

# Town of Upton

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# Massachusetts

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## Capital Budget Committee

Kenneth Glowacki, Chairman

Robert Varney, Secretary

Frank Aniello

Gary Bohan

Jonathan Calianos

Tina Cote

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## Capital Budget Committee Meeting Minutes

December 20, 2011

Location: Town Hall Treasurers Office

Present: Frank Aniello, Jonathan Calianos, Ken Glowacki, Bob Varney

The Meeting was called to order at 7:23 PM

Motion made by Frank Aniello and seconded by Bob Varney to accept the meeting note of May 4, 2011. This meeting was not called to order. Meeting note accepted by a majority vote.

Motion made by Frank Aniello and seconded by Bob Varney to accept the meeting note of May 5, 2011. This meeting was not called to order. Meeting note accepted by a majority vote.

Motion made by Frank Aniello and seconded by Bob Varney to accept the meeting note of May 31, 2011. This meeting was not called to order. Meeting note accepted by a majority vote.

Motion by Frank Aniello and seconded by Jonathan Calianos to accept the Meeting Minutes of June 13, 2011. Minutes accepted by a 3-0 vote with one abstention.

Chairman Glowacki discussed the Capital Improvements Projects for 2011/2012 and presented three charts showing the effect of those projects on borrowing. The conclusion was the Five Year Plan developed in 2011 and the execution of the first year of that plan at the May 2011 Town Meeting met the objective of staying within the borrowing limits.

Chairman Glowacki requested that the Town Departments forward to him the Capital requirements for 2012/2013. The only major item that he has received to date is \$500,000 for engineering work for the Town Hall Renovation. CPA funds may be available for this project. Chairman Glowacki will document the 2012/2013 Capital requirements for the committee.

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Chairman Glowacki discussed the preliminary engineering findings of renovating the Town Hall. The preliminary findings indicate major infrastructure and structural issues that will have to be addressed during the renovation. Chairman Glowacki requested the Committee members to attend a meeting at the Town Clerks Office on December 27 at 10:00 AM. No information has been forwarded by the Town Hall Renovation Committee as to the cost of developing Town Office space in alternate locations.

A discussion took place regarding the amount of budget that would be required for the Capital Budget Committee for fiscal 2012/2013. In the 2011/2012 year we were not budgeted and each member found a way to fund copying and other administrative tasks. It was the conclusion that we request of Town Meeting a budget of \$1,500 to fund administration and professional costs. This budget amount was approved by a majority vote of 4-0.

The Chairman will decide whether to call the next meeting for January 17 or 19 at the Town Hall at 7:00 PM.

Mr. Varney moved and Mr. Calianos seconded to adjourn the meeting.

Meeting Adjourned at 8:15 PM

Respectfully submitted,

Robert Varney  
Secretary to the Committee

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