

**MINUTES**  
**CAPITAL OUTLAY COMMITTEE**  
*November 19, 2020*

The meeting of the Capital Outlay Committee was called to order on Zoom at 7:03 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, David Blaszkowski
School Committee:	Adam Shain, Katie Currul-Dykeman
Town Administrator:	Frederic Turkington, Jr.
Finance Director:	Krishan Gupta

*Members Absent*

School Committee:

*Others Present*

Public Works: Eric Hooper, Superintendent

**Administrative Items**

**MOTION:** (Heitin-Switekowski) To approve the regular session minutes of November 12, 2020.

**VOTED:** 7-0-1 **PASSES**

Switekowski: Aye	Bernier: Aye	Maidman: Aye
Heitin: Aye	Keitner: Aye	Blazkowski: Aye
Currul-Dykeman: Abstain	Shain: Aye	

Before beginning, it was requested that Mr. Gupta provide an update on CARES Act reimbursement. Ms. Keitner explained that reimbursement of expenditures for the schools is unlikely because COVID is not “in the schools.”

Under the CARES Act, \$150 billion was allocated for state and local governments on a per capita basis. The Commonwealth of Massachusetts received \$2.67 billion, with \$121 million provided directly to the City of Boston, and \$91 million to Plymouth County.

Of this, the Commonwealth made available to all the remaining cities and towns \$502 million. The program is called Coronavirus Relief Fund – Municipal Program (CVRF-MP). Sharon’s share is \$1,670,161, with the following caveats.

- Service dates: 3/1/20-12/30/20 (Not 12/31).
- Expenditures must be in direct response to the pandemic and not part of regular budget.
- CVRF-MP funds can’t be used to offset revenue losses
- Most categories require towns to apply for FEMA reimbursement first (75%) and seek 25% from the CVRF-MP.
- There is continuing confusion around what is reimbursable by FEMA and what is the FEMA cut-off date. The Town is applying for FEMA reimbursement accordingly.
- The program is based on federal act and the guidance may change/evolve.

So far, various departments have spent/requested \$2,423,418.73. The major expenditures are on COVID health insurance expenditures through Blue Cross Blue Shield and the Schools for their IT and other needs to respond to the pandemic. Of this, \$1,095,571 is CVRF-MP eligible according to the state A&F template. The remaining \$1,334,876.66 is subject to FEMA reimbursement and remains to be realized.

That still leaves \$574,590 in the Town's allocation of \$1,670,161 in CVRF-MP funds. There will be a final round of reconciliation starting January 2021 and the monies could be moved around. It will be quite a while before all these accounts are reconciled and settled.

Besides, the \$945,895.28 spent/requested by the schools from these funds, they have also received \$794,475.00 in CARES Act funding through the DESE.

No final votes will be taken until January but it is felt that the information is important to keep in mind.

## **Department Presentations**

### **Public Works – Eric Hooper, Superintendent**

Mr. Hooper provided an update from prior years. He relayed that there are outstanding balances from FY20 which will be turned back; a little over \$9,000 for equipment and just over \$1,600 from the Community Center audio closet. The equipment has been purchased below cost estimates. There are some remaining FY20 funds for roads and sidewalks which Mr. Hooper would like to retain for now. Projects are completed but the Department is trying to address driveway apron transitions to the new road surface as well as small areas of puddling.

Fiscal year 2021 purchases have not yet been expended but the dump trucks have been ordered. The Department has had to use Chapter 90 funds to repave East Street which leaves \$95,000 but it will not likely be taken from the capital budget.

Mr. Hooper went through this year's capital requests. The requests for roads and sidewalks are:

- S. Pleasant – Depot St. to Chestnut St. (Cold plane, 1050 linear feet) \$55,500;
- Chestnut St. – Depot St. to S. Main St. (Cold Plane, 2070 linear feet) \$92,000;
- Pine Road – S. Pleasant to Chestnut St. (Cold Plane, 850 linear feet) \$41,000;
- Forest Road – S. Pleasant to end (Cold Plane, 590 linear feet) \$35,000; and
- Chessman Road Sidewalk – Bishop to Williams, (1,200 linear feet) \$87,000.

The equipment requests are for a large dump truck and plow, a small dump truck and plow and a large field mower. The large dump truck would replace a 1998 Ford L-8000 which has failed inspection due to a rusted frame and is no longer road worthy. The small dump truck will replace a 2008 Ford F550 with 75,000 miles and needs approximately \$3,500 of repair work. The large field mower with trailer will replace a 2006 Toro mower with about 4000 hours of service.

The requests for the Water Department are based on the continuation of the revised Water Master Plan and includes the following.

### **Equipment: \$30,000**

- Small tow behind trailer for digging equipment: mini-excavator and loader.

**Main Replacement: \$550,000**

- Phase 2 of 3 of the Walnut/Oakland Road/ Area water main replacement project.

**System Maintenance: \$775,000**

- Water Meter Replacement Installation.

It was asked if water main replacement work is coordinated with the gas company. Mr. Hooper explained that to the extent the Department is able to, they do but there is little say in where the gas company completes their gas line replacement.

It was explained that the water main in the Walnut/Oakland Road area was last replaced in the 1890s and the majority of the lead services are in that area.

Mr. Maidman asked about whether there was any salvage value to the two vehicles being replaced. They will be auctioned but a significant amount of revenue is not expected.

It was also asked if there were any concerns about Chapter 90 allocation for FY22. There doesn't appear to be any at this time but it is based on gas tax receipts. The Department is not proposing aggressive paving and Chapter 90 funding will likely complete half of the work planned.

The Committee thanked Mr. Hooper for his presentation.

**MOTION:** (Bernier - Heitin) To adjourn the meeting at 8:09 pm.

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

Switlekowski: Aye

Bernier: Aye

Maidman: Aye

Heitin: Aye

Keitner: Aye

Blazkowski: Aye

Currul-Dykeman: Aye

Shain: Aye