



Bedford

MASSACHUSETTS

Capital Expenditure Committee

Meeting Minutes

7:00 PM EST

October 11, 2023

via Zoom

Members in attendance:

Mary Ellen Carter
Karen Dunn
Audrey Gould
David McClung
Emily Mitchell
Brad Morrison

Members not in attendance:

Tony Battaglia

Also Present: Amy Fidalgo, Assistant Town Manager, Dan Leahy, Director of IT, Paul Sheehan, Interim Fire Chief, John Fisher, Chief of Police

Chair David McClung opened the meeting at 7:02pm and read the following statement:

“Pursuant to Chapter 22 of the Acts of 2022, which temporarily suspends certain provisions of the Open Meeting Law, this meeting of the Capital Expenditure Committee is being conducted via remote participation. Persons who would like to listen or view this meeting while in progress may do so by Zoom or by phone. This meeting is being recorded by the Town of Bedford. All votes taken by this body shall be by roll call vote.”

Chair David McClung, asked the CapEx members to announce they are present: Mary Ellen Carter, present; Karen Dunn, present; Audrey Gould, present; Dave McClung, present; Emily Mitchell, present; Brad Morrison, present.

1. Review and approval of meeting minutes

Mary Ellen Carter requested correction of nomination and seconding for Vice Chair of CapEx. Tony Battaglia nominated Mary Ellen Carter as Vice Chair and David McClung seconded the nomination.

Emily Mitchell made a motion to approve meeting minutes of September 27, 2023, David McClung seconded. Committee considered minutes approved as amended. Minutes were updated and posted to the town website.

The motion passes 6,0,0

2. FY25 Capital Presentation: Town IT

Dan Leahy presented the FY25-FY30 Capital plan for the IT Department, focusing on the FY25 line items of IT Equipment and Software, Computer Servers, Network Switches, Firewall Replacement and Equallogic Storage Array. Dan Leahy answered committee member questions and clarified that IT capital budget numbers for out years are adjusted for inflation, which is different from some other departments that use current dollars for all years. Mary Ellen Carter asked why the current replacement of desktop computers is less than 10% of inventory. Dan Leahy noted they have been reusing equipment with new hard drives and memory when possible in order to extend the useful life of equipment, but does anticipate needing to replace closer to 20% of inventory in future years.

3. FY25 Capital Presentation: Police Department

Chief Fisher presented the FY25-FY30 Capital plan for the Police Department. There is only one Capital request for FY25, Police Channel 2 Radio. Chief Fisher explained that a second channel allows for more communication in an emergency as well as enabling the encryption of private information. All neighboring towns have two police radio channels. Funding will be used for antennas, cabling and labor; the FCC has already allocated the second radio license to Bedford.

Emily Mitchell asked when we will have a firm cost figure for this item and Chief Fisher said by Annual Town Meeting, as vendors won't guarantee a price for more than three months. In response to a question from Dave McClung, Chief Fisher explained that we will lose the rights to this channel if this funding isn't approved.

Chief Fisher also highlighted the FY28 Dispatch Equipment Replacement capital request and noted the console will be at the end of its useful life as well as at the end of support from Motorola.

4. FY25 Capital Presentation: Fire Department

Interim Chief Sheehan presented the FY25-FY30 Capital plan for the Fire Department, focusing on the FY25 capital requests of the 2007 Pierce Fire Engine Replacement and the Automatic CPR Device Replacements. Chief Sheehan explained that there is a two year lead time on a new fire engine and the 2007 engine will be 19 years old and has corrosion on its undercarriage as well as maintenance issues consistent with its age. Chief Sheehan responded to committee member questions and validated that the new engine requested will fit at both the current and new fire stations, and will accommodate the Rescue System on the FY26 capital plan.

Chief Sheehan explained that automatic CPR compression devices remove human error and fatigue from the CPR process.

5. Adjournment

Adjournment- At 7:50pm, Mary Ellen Carter moved to adjourn. Audrey Gould seconded.

Mary Ellen Carter -aye
Karen Dunn - aye
Audrey Gould - aye
David McClung - aye
Emily Mitchell - aye
Brad Morrison - aye

The motion passed unanimously.

Respectfully Submitted by: Audrey Gould, Clerk

Documents and Exhibits Used During this Meeting:

IT Capital Presentation 092623: Town IT
Police CapEx 2023: Police Department
Fire - Capital Budget Overview FY25: Fire Department