



Town of Wareham  
Capital Planning Committee  
54 Marion Road Wareham Ma. 02571  
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Committee Members:

Mark Andrews, Town Administrator  
David Trudell, Finance Committee,  
Charles Klueber, Planning Board, Clerk  
Alan Slavin, at large Member, Chair  
Mary Jane Driscoll, at large Member  
James Giberti at large Member Vice Chair  
\_\_\_\_\_, Town Accountant  
Cara Winslow, Selectman Liaison

CAPITAL PLANNING COMMITTEE MEETING MINUTES 09/08/2011

Meeting called to order at 09:06 A.M.

Members Present: A. Slavin, D. Trudell, J. Giberti, C. Klueber, Selectman Liaison C. Winslow, T.A. M. Andrews

Guests: Selectman W. Cruz, M. Schneider, D.Sullivan, M.Flaherty, F. Heath

D.Trudell made motion to accept 08/11/2011 meeting minutes, 2nd. A. Slavin.  
Vote 3-0-0

A. Slavin provided a copy of bus condition report to Selectman M. Schneider per his request.

T.A. Andrews addressed committee regarding his "Capital" list in T.M. warrant. He stated that A.E.D's (defibs) were a priority as a life safety issue.

Discussed Library repairs, A.E.D.'s (defibrillators), P.D. Generator, Parking Program (Onset Pier & C.W.Bishop parking lot), P.D. Prisoner transport vehicle, Four (4) wheel drive vehicle P.D., School Buses (7).

On School buses T.A. Andrews explained that seven (7) buses was a starting point. He explained using the "Braintree Model" Lease for three (3) yrs. First two (2) yrs. @ \$13,000 yr. and third yr. \$50,000. buyout. He noted that if we were to buy buses outright, there would be no money for other Capital Items.

D.Trudell asked about Library repairs. A/C, Windows. Asked if repairs were

"expense" item or "capital" item? A.Slavin noted that, in present 5-yr. capital plan Library requests were for a "self checkout system" & "Sanyo A/C units". He stated that Capital Request Plan needs more info & many items are expense items. He suggested that we should have a full evaluation of the Library building done, by an engineer, before going forward with this request.

Library Trustee Chairman Flaherty explained that he & his Board had met and came up with this Capital Request plan. They tried to keep their request to around \$50,000.00.

A.Slavin that this appears to be a "band-aid" approach to the problem. T.A. Andrews stated that Municipal Maintaince has been to the Library to look at the problems. He believes that this should be included in the Capital Plan and addressed as such.

Committee had a back & forth discussion with Library Chairman Flaherty regarding Capital Items and needed repairs. A. Slavin stated that Capital Planning Committee would work with him to develop a plan and try to get this plan ready for Spring T.M.

D.Trudell noted that last year's "priorities" are now dropped & a completely different set of priorities are now being requested.

D.Sullivan stated that he would send Mr. Flaherty a copy of FY/12 (Ver-3) Capital Plan.

T.A. Andrews suggested that it would be good to provide additional training, for Dept. Heads, on "Capital Planning".

A. Slavin provided a copy of "A Wareham Basic Primer on Capital Planning" to all B.O.S. members present.

D. Trudell asked if 5yr. Plan should reflect the commitments that Town has presently entered into, and carry them forward in plan. T.A. Andrews answered yes.

D.Trudell discussed with T.A.Andrews, the Library and their various supporters & foundations. Suggested trying to coordinate their efforts on Library issues. A. Slavin noted that the Spinney Memorial Library will soon be turned over to the Town and its possible future costs. C. Winslow provided an explanation of the Library Foundation & Friends and their many contributions to the Library.( Not routine maintaince items)

D.Trudell explained that the Finance Comm. has less latitude each year with the budget. Soon there will be a time that the Town may have to start choosing which services to fund or not fund. "Ugly choices". F.Heath explained that we have already reached the point that were in trouble. He noted that it could get "brutal" as soon as next fiscal year. He agrees with Selectman C. Winslow except the 5-7 year problem is a "little rosy" he believes that 1-1 1/2 years before we "hit wall".

Town Accountant, Judy, left the meeting @ 10:20 A.M. C.Winslow left meeting also, at this time.

T.A.Andrews spoke about the P.D. request for new A.E.D.'s (40-defibrillators) and explained how badly needed they were. "Life safety is the highest priority" He explained that recently units had to be borrowed from School Dept. to provide the Lifeguards with these vital A.E.D.'s.

He noted that he was against the Town having to provide \$40,000-\$50,000 to operate the Spinney Memorial Library but would rather see some other group provide this funding from other sources.

A.Slavin had a question re: Generator (\$40,000) request. He asked about an earlier request for Generator (\$75,000) for Multi-Service center and if it had been purchased?? Could these \$\$\$ be redirected toward this current request? He questioned if a new generator could be portable?

A.Slavin next questioned the "Parking Program" proposed. He noted that it is not in the 5yr. Capital Plan. Should this be a separate Article by the Town Administrator? T.A. Andrews said he believes that it should be a "Capital Item" and he explained that this item had been discussed at earlier meetings.

Prisoner transport vehicle was discussed. It was pointed out that if the Wareham District Court were to close, this item would be needed. A.Slavin asked if vehicle would be configured for men/woman/children? Lease cost \$10,700./6-month. Three (3) year lease w/\$1.00 buyout @ end. (\$50-55,000 total)

4x4 Vehicle. Supervisors vehicle (\$50,000 vehicle) \$9,720./6-month lease cost.

School Buses (7) Cost \$91,000./ea. Discussed Lease Buses vs. Lease Services. Plan? D.Trudell explained the four (4) year cost, if plan is followed costs could be as much as \$750,000. Noted that front end looks good but later years costs escalate. Years 5,6 & 7 the costs are very high. He suggested that, in his opinion, it would be more prudent to lease out the bus services and transfer the present bus maintaince personnel to the Municipal Maintaince Dept. A.Slavin explained that we were really talking about 48 buses not 42. We could lease 7 buses now but 1-2 months from now the School Dept. could come forward and say that we need to lease additional buses due to safety concerns. T.A. Andrews disagreed with Alan, he said that discussions have taken place on this issue and he commended B.O.S. Schneider for asking for maintaince records and present condition reports on all school buses. He again prefers having a "reverse auction" and providing the 7-buses now and going forward with reverse auction. A. Slavin stated that there is no definitive, long-term plan for School Buses. He said he's not arguing whether leasing 7-buses now is right or wrong but noted that additional problems could surface in the near future and that could seriously effect this. D.Trudell noted that he worries about the 4th. or 5th. year costs and how we pay for this plan in future year.

T.A. Andrews discussed options & that when he had tried the first "reverse auction" he had only received one bid. He said that we must start somewhere and questioned whether we were in the school bus business or not? He noted that it is a very tough decision to make. He suggested trying another reverse auction and hopefully receive three (3) of four (4) bidders. He noted that we need to look at all the options, speak w/effectuated Unions etc.

C.Klueber left meeting @ 11:08 A.M. J.Giberti now taking minutes.

APPROVED ON 9/27/11

Charles Klueber

Minutes from CP Meeting 9/8/11

(AS=Alan, TA=Mark, DT=Dave)

AS – Bus discussion Need 20 now 32 Total. Lease 7 now, have to continue leasing 7 each year? Discussed Town v school to buy buses.

TA – suggested we have Jeff Swett at a meeting.

DT – Concerned that the present proposal on buses is only a poor band aid, no long term plan. Ball needs to be in Selectmen's court for assistance in plan.

TA – Scada System needs to be pursued. Beneficial. \$425K

AS – The system (Scada) would have a pay back of under two years. Capital item for CPC should come under Cap. Plan for review. OK to use CPC funds for certain repairs.

TA – Believes that \$60K is left over from another project for facia restoration work. Virtual computer system update – State Certified vendor has been accepted. Moving ahead with auditors recommendations.

AS- Asked for EMS update

TA – Ambulance repairs were minor not a public safety issue. **He hopes to procure a new Ambulance through the "mitigation" process.(Bold sentence, omission, added by C.Klueber, as directed by Committee Chair Alan Slavin)**

AS- Indicated we should continue to keep items in the system (ambulance) until another option is complete.

DT – We should have a rebuild # in the budget for rehabbing ambulances.

DT – Will re set up 5 year plan

AS – Inquired as to what mechanism will be used for funding. Treasures help would be needed.

TA- Wants to correct/ clarify minutes he is associated with. Did not elaborate.

AS- Noted that Begly has an issue with minutes.

Next meeting: 9/22/11 Same time/ same place

Adjourn 12:13