

MINUTES APPROVED

2-29-12



Charles Klueber

Town of Wareham
Capital Planning Committee
54 Marion Road Wareham Ma. 02571
508-291-3100 – fax 508-291-3116

Committee Members:

Mark Andrews - Town Administrator
David Trudell - Finance Committee
Charles Klueber - Planning Board / Clerk
Alan Slavin - at large Member
Mary Jane Driscoll - at large Member
James Giberti - at large Member / Chair
M. Leboeuf - Town Accountant
Cara Winslow - Selectman Liaison

Capital Planning Committee Meeting Minutes 02/15/2012

Meeting called to order @ 1:08 P.M. by J. Giberti

Members Present: J. Giberti, A. Slavin, C. Klueber, M.J. Driscoll, M. Andrews, M. Leboeuf (Town Accountant)

Guests Present: J. Foster, F. Heath, D. Walton, M. Flaherty

Item#2 Motion to accept meeting minutes of 02/09/2012 by M. Andrews. 2nd. C. Klueber VOTE: 4-0-1 Motion passed.

Item#3a M. Andrews explained, to committee, that he is working, with the vendor, on updating the costs estimates of the virtual computer system.

D. Trudell arrived at meeting @ 01:12 P.M.

Item#3b Discussed Onset Bathhouse estimate (\$25,000) and CPC funding for this item. M. Andrews explained that he has met with M. Gifford on this item. He explained that a plan was being worked on for this project. Project has many unknowns, condition of electrical, plumbing, structural etc. Members noted that the paperwork, for CPC, must be completed and submitted to them. D. Trudell asked if the Vocational School might be of any assistance with this project. M. Andrews noted that their assistance, on this project, was a possibility. The use of the Sheriff's Dept. work crew was also discussed as a possibility.

Item#3c B. Rabinovich hadn't arrived yet so the Committee continued with its agenda.

Item#3d Committee discussed "informational show" to highlight some of the Towns capital needs. This show could be shown to interested groups and also at Town Meeting. D. Trudell asked M. Andrews if he could get access to some Town facilities to document, with photos, problems they face.

M. Andrews made motion to have D. Trudell act as this committee's photo representative for this task. 2nd. A. Slavin. Members discussed the motion and after some discussion M. Andrews rescinded his motion.

A motion was then made to have C. Klueber contact B. White (WCTV) regarding project to provide a video documentary of the present problems at several Town facilities. The facilities noted were the Salt Shed, Onset Bathhouse, Tremont Nail (Main Bldg, Office Bldg. mold, & Roof Problems) & Tremont Dam. 2nd. A. Slavin VOTE: 6-0-0 Motion passed.

Item#4a/b A. Slavin asked J. Foster to provide our Committee information & graphs, similar to the information included in the "Arlington Report". This info would help our Committee with their presentation at Town Meeting.

Motion by A. Slavin to ask J. Foster to put a presentation of graphs and charts together for us to use for upcoming Town Meeting. 2nd. D. Trudell. VOTE: 6-0-0 Motion passed.

Supt. B. Rabinovich and School Committee member G. Swett arrived at our meeting @ 01:34 P.M. B. Rabinovich provided the committee with an update on proposed School Building Project @ Minot Forest School. He explained that certain wording was needed on the upcoming town warrant in order to have the project continue. He noted that he had many items of paperwork to complete, as required by the project. He also explained the need to provide a "Building Committee" and its required makeup. He explained that the School Dept. would be perusing a "Debt Exclusion" for the \$500,000. needed for this project feasibility study, as required by the State. He noted that, at this time, he expected that the State would provide about 60% of the costs 70% max) for this school project.

W. Cruz arrived at meeting @ 01:43 P.M.

It was noted, by A. Slavin, that is Town did receive 60% funding for School Project that our committee would have to update our Capital Plan to reflect this amount. Presently reflects about 48% funding on this project.

M. Andrews had to leave this meeting @ 01:45 P.M. to attend important M.E.M.A. meeting.

Committee then discussed request for (\$350,000.) for High School Gym Roof project with B. Rabinovich. He explained that this estimate "might" be a little low and that he would update us when he has best estimate. This project would also require a separate "Debt Exclusion" to provide the funding to complete.

Next item discussed with B. Rabinovich was the Technology Replacement Project (\$250,000.) in our capital plan. He explained the needs for updating this technology(hardware & software) and the State's rating system, used in the accreditation of schools. He also noted that there is a 2.7M difference between his requested budget and the Town Administrators budget.

D. Trudell noted that the police Dept., School Dept, and Town all have IT personnel and asked if it might serve the Town better to integrate IT personnel and Depts. B. Rabinovich explained that some collaboration and integration activities are being done presently. IT personnel do share on some items, whenever possible. He then discussed using "cloud" environment, in future, would make a lot of sense for Town.

Item#4c A. Slavin explained he received an Email from a UMASS, MBA student. She asked him if the capital planning committee might have a project that she could assist with, in either a paid or unpaid internship. Members discussed what types of assistance she could provide and the parameters of her duties. It was also discussed whether the Town would have a computer that she could use to complete any tasks that she might be assigned.

Motion made by A. Slavin to have this MBA student assist our committee, either paid or unpaid, to work on a committee defined project and that T.A. be asked if he could provide a space, and computer, for her to complete tasks assigned. 2nd. D. Trudell VOTE: 4-0-1 Motion passed.

M. Flaherty then addressed the committee regarding Library upgrade projects. He noted the continuing needs and questioned the process and its present status. Members discussed "Proposal" provided for some repairs (\$47, 500.) It was noted that this proposal did not include all necessary items requested by Library.

M.J. Driscoll had to leave meeting @ 03:04 P.M.

D. Trudell asked Mr. Flaherty about the proposed Article to have the Town accept the Spinney Memorial Library at the upcoming T.M. He noted the operational costs (\$40,000.) and asked how the Library/Town would address this cost? M. Flaherty noted that, for the first two(2) years, the Friends of the Library, would be covering this cost. After this time, the Town would then assume the costs for operation of this Library. D. Trudell noted that future budget predictions do not look very good and that assuming this future cost will be a difficult problem. M. Flaherty agreed that this concern is shared by many citizens.

Item#5 "Other business-and unfinished" It was decided to hold this item for future meeting.

Next meeting was set for 02/22/2012 @ 1:00 P.M.

Motion to adjourn @ 03:26 P.M. by A. Slavin. 2nd. by D. Trudell. VOTE: 4-0-0 Motion passed.