

**MINUTES**  
**CAPITAL OUTLAY COMMITTEE**  
*December 3, 2020*

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:	William Heitin, Hanna Switekowski
Finance Committee:	Ann Keitner, Anja Bernier, Pat Achorn (Alt)
Planning Board:	Rob Maidman
School Committee:	Adam Shain, Katie Currul-Dykeman
Town Administrator:	Frederic Turkington, Jr.
Finance Director:	Krishan Gupta

*Members Absent*

Planning Board:	David Blaszkowsky
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*Others Present*

IT:	Donald Hillegass, Director; Jeff Rose
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Technology and  
Telecommunications  
Committee:

Chuck Levine, Chair  
Jim Freeman - Vicon Solutions

Sharon Schools:

Dr. Meg Dussault, Acting Superintendent  
Liz Murphy, Assistant Superintendent  
Dr. Angela Burke, Director of Curriculum and Instruction  
Tony Kopacz, Facilities Director

**Department Presentations**

**Technology and Telecommunications – Chuck Levine, Chair**

Mr. Levine stated that in June of 2019, Mr. Gordon Gladstone of the Standing Building Committee requested that the Technology and Telecommunications Advisory Committee be consulted in drafting or managing specifications to streamline building video security. After 18 months of research and discussions, a combined system was settled upon for all Town Buildings.

Mr. Jim Freeman of Vicon Solutions gave a brief presentation of the proposal for video security and surveillance equipment and programming. All sites have been visited and the current system and equipment surveyed. This proposal will preserve 80 to 90 percent of the existing equipment and will overlay mostly software. A benefit of this system will be ease of access for first responders. Vicon is attempting to embark on a long term relationship with the Town of Sharon and will be able to leverage Vicon partners for service.

It was asked what the long term costs would be along with the lifespan of the system and equipment. Mr. Freeman explained that there are no recurring licensing costs and maintenance is fixed. There is forced obsolescence with the hardware. The main component of concern would be the hard drive. There is a three-year manufacturer's warranty and it is not uncommon to replace it after five to seven years. The replacement cost would generally be for a simple hard drive swap. The cost could be \$5,000 to \$20,000 depending on the retention policy.

Ms. Bernier asked about monitoring. It was explained that there would be a policy put into place before any equipment is installed. It was agreed that this is an important issue and Mr. Levine would like to discuss with the School Committee.

It was also asked whether Vicon would be responsible for cyber security and back up. It was explained that the networking team would be responsible for security. There is typically security on the closed network. Vicon does have a way to backup with redundant servers and explained there would be no off-site cloud storage.

Other communities using this system are Weymouth and Boylston.

### **School Department – Dr. Meg Dussault, Superintendent**

Dr. Dussault, Liz Murphy, Dr. Burke, and Tony Kopacz delivered a presentation on the capital requests for the School Department. The presentation began with an overview of requests from prior budget cycles.

This year's request includes the 8<sup>th</sup> grade 1:1 equipment. All teachers now need reliable devices with the reliance on hybrid learning model. It was explained that the teachers will not have full operation of the remote platform with Chromebooks.

Interactive whiteboards at the Middle School need replacement. They were all purchased at the same time and are now failing at the same time. The School Department expects to begin cycling replacement of the white boards.

Ms. Switekowski asked about iPads and whether they are obsolete. Are the devices traded or recycled? The Department does try to utilize buy back credit toward the purchase of new devices.

The Heights Elementary playground needs to be resurfaced. There was a question of whether this would qualify as a capital expenditure.

Mr. Kopacz explained that the rooftop units of the HVAC system need to be upgraded, including the RTU over the nurse's office.

Lastly, there is a request for replacement of two multi-use SPED vans. At any given time, there are 32 of 35 vans out each day leaving 3 spare vehicles for use if there is a mechanical issue.

Mr. Maidman stated that anything that is able to be deferred should be put off due to the financial pressure that the Town is facing due to COVID. There was an update on CARES Act funding and what might and might not qualify for reimbursement along with the status of expenditures to date.

Mr. Maidman also asked about the long distances and high mileage put on the SPED vehicles and whether there was an opportunity to review logistics of the routes to maximize efficiency. It was explained that the Schools have little control of the location of student specific programs but they do what they can to keep the mileage down.

Dr. Dussault explained that this is her first time going through the capital and budget process and wasn't sure what to expect. With this evening's feedback, the School Department will update the presentation and schedule another brief overview with the committee.

**MOTION:** (Switlekowski - Keitner) To adjourn the meeting at 9:00 pm.

**VOTED:** 8-0-0 **PASSES**

Switlekowski: Aye

Bernier: Aye

Maidman: Aye

Heitin: Aye

Keitner: Aye

Blazkowski: Aye

Currul-Dykeman: Aye

Shain: Aye