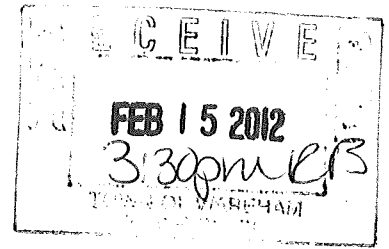


Approved 2/15/12



Charles Klueber
Clerk



**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
Justin Cole - Town Accountant
Cara Winslow - Selectman Liaison

Capital Planning Committee Meeting Minutes 02/09/2012

Item#1 Meeting called to order @ 09:30 A.M. by J. Giberti

Members Present: J. Giberti, D. Trudell, C. Klueber, A. Slavin, M. Andrews, J. Cole (M.J. Driscoll absent)

Guests Present: D. Begley, C. Smith, D. Walton, F. Heath, W. Cruz, D. Smith, J. Foster

Item#2 Meeting minutes of 01/19/12 & 02/02/12 handed out to members to review. Motion by A. Slavin to accept meeting minutes of 02/02/12. 2nd by J. Cole VOTE: 5-0-1 Minutes approved for 02/02/12

Item#3 No Chairman's Report

Item#4 "Old Business"

Item#4a Committee continued discussion on FY13 Capital Requests. 1st. item discussed additional costs for virtual computer system. (\$200,000) M. Andrews to get back to committee with better estimate of costs. Committee agreed to "placeholder" in capital plan for this item.

Next item, committee discussed Library Virtualization project (\$50,000) A. Slavin explained that this item was to be done after the Town completes its virtualization project. M. Andrews noted some confusion with project due to \$\$ being provided already in operating side of budget. More clarification needed on this item. Committee next discussed three (3) additional IT-System requests on Capital Plan. It was noted that GIS plotter scanner (\$9,500) should be placed on operational budget not on capital plan.

Next item(s) Wareham Free Library items. Discussed needed Library building repairs. Awaiting more info from M. Gifford. Committee members agreed these several items should be combined into one building upgrade project. M. Andrews noted some confusion with Library requests changing from past requests.

Next item discussed was request from Council of Aging for new Van to cover East/West runs (\$40,000) The possibility of funding thru Grants was discussed. M. Andrews suggested checking with other "possible" vendors (GATRA) to provide services or sharing services with other Towns. He also noted concern with associated costs, driver, gasoline, insurance etc.

Next item discussed was School Dept's bus requests.(\$900,000) It was agreed that this items is being worked on by the Committee for School Transportation and that this request is in their hands. It was noted that the T.A's Capital Plan has \$100,000. in it for this item in FY13.

Committee members agreed to take Item#5b, out of order, and allow John Foster to address the Committee regarding present debt, \$\$ available and methods of paying for debt. J. Foster explained the existing debt (1.2M) for prior capital projects. (Comm. systems, heavy equipment etc) M. Andrews discussed "life cycles" for capital items and fact that we presently use 5 yrs. on most capital items. It was noted that Town's debt, starting in FY14 goes down each year from 950K to 837K to 621K. A. Slavin asked J. Foster to work with J. Cole to come up with better numbers (\$\$) that will be available for this year's (FY13) Capital Plan requests.

J. Foster & D. Trudell left the meeting @ 10:15 A.M.

Next item discussed was School Dept's request to replace gym roof at High School.(\$350K) A. Slavin noted this roof is in immediate need of repair/replacement. He also noted that the School Dept. may be looking at a possible Debt Exclusion to fund this necessary repair. M. Andrews noted that the School Dept. must include all their capital requests in Town's 5 yr. plan. Committee members noted that there were many School Dept. requests in Town's present 5 yr. plan. Committee members discussed the status of our present MSBA study and where we were in the 270 day deadline on our request. It was discussed that if we failed to meet the required guidelines for funding this project, that the Town would then go to the end of the State's funding list.

Next item discussed was School Dept's request for a P.A. system for Decas School.(\$45,000) It was agreed that, for now, this item could be delayed.

Next item discussed was School Dept's request for Technology replacement, required by State (\$250,000) M. Andrews noted that he would check with B. Rabinovich on this item and State's requirement?? F. Heath, Finance Comm. noted that his Committee had reviewed this item and it was explained, to his committee, that the School Dept. could lose "accreditation" if these technology upgrades (software & hardware) were not provided. M. Andrews noted that although he is aware that some upgrades to the School's technology was needed, he had not received any detailed plans for his review. He stated that he will meet with B. Rabinovich to discuss this need with him. F. Heath also noted that the School Dept. had not told his Committee whether this item is an "expense" item of a "capital" item. He believes that this should be a "capital " item. J. Giberti suggested, to Committee, that Superintendant Rabinovich be invited to a future Capital Planning Committee meeting to discuss the School Dept's capital requests and the possible impacts such as loss of accreditation.

A. Slavin made a motion to request that Supt. Rabinovich, & a member of the School Committee, attend a future Capital Planning Committee meeting to discuss requests. 2nd. J. Giberti VOTE: 5-0-0 Motion Passed

M. Andrews noted that Chap.90 funding, this year, was up from \$500K to \$700K. He hoped that this increase in funding might help complete many needed projects. He also noted that instead of just sealing cracks & patching roads, Town might now be able to do more complete (better) roadway repairs. A. Slavin noted that latest Capital Plan shows roads being leveled, milled, overlay and crack sealed, not total replacement of roadways.

Next item discussed was the Survey of the Onset Bathhouse.(\$25,000) CPC funding possible?? M. Andrews noted that he still has this item, in his capital plan, and he will get back to our committee on this item.

A. Slavin started a discussion regarding the condition of the Town's dams. He noted, to the committee, that the State has a program that pays for removal and provides mitigation to Towns removing dams. Discussion was informational only.

Item#4b J. Giberti noted that M. Andrews had received an opinion, from Town Council, affirming that acting Town Accountant, Justin Coles, can be a voting member of the Capital Planning Committee per Town Charter. M. Andrews noted that he would provide committee clerk, C. Klueber, with a copy of this opinion. Copy to be attached with copy of meeting minutes.

Motion by A. Slavin that we contact WCTV regarding having a member of this committee, a Town representative and a WCTV representative produce a video, that could be shown to public meetings around Town as well as at Spring Town Meeting, that documents the condition of Town vehicles and equipment in need of replacement. 2nd. by M. Andrews

VOTE: 5-0-0 Motion Passed.

Next meeting set for Wed. 2/15/2012 @ 1 P.M.

Motion to adjourn @ 11:10 A.M. by M. Andrews 2nd. A. Slavin VOTE: 5-0-0 Motion Passed