	0.00	0.00	0.00
Cottage & East Fire Alarm Panel replacement	17,000.00	5	3,400.00	680.00	4,080.00
District-Wide Window Treatments - Blinds & Shades	25,000.00	5	5,000.00	1,000.00	6,000.00
Heights - Generator	175,000.00	10	17,500.00	7,000.00	24,500.00
Heights - Ceiling Tile replacement (300)	45,000.00	5	9,000.00	1,800.00	10,800.00
Heights - Masonry Repair	65,000.00	5	13,000.00	2,600.00	15,600.00
	327,000.00		47,900.00	13,080.00	60,980.00
School Vehicles					
Maintenance Van - replacement	30,000.00	5	6,000.00	1,200.00	7,200.00
Replacement Vans - Special Ed Fleet (2)	60,000.00	5	12,000.00	2,400.00	14,400.00
	90,000.00		18,000.00	3,600.00	21,600.00
SUB-TOTAL - SCHOOL BORROWING	744,500.00		131,400.00	29,780.00	161,180.00

TOTAL - TOWN & SCHOOL BORROWING	2 ,078,261.00		260,230.45	83,130.44	343,360.89
Total - 5 Year	892,116.00	5	178,423.20	35,684.64	214,107.84
Total - 10 Year	450,000.00	10	45,000.00	18,000.00	63,000.00
Total - 20 Year	736,145.00	20	36,807.25	29,445.80	66,253.05
	2,078,261.00		260,230.45	83,130.44	343,360.89

Water

Water main replacement (S. Pleasant, Walnut, Edgewood, Ridge, Valley, Sylvan)	1,290,000.00
Emergency connection to MWRA via Tiot Street (build pump station; replace AC pipe on Edge Hill Rd from Norwood St. to Tiot St.; Tiot St. to Norwood town line)	735,000.00
TOTAL - WATER	2,025,000.00

Other Financing Sources:

Cash	Cash Projects (Cruisers, Tasers, Ames St. Netting, MacBook Airs)	258,800.00	Gross Budget – FY2018	77,522,904.00	
CPA Funds	Ames St - resurface basketball courts; playground enhancements	38,500.00	(Exempt Debt - FY2019)	(5,414,839.00)	
CPA Funds	Recreation Greenspace (additional outdoor game space)	42,225.00	Net Budget	72,108,065.00	
CPA Funds	Mann's Pond Dam - repair and rehabilitation	255,000.00			
CPA Funds	Painting exterior - Community Center	54,165.00			
Water	Water main replacement; emergency MWRA connection	2,025,000.00		6%	5.5%
Amb. Reserve	Defibrillators, IV Pumps, Stretcher	61,100.00	6%/5.5% Net Operating Budget	4,326,483.90	3,965,943.58
Unexpend capital			(Non-exempt debt - FY2018)	(2,623,037.00)	(2,623,037.00)

Unexpended capital			Available FY2018 Add'l		
Chapter 90	Various Road Projects (not shown above)	693,572.00	Debt Service (FY2018 Cash Capital)	1,703,446.90	1,342,906.58
			Net FY2018 Available Debt Service	(258,800.00)	(258,800.00)
Total Other Financing Sources		3,428,362.00		1,444,646.90	1,084,106.58

TOTAL - ALL CAPITAL PROJECTS 5,506,623.00

4.47%

Unexpended Previously Approved Capital Funds Total : _____

*Held items Town office renovation/replacement held to fall STM; Heights roof free cash;
Heights generator up \$25K; 1:1 laptops reduced from \$270K to \$179K*

Heights Elementary Generator Discussion

The committee agreed to adjust the cost of the generator from \$150,000 to \$175,000 to include engineering and project management costs.

MOTION: (Heitin - McGrath) To approve the generator project expenditure

VOTED: (6-0-0) **PASSES** unanimous

1:1 Laptop Initiative Discussion

The committee members briefly discussed some concerns about the laptop program with Dr. Marcus. He explained that they have a staff tech team for troubleshooting and factor in approximately a 10% contingency for addition devices to be used as loaners in the event a student is temporarily without a device.

The committee agreed to adjust the 1:1 laptop purchase from \$270,000 to \$179,000.

MOTION: (Gladstone - Korin) To approve the laptop purchase

VOTED: (6-0-0) **PASSES** unanimous

Adjournment

VOTED: Heitin - Smith-Lee (6-0-0) To adjourn the meeting at 7:55pm - unanimous