

**Finance Committee & Capital Improvement
Committee Minutes
Town of Bellingham – Municipal Center
Monday, April 11, 2011**

1. FinCom Present: Raymond Szczepan, Henri Masson, Roland Lavallee, Joseph Collamati, Toni Picariello, Carol Dill, Katie Quinn
CIC: Mary Beth Cuomo, Roland Lavallee, Joseph Collamati, Judy Manning, Toni Picariello
2. FinCom Absent: N/A
CIC: N/A
3. Meeting called to order: 7:15 p.m.

Attending: Denis Fraine, Marilyn Mathieu
4. **Introduction of State Representative Ryan Fattman.**

Representative Fattman introduced himself and gave a "macro" explanation of what the State budget could be and the upcoming votes.

There should be a 2% increase in c.70 (Special Ed) funds. The Town received a letter stating that c.90 (roads) funds have increased. The state aid from the lottery will be cut 7%. The State's biggest expenditures are pension, health care and debt interest.

ARTICLE 10 - Capital Outlay - School Technology Plan (\$185,000 from Free Cash)

Appearing: Frank Cartier, David Fischer, Frank Gauvin, Cheryl Gray, Steve Patrick, Butch Fleury, Billy Jean Lavallee, Ed Featherston, Ron Martell, Debbie Page, Mr. Testa, and Michael Garafoli.

Mr. Garafoli explained that this is year 2 of the 5 year technology plan. They are asking for 150 computers, 40 network switches and 2 servers.

Joseph Collamati asked if a client server is better. Mr. Garafoli said that Bellingham is in a 12 school consortium. No one is using Virtual Desktop Infrastructure (VDI) yet. Bellingham is not ready for the "desktop in the cloud". The "cloud" is not comparable in cost nor is it feasible at this time. They are open for the possibility in the future. Katie Quinn asked if the school could apply for a pilot program. Mr. Garafoli stated that they could do a pilot program, but they are not offered for free and they are not cheap. There are a bunch of companies who offer the programs.

DRAFT MINUTES

Judy Manning asked what the computer labs are used for. Mr. Garafoli stated that the labs are used for math, spelling, and other certain computer applications. State standard require K-12 to learn certain technology in class. Judy Manning was concerned that students are spending too much time in front of a machine and there are teachers to teach not a machine to teach. Billy Jean Lavallee explained that technology is used to supplement learning and that the technology is integrated with the teaching. There is teacher supervision in the labs, usually one-on-one hands on learning and students can work at their own pace. Mr. Fleury said that teachers are mandated to know how to access resources such as language, research, math and more on-line learning.

The network switch is a computer networking device that connects network segments. They will be used in the labs. They got 13 switches last year and will be getting 40 this year.

The oldest computers will be 5 years old. They donate some of the computers to Primavera Center who used them to rebuild machines. There is a company that picks up the junk computers for free.

Roland Lavallee mentioned that this should become part of the normal school budget in the future.

See below for breakdown

<u>Description</u>	<u>Quantity</u>	<u>Amount</u>
<i>Desktop computers</i>		
Replace 3 computer labs at High School	78	\$39,000
Replace 10 classroom computers at High School	10	\$5,000
Replace 10 classroom computers at Middle School	10	\$5,000
Replace 12 classroom computers at Clara Macy	12	\$6,000
Replace 12 classroom computers at South	12	\$6,000
Replace 12 classroom computers at Stall Brook	12	\$6,000
Replace 5 SPED computers at High School	5	\$2,500
Replace 2 SPED computers at Middle School	2	\$1,000
Replace 3 SPED computers at Clara Macy	3	\$1,500
Replace 3 SPED computers at South	3	\$1,500
Replace 3 SPED computers at Stall Brook	<u>3</u>	<u>\$1,500</u>
	150	\$75,000

DRAFT MINUTES

Network Switches (buildings) 40 \$100,000

High School (12/34); Middle School (15/47)

South (6/6); Macy (3/3/); Stallbrook (4/4)

* Replaces 40/94

* Already started consolidation process during Phase I.

Virtualization Servers

Servers with VMWare 2 \$10,000

* Already started virtualization during Phase I.

TOTAL REQUESTED FOR FY2012

YEAR 2 of the 5-year plan

\$185,000

Capital Improvement Committee: Joseph Collamati/Mary Beth Cuomo motion to recommend the Technology Plan as presented and broken-down above. VOTE: 3/1 (Judy Manning voted against the plan) Roland Lavallee recused himself.

FinCom: Raymond Szczepan/Henri Masson motion to recommend the Technology Plan as presented and broken-down above. Funding: Free Cash. VOTE: 6/0 (Roland Lavallee recused himself).

ARTICLE 10 - Capital Outlay - School; Middle School Boilers (\$600.00 from borrowing)

Appearing: Richard Marks (RDK Engineers, Boston)

Mr. Marks explained that the Budget for the boilers has increased to \$600,000 and there is a 99.9% that the school building assistance (SBA) program will approve the project and reimburse the Town 51.21% (\$306,000). The Town has 90 days to recommend the project. There will have to be a Special Town Meeting, probably on June 8, 2011. The bid will go out April 12th and will be due in about 3 weeks. The cost breakdown is as follows:

Feasibility Study Agreement	\$17,440.
Administration	21,400.
Architectural/Engineering	34,260
Site Acquisition	0
Construction Budget	497,222
Alternates	0
Misc. Project Costs	2,500
Construction Contingency	24,861

DRAFT MINUTES

Owner's Contingency	<u>1,462</u>
Total Project Budget	\$599,145

The Green Repair Program Committee has been established. School Department applied for money to replace two boilers at Bellingham Memorial Middle School. The Middle School boilers are 47 years old (1964). Honeywell is the company and would replace the old with 4 high efficiency boilers and controls (a whole new system). In the meantime, they retubed the boiler at a cost of \$17,000.

Town Meeting vote in the fall recommended \$440,000, since that Town Meeting the cost had increased. Also, in the fall 3 high efficiency boilers & controls would replace two 47 year old boilers. They are now planning on 4 boilers.

Capital Improvement Committee: Joseph Collamati/Judy Manning motion to recommend the Boiler project. VOTE: 5/0.

FinCom: Raymond Szczepan/Henri Masson motion to recommend \$600,000 for the Boiler project. Funding: Borrowing. VOTE: 7/0.

ARTICLE 9 - AMEND ARTICLE 1

No. 303 School Transportation

The estimated remaining transportation budget balance will be \$150,000. The School department is requesting that \$75,000 be transferred to School Expenses to pay for classroom supplies and materials; textbooks, copy paper and custodial supplies (paper towels/toilet paper). Money was saved by out-of-district student changes. Circuit Breakers funds do not reimburse transportation.¹

This will be discussed on April 25, 2011 with the School Budget.

Board of Selectmen

ARTICLE 10 - CAPITAL OUTLAY

A. Various Road Projects - Department of Public Works (\$1,000,000 from borrowing)
Appearing: Donald DiMartino, Dawn Davies

¹ The new "Circuit Breaker" law reimbursing Special Education costs is scheduled to take effect in FY'03. The law is designed to reimburse districts for high cost students. The law reimburses instructional and tuition costs for In District and Out of District students. For In District students, districts will be reimbursed 80% of instructional costs that exceed three times the Statewide Foundation Budget. Out of District costs will be reimbursed at 65% of tuition costs that exceed four times the Statewide Foundation Budget (The Statewide Foundation Budget for FY'02 is expected to be approximately \$7,000/pupil.) Transportation costs are not included and are reimbursed under Ch 71B sec 14.

DRAFT MINUTES

The Road Committee consists of Dawn Davies, Roland Lavalley, Joseph Collamati, Donald DiMartino, Denis Fraine, and Skip Goodnow.

The Road Committee met last week and observed many streets in Town and will choose roads that will be on the priority list. The following roads are at the top of the list.

Lake Street (most of it)
Nason Street
Maple Street (North Section); Engineering
Mann Street
\$50,000 for Crack Sealing
\$100,000 for Chip Sealing (Spraying asphalt and stone chips - lasts about 6 years)

Capital Improvement Committee: Joseph Collamati/Mary Beth Cuomo motion to recommend the Road Projects. VOTE: 5/0

FinCom: Raymond Szczepan/Katie Quinn motion to recommend the Road projects pending a specific list naming roads, repairs to be done and estimated costs. Funding: Borrowing. VOTE: 7/0.

ARTICLE 19 - PURCHASE OF LAND - \$125,000

Appearing: Brian Norton, Michael O'Herron, and Neal Standley.

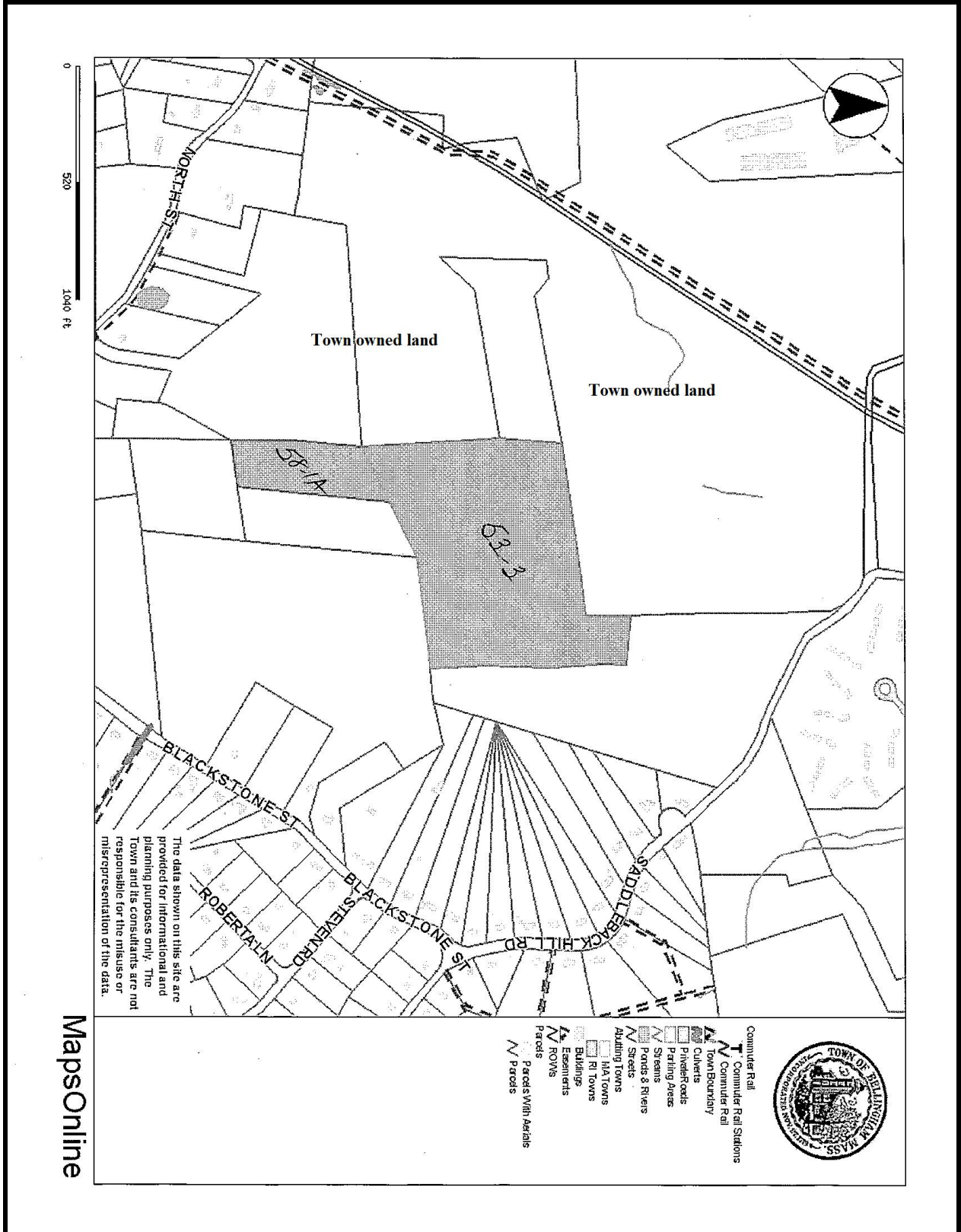
The property is located between North Street, Blackstone Street and Saddleback Hill Road. The owner is Joseph Winiker and includes two parcels assessed at \$94,400 and \$22,700. There is no real estate taxes owed. The property is land locked and the Town owns property abutting the land. The Town would like the land for municipal purposes, such as walking trails, etc. Toni Picariello spoke to the owner and he is in favor of this sale. See Map included.

The Conservation Commission is in favor of this Article. It is recommended by Conservation Commission and Denis Fraine that the funding will be \$50,000 to be paid following the May ATM and to come from the Con Com's land acquisition trust account and the remaining \$75,000 to be paid following the Fall STM. Denis Fraine explained that the Town will be looking to authorize borrowing but likely amend the authorization to pay the \$75,000 in the fall from Free Cash. There is approximately \$171,000 in their Land Acquisition Trust Account.

Joseph Collamati would like more funding from the Land Acquisition Trust Fund since it is available because the Town needs the funds for other projects.

CIC: Joseph Collamati/Judy Manning motion to recommend the purchase of the land. VOTE: 4/1 (Roland Lavalley did not vote in favor of this purchase).

DRAFT MINUTES



DRAFT MINUTES

FinCom: Joseph Collamati/Henri Masson motion to recommend the purchase of the land. Funding: \$100,000 transferred from the Land Acquisition Trust Account and \$25,000 from borrowing. VOTE: 4/3 (Raymond Szczepan, Roland Lavallee, Carol Dill voted against this purchase, they do not believe the Town should buy the land)

ARTICLE 18 - GRANT OF EASEMENT-2 SOUTH MAIN STREET TO 400 PULASKI BLD.

The owners are: Steven Washakowski & Nancy Eisenhut, 400 Pulaski Boulevard, Bellingham Veterinary Clinic

Pursuant to Donald DiMartino, the easement is to allow for the modification of the Bellingham Veterinary Clinic access to parking. Once Pulaski Blvd construction was underway the property was damaged and all parking was eliminated. The Mass DOT revisited the driveway issue. It was agreed it would be safer to provide a signalized exit near the South Main Street stop line, and MassDOT agreed to fund the change order. This modified the easement needed which will now include some of the exit drive, which is on the 2 South Main St (Town owned) parcel. The appraisal for the easement is \$5,000 which the Washakowski did not accept. They now have a traffic light signal at their "exit" driveway.

Joseph Collamati/Carol Dill motion to recommend the easement. VOTE: 7/0.

Joseph Collamati mentioned that there should be a sign on Wrentham Street "yield on green" for the left turn.

ARTICLE 11 - NON-CAPITAL OUTLAY EXPENDITURES (under \$50,000)

Assessors-Revaluation - \$45,000 from Overlay Surplus.

This is the yearly request to prepare and update the revaluation.

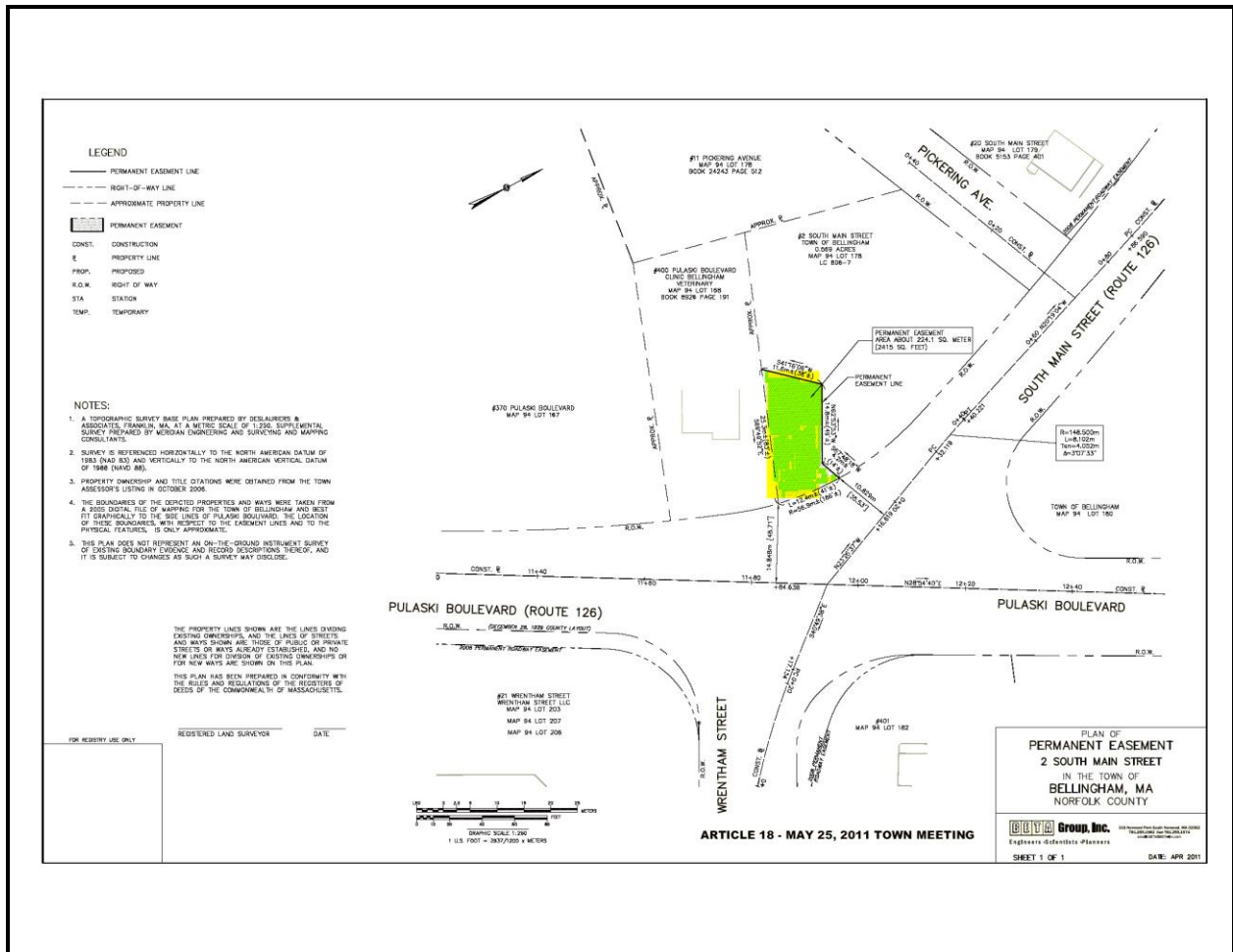
Joseph Collamati/Henri Masson motion to recommend the transfer to Assessors Revaluation. Funding: \$45,000 from Overlay Surplus. VOTE: 7/0.

ARTICLE 5 - CONVEYANCES AND EASEMENTS - \$1.00

This article authorizes the Board of Selectmen to accept and/or purchase conveyances or easement for town projects. The amount requested is \$1.00 and keeps the account open.

DRAFT MINUTES

Henri Masson/Katie Quinn motion to recommend this Article. Funding: \$1.00 from taxation. VOTE: 7/0



Article 18 - Easement

ARTICLE 6 - PURCHASE OF SURPLUS EQUIPMENT - \$1.00

This article authorizes the BOS to purchase surplus equipment. The \$1.00 requested is to keep the account open.

Katie Quinn/Raymond Szczepan motion to recommend this Article. Funding: \$1.00 from taxation. VOTE: 7/0

DRAFT MINUTES

ARTICLE 7 - TOWN PROPERTY AUCTION

This article authorizes the BOS to sell, by auction, real estate taken by non-payment of taxes and other town property, such as vehicles, etc. The last time there was an auction was in 1993. The Collector is compiling a list of property now.

Carol Dill/Joseph Collamati motion to recommend this Article. VOTE: 7/0

ARTICLE 20 - ACCEPTANCE OF MGL c.138, §33B

This article is being requested so that restaurants in Town can serve liquor on Sundays starting at 10:00 a.m. Some restaurants have requested this so they can offer drinks with brunch. See M.G.L. below:

Mass. General Law

Chapter 138: Section 33B. Sales of alcoholic beverages by on-premise licensees on Sundays and certain legal holidays; sales between 10:00 A.M. and 12:00 noon

Section 33B. The local licensing authority of any city or town which accepts this section may authorize licensees under section twelve to sell alcoholic beverages between the hours of 10:00 a.m. and 12:00 noon on Sundays, the last Monday in May and on Christmas day or on the day following when said day occurs on Sunday.

Joseph Collamati/Carol Dill motion to recommend this Article. VOTE: 6/1 (Joseph Collamati voted against)

ARTICLE 9 - AMEND ARTICLE 1

<u>Department</u>	<u>Amount Requested</u>	<u>Transfer from</u>	<u>Commentary</u>
CFO-Salaries Expenses	\$8,500.00	Treasurer - Salaries	Reorganizing employment positions
CFO-Salaries	\$39,800.00	Collector - Salaries	Reorganizing employment positions.
Police - Expenses	\$5,400.00	Police - Salaries	To repair jail cells.
Solid Waste - Salaries	\$500.00	Solid Waste - Expenses	Transferring Town Hall Custodian to Recycling Center.
On the Job Injury	\$15,000.00	Free Cash	Medical Expenses
Snow and Ice	\$600,000.00 \$35,000	Free Cash Debt Interest	To pay all the Snow & Ice bills to date.

DRAFT MINUTES

Debt - Principal	\$200,000.00	Debt-Long Term Interest	To pay off the HS Roof project and the School Critical Needs project (i.e.: Macy repairs, etc.)
------------------	--------------	----------------------------	---

Raymond Szczepan/Carol Dill motion to recommend the amendment and transfers to Article 1 as listed above. VOTE: 7/0

ARTICLE 24 - AMEND ARTICLE 2 -Trash

There are no transfers requested at this time.

Joseph Collamati/Henri Masson motion to pass over this Article. VOTE: 7/0.

ARTICLE 25 - AMEND ARTICLE 3 - Water

There are no transfers requested at this time.

Joseph Collamati/Henri Masson motion to pass over this Article. VOTE: 7/0.

ARTICLE 26 - AMEND ARTICLE 4- Sewer

There are no transfers requested at this time.

Joseph Collamati/Henri Masson motion to pass over this Article. VOTE: 7/0.

ARTICLE 1 - OPERATING EXPENSES AND SALARIES (except School)

This Article will be discussed on April 25, 2011.

ARTICLE 2 - TRASH ENTERPRISE

This Article will be discussed on April 25, 2011.

DRAFT MINUTES

ARTICLE 3 - WATER ENTERPRISE

This Article will be discussed on April 25, 2011.

ARTICLE 4 - SEWER ENTERPRISE

This Article will be discussed on April 25, 2011.

7. **GENERAL DISCUSSION**

- A. Toni Picariello passed out the April 2011 ATFC Newsletter and let everyone know about the workshops being offered.

Adjourned:

FinCom: Joseph Collamati/Raymond Szczepan motion to adjourn. VOTE: 7/0. 9:20 p.m.

CIC: Joseph Collamati/Judy Manning motion to adjourn. VOTE: 5/0. 9:00 pm