

Town of Upton



Massachusetts

Capital Budget Committee

Kenneth Glowacki, Chairman

Robert Varney, Secretary

Frank Aniello

Gary Bohan

Jonathan Calianos

Tina Cote

Capital Budget Committee Meeting Minutes

April 6, 2010

Meeting was called to order by the Chairman at 7:10 PM

Present: Frank Aniello, Gary Bohan, Jonathon Calianos, Tina Cote, Kenneth Glowacki, Robert Varney

The Committee accepted the minutes of February 25, 2010 with no changes.

The Chairman presented copies of a five year DPW Capital Improvement Plan (CIP).

A discussion took place led by the Chairman regarding the capital requirements being requested in the Town Warrant for the May 6 annual Town Meeting. At this point, based on our \$100,000 threshold, there are three capital requests. 1) \$100,000 for a salt shed, \$110,000 for replacement of two one ton dump trucks, and \$232,000 for construction improvements to town roads under chapter 90.

Tina Cote agreed to contact the DEP to determine the Town's obligations and requirements to cover the stored salt.

Ken Glowacki agreed to contact the DPW so that we can review the equipment that will be replaced. Mr. Glowacki also is going to contact the Selectmen so that we may meet with the DPW consultant to review the five year CIP.

The Committee will meet closer to Town Meeting once the Warrant has been closed to discuss our recommendations to the Town Meeting.

A discussion took place regarding the role of the CBC. It was determined that we are to develop a five year capital plan and present that plan to the Town. Without that plan it is difficult to make recommendations on specific items to the Town. Ken Glowacki offered to get the process rolling by contacting the Town Boards and requesting a five year capital plan.

The CBC's responsibilities based on Chapter 9 of the By-law are; "The Committee shall annually prepare a Capital Budget program for use by the Finance Committee, the voters, other Town Boards and officials in their deliberations. The Committee shall publish such a report or a summary thereof in a suitable manner and deposit original with the Town Clerk."

And also; "No motion relating to any capital expenditure in excess of \$100,000 or any appropriation for such capital expenditure shall be acted upon at any Town Meeting until it has been submitted to the Committee, except where provided otherwise by law. It shall be the duty of the Committee to make a recommendation, either verbally or in written form, to the Town Meeting concerning each article or transfer relating to capital expenditures of the Town."

It was agreed that the Committee will meet on May 4, 2010 at 7:00 PM in the Treasurer's office to discuss our capital recommendations to the Town Meeting.

Based on a motion by Frank Aniello and seconded the meeting adjourned at 8:32 PM.

Respectfully submitted,

Robert Varney
Secretary to the Committee