

## **EXCERPT FROM MINUTES OF FEBRUARY 4, 2019**

### **(7) New Business (Discussion/Action)**

#### **(a) Review of Municipal Capital Improvements Program (CIP).**

Ms. Bourbonnais explained the adoption procedure as stated in the Chapter 55 of the Town's Code. She noted that the process seems to be unusual and counter-productive and should be reviewed.

Mr. Duarte noted the plan should be used for budgeting and is not a financial document. The definition of a capital item based on cost and accounting systems was debated, which supported previous views on amending the ordinance. Discussion ensued on the past practice of bundling items and the effect that has on the operating budget.

Ms. Schmidle addressed her list of requested items: radio fire alarm boxes, Fire CAD/RMS software, and digital voice recording system for Fire/Police, MUNIS application modules.

Discussion ensued on the capital improvement plan requirements, and how to use it as a tool for inventory assessment. Comparisons were made between last year's process and this year's. Mr. Duarte added that bonding is a funding option being investigated.

Ms. Schmidle addressed questions on operating funds over six years and noted that the Town's initiatives drive her capital budget.

President Schwager acknowledged Mr. Wilmarth and noted that a separate work session is scheduled at a later date with the School Committee.

Ms. Bradley explained that a few projects in her six year program are related to the comprehensive plan and are for planning purposes only. She provided details on projects for the next year including municipal tennis courts. Discussion ensued on court reconstruction and the possibility of consolidated bidding with the School Department. Other items are replacing a pickup truck and a mower.

Mr. Duarte explained the Department of Public Works needs to replace three trucks, miscellaneous equipment, trash compactor, plows, road bond and improvements at the wastewater treatment plant. He recommended getting a bond to fund all major projects in one year. Discussion ensued on the effect securing a bond would have on the budget.

Capt. Cirella addressed the Police Department's needs for four new vehicles. Discussion ensued on previous elimination of capital reserve funds.

Acting Chief Mears explained the need to replace a rescue/engine vehicles and equipment. Discussion ensued on grants and the negative effects of delayed purchases.

Mr. Wilmarth address the School Committee's list of needs district wide. Discussion ensued on previous cuts to maintenance programs, master planning report by a consultant and the delay of acting on the building needs assessment plan.

Discussion ensued on the content of the Planning Board's letter of recommendation.

No action was taken. It was noted that once the first year plan is included in the budget, the six year plan should be accepted as well.

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