

# Town of Upton Massachusetts



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## Capital Budget Committee

Kenneth Glowacki, Chairman

Robert Varney, Secretary

Frank Aniello

Gary Bohan

Jonathan Calianos

Tina Cote

## Capital Budget Committee Meeting Minutes

July 22, 2010

Location: Treasurers Office Town Hall

Present: Frank Aniello, Gary Bohan, Jonathan Calianos, Kenneth Glowacki, Robert Varney  
Blythe Robinson, Town Manager

The meeting was called to order at 7:08 PM.

The Committee reviewed the Meeting Minutes of April 6, 2010, April 26, 2010, May 4, 2010, and June 9, 2010. Gary Bohan's changes to minutes of April 26 were incorporated into the minutes. The minutes were unanimously approved by the committee members present.

We reviewed the action taken at the continued Annual Town Meeting of June 15, 2010 regarding our recommendation on the four Capital Articles. The Town Meeting followed our recommendations. Mrs. Robinson indicated that the Selectmen have requested her to conduct a review of the Salt Shed requirement and present to them a recommendation as to whether to pursue building a second salt shed.

Chairman Glowacki presented to the Committee the Capital Improvements Program Standards from the Treasurers Handbook. We will use this document as our guide in preparing Upton's Capital Improvements Program. Ken asked each of us to review and become familiar with the document. The four Committee appointments for fiscal year 2011 will have to be made by the Finance Committee. The new appointments will be for four year terms such that one will expire each year. Our current appointments will stand until the new appointments are made by the Fincom at their next meeting. The members will be sworn in at that time however we can continue to vote and conduct business. The Planning Board and Fincom will need to appoint their respective representative to the Committee.

Action; Chairman Glowacki to obtain an electronic copy of the Capital Plan format.

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Jonathan Calianos joined the meeting at 8:00 PM.

The Committee next discussed the Capital requests received from the Town departments. Mrs. Robinson presented to the Committee the Board of Selectmen list of Capital Projects. A copy of the list accompanies these minutes. We have on file a Capital Improvement Plan from the DPW which includes a Rolling Stock Plan and a Pavement Management Program. We also have a plan from the Fire Department, EMS Department, and a requirement of a GIS system (\$125K) for the Board of Assessors.

Action; Chairman Glowacki to contact the Recreation Committee for their Capital requirements.

Mr. Calianos requested to revisit the discussion of the Capital Articles from the 2011 continued Annual Town Meeting. Specifically he wanted to know what interest rate was quoted for the lease of the five ton dump truck. Mrs. Robinson stated that the rate would be approximately 4.6%. A discussion took place as to whether the interest rate could have been lower if the Treasurer had borrowed the monies rather than going the lease/purchase route.

The next meeting will be 7:00 PM on August 12, 2010 at the Treasurers Office Town Hall.

Meeting adjourned at 8:25 PM.

Respectfully submitted,

Robert Varney  
Secretary to the Committee