

**Capital Expenditure Committee**  
Meeting Minutes  
Wednesday, September 21, 2016  
Town Hall, Selectmen's Meeting Room

*All CEC members present:*

*Brian Bartkus (BB), Tony Battaglia (TB), Dan Brosgol (DB), Mary Ellen Carter (MEC), Eric Dahlberg (ED), William Moonan (WM), Paul Mortenson (PM), Jim O'Neil (JO), Barbara Perry (BP)*

*Other attendees:*

*Taissir Alani – Facilities Director, Robert Bongiorno – Chief of Police, David Coelho – School Department Finance Director, Victor Garofalo – Town Finance Director, David Grunes – Fire Chief, Sherwood Ives – Information Systems Manager, Keith Mangan – Athletic Director, David Manugian – Director of Public Works, Marcia Pyles – DPW Information and Procurement Analyst, Rick Reed – Town Manager, Michael Rosen – Assistant Town Manager, Michael Rosenberg – Selectman, Jon Sills – Superintendent of Schools, Robin Steele – Recreation Commission*

*Meeting called to order by Chair at 7:30 PM.*

**1. Review and approve minutes of August 3, 2016 and August 17, 2016**

- a. CEC reviewed the meeting minutes of August 3, 2016.  
Motion to approve the meeting minutes of August 3, 2016 made by PM; seconded by BP. Approved by a vote of 6-0-1.
- b. CEC reviewed the meeting minutes of August 17, 2016.  
Motion to approve the meeting minutes of August 17, 2016 made by PM; seconded by BP. Approved by a vote of 5-0-2.

**2. Review Press Box Capital Item**

- a. Mr. Mangan summarized the history of the press box capital item and presented an overview of the project request in its current form, stating that the current request is for \$47,000.
- b. BB stated that he appreciated the presentation and is eager to understand if there are other potential sources for funding this capital project, indicating particular interest in the Recreation Department's reserve account.
- c. WM noted that an important consideration is the ongoing cost of maintenance for a lift, should it be approved and installed. Mr. Mangan indicated that he would look further into ongoing maintenance costs and report back to the CEC.
- d. WM added that he is also interested in understanding how much it would cost to remove the press box if the lift is not approved. DB responded that his understanding is that the removal cost is estimated at \$30,000.
- e. BP questioned whether project could be postponed and, if project were to proceed, what the annual maintenance costs would be. Mr. Mangan stated that the information he has seen indicates a useful life of 15 years, but he will investigate further and report back to the CEC on this question. BP followed up to ask what the longest that a lift like the one being requested has lasted. Mr. Mangan responded 20 years.

- f. WM asked Town Manager Rick Reed when it is expected that the Bedford Selectmen will finalize the warrant for Fall Town Meeting. Mr. Reed responded October 3<sup>rd</sup>.
- g. Responding to an earlier point made by BB on the potential for making use of the Recreation Department's reserve account to fund the project, Mr. Garofalo indicated that the balance for this account is substantially less than what was reported last year.
- h. TB stated that he wasn't part of the CEC when original votes on this project were taken, but it seems that it was known even then that there was an issue in terms of ADA Compliance.
- i. Jon Sills offered the point that there have been different perspectives on this issue, but his sense was that it was never anyone's intention to build the press box without a lift and then "stick it to" the town to request a separate project to install a lift.
- j. JO asked how the town would request funding for the project from the Recreation Department. Mr. Garofalo responded that the Recreation Commission would need to approve such funding and reiterated that the balance of its reserve account was significantly less than reported last year.
- k. After additional discussion, CEC reached consensus to entertain a motion on a recommendation: Motion by PM that CEC recommend approval of press capital item; seconded by DB. Approved by a vote of 5-3-1.

### **3. Review Water Meter Replacement Capital Item**

- a. Mr. Garofalo kicked off discussion on this item by recapping that he had last presented to the CEC on this project at an August meeting of the CEC, at which the CEC had requested some additional information that required testing of a sample of meters. Mr. Garofalo explained that this analysis has not yet been completed, but he views it as essential before a Town Meeting vote, so he would like to defer further CEC consideration of this project until the Spring, at which time he expects to have completed his analysis and will report back to the CEC, with the expectation that a recommendation be made for Annual Town Meeting.

### **4. Presentation of Staff Recommended FY18 – FY22 Capital Projects Plan**

- Mr. Reed initiated discussion of this item by explaining that Mr. Garofalo intended to present a high-level summary of a capital projects plan for the multi-year period, not a detailed discussion of individual projects.
- Mr. Garofalo presented several views of historic and projected town funding for capital projects, noting that his projections are extremely conservative and take into account all current and anticipated future capital projects.
- ED asked if the precipitous drop in debt (as percent of operating budget) could raise concerns of rating agencies? Mr. Garofalo indicated that this is unlikely to occur because there are no major projects on the horizon.
- WM noted that it seems that town leaders always talk about debt going away, but realistically it never seems to decrease, and that the reality is the town will certainly take on additional debt after 6 years, despite best projections.

### **5. Review Funding Plan for FY18 – FY22 Capital Projects Plan**

*N/A – covered by item #4 above*

## **6. New Business**

N/A

## **7. Next Meeting Dates**

- a. The CEC reviewed the schedule of upcoming meetings. TB noted that the next meeting is scheduled for Wednesday, October 5<sup>th</sup>.
- b. Mr. Rosen indicated that he will ask the Community Preservation Commission about participating in a joint meeting with the CEC on either October 10<sup>th</sup> or November 16<sup>th</sup>, adding that the latter is the preferred date for such a joint meeting.

## **8. Adjournment**

- a. Motion to adjourn made by PM; seconded by MEC. Approved by a vote of 9-0-0.

*Meeting was adjourned at 9:45 PM.*

*Respectfully submitted by Eric Dahlberg, CEC Clerk.*