

Town of Bedford Finance Committee

January 5, 2023

Minutes

Finance Committee Members in attendance: Paul Mortenson, Chair, Karen Dunn, Ben Thomas, Stephen Steel, Elizabeth McClung, Erica Liu, Abigail Seibert, Ron O'Brien and Tom Rowan

Others in attendance: David Castellarin, (Finance Director); Taissir Alani (Facilities), David Manugian, Public Works, Emily Mitchell, Select Board, Amy Fidalgo, Assistant Manager of Operations, Town manager Office, John Carbone, Chair, Capital Expenditures Committee

Chair Mortenson calls the meeting to order at 7:00 pm.
Reads Remote Meeting Guidelines
Calls the Roll of Committee Members in attendance.

I. REGULAR BUSINESS

1. Public Comment

None

2. Review/Approve Minutes

Motion to approve the Minutes of the Meeting on July 13, 2022, as amended.

Second by Member Steele

Roll call of Members in attendance

Vote: 6-0-2

Motion carries

3. FY24 Capital Expenditure Budget

John Carbone, Chair of the Capital Expenditures Meeting, will provide the summary of the printed FY24 Capital Plan Presentation that has been provided to the Finance Committee.

Mr. Carbone explains the Capital Review time line and what is involved. Explains the process.

Reviewed all departments except the Police in detail.

Reviewed all FY24 projects as well as limited discussion of some projects for FY25-FY29.

FY24 projects were rated by priority by Committees members.

34 projects were proposed totaling \$7.2 million.

All projects for FY24 were recommended (excluding financial considerations)

Mr. Carbone moves to All Schools projects

Mr. Carbone and Ms. Fidalgo discuss the Comprehensive Equipment and Safety Plan.

Member Thomas discusses issue of use of videos and need for absolute privacy policy

Member Steele discusses School Committee members' comments on this issue.

Mr. Carbone discusses Information Technology Replacement Plan

Mr. Carbone discusses Durable Furniture/Equipment Replacement

Mr. Carbone discusses Program Space Modifications

Mr. Carbone discusses Interior Painting.

Mr. Carbone discusses Program Space Modifications. Allows added space when needed.

Mr. Carbone discusses Capital Projects – Town Wide – Facilities Department

Mr. Carbone discusses 108 Carlisle Road – Salt and Sand Shed and Storage.

Mr. Carbone discusses DPW Elevator Control Panel Replacement State mandated issue.

Mr. Carbone discusses Town Wide Elevator Switch issues. Also State mandated issue.

Mr. Carbone discusses Town Buildings Town wide critical need for lightning protection. 3 Year project.

Mr. Carbone discusses Fire Station needed upgrades including sprinkler system

Mr. Carbone discusses FY 24 Noteworthy Capital Projects – Public Works – excluding vehicles

Mr. Carbone discusses Ash Tree Plan and Tree Master Plan – Notes very high percentage of trees being destroyed – resulting in safety issue and many dead trees. Discusses effort to save some trees.

Mr. Carbone discusses Water and Sewer Investments – Sewer Pump Station – Water Standpipe Rehabilitation – Storm water Permits – testing the water.

Mr. Carbone discusses Road Resurfacing (Operating/MA Chapter issues) Discusses various projects involved with costs involved.

Mr. Carbone discusses Sidewalk/Municipal Hardscape Improvements

Mr. Carbone discusses Turf Field Assessment issue. Related to the second field. Need to determine what type of field is needed.

Mr. Carbone discusses FY24 Noteworthy Capital Projects – Public Works – Vehicles. Discusses condition of 2016 large dump truck. Overall poor condition with rust. Other vehicles listed for replacement due to mechanical issues and mileage issues.

Mr. Carbone discusses FY24 Noteworthy Capital Projects – Public Safety Departments

Fire Department – Discussion of Shift Commander vehicle issues – New Vehicle

Police Department – Discussion of Ballistic Vest Replacement for 18 vests.

Mr. Carbone discusses FY24 Noteworthy Capital Projects – Community Preservation Committee

Discussion of Buehler Conservation Area Rehabilitation, Springs Brook Water Capital – Pavement Rehabilitation and Athletic Field Fencing. Also notes that CPC has stated that additional projects are being submitted and reviewed. Public hearing to be held on January 12, 2023 to finalize budget.

Mr. Carbone discusses Upcoming Fiscal Years – FY25 – FY29. Review of certain selected projects including Net Zero Boiler Replacement, Net Zero Roof Replacements, Transportation Improvements, Cemetery Expansion and Water and Sewer issues. Total estimated costs total \$55.1 million.

Mr. Carbone notes the effect of inflation on the numbers provided here. Larger ticket items have gone up significantly. Also notes that there is some catching up here on p[rojects that have been hanging out there for some time.

Ms. Fidalgo notes that that the hope is to reduce backlogs.

Mr. Carbone also provides a brief discussion on the mandated projects noted above.

Chair Mortenson opens matter to Member questions.

Member McClung asks about space heaters and other available technologies.

Member McClung notes technologies available such as hard board and white boards.

Member McClung asks about water main equipment.

Mr. Manugian explains.

Member McClung asks about water quality and the town's continually running water. Notes water flushing should not be needed,

Ms. Fidalgo provides explanation.

Member McClung asks about vehicle mileage.

Member Dunn explains.

Member McClung asks about tree plan issues.

Mr. Manugian explains what is involved.

Member McClung asks about sidewalks. States public should be consulted,

Ms. Fidalgo notes that there is a process now for public input.

Member McClung asks about turf field assessment. Believe we should just use in town people for this.

Ms. Fidalgo states that it is better to hire this out now.

Member McClung comments on School s security issues. States that town resident input is needed. Residents want to be heard.

Member Dunn provides comment on how the information here was put together.

Ms. Fidalgo notes that there is a lot of information involved.

Mr. Carbone notes that there were 178 projects initially involved here.

Member Liu comments on the presentation format.

Member Liu states that she does not understand the 108 Carlisle Road – trees issue.

Mr. Alani reviews issue overall and project process.

Member Liu asks for cost for bus shelter listed.

Mr. Carbone states it is \$30,000.

Member Liu states that she doesn't see the need for that.

Chair Mortenson notes that this is going beyond the scope of this meeting.

Member O'Brien asks how is project list put together.

Ms. Fidalgo provides explanation.

Mr. O'Brien questions the process involved.

Ms. Fidalgo provides further explanation.

Member Steele notes that he has no questions.

Member Thomas notes that the total cost is down.

Ms. Fidalgo agrees.

Member Thomas notes that the Select Board goes through this every year. Does good job.

Member Thomas notes that it would be useful to explain how the Chapter 90 Roads item works.

Ms. Fidalgo explains how this works in accordance with State law.

Member Thomas asks about current backlog issue.

Mr. Alani provides further detail.

Ms. Fidalgo also provides further detail on this issue.

Member Thomas expresses his satisfaction and appreciation.

Member Dunn asks how other towns handle this issue.

Mr. Alani explains.

Member Thomas asks if the Fire Station request is for the current fire station.

Mr. Alani states yes.

Member Thomas asks about the catch basin item and its justification.

Member Steele agrees with question.

Mr. Alani provides explanation.

Member Thomas expresses concern about replacing equipment before end of useful life.

Ms. Fidalgo agrees but states this is moving target due to very good maintenance provided by the town.

Member Thomas questions the turf lost item. Notes that this was supposed to be self-supporting. Have been told that this is not so.

Member Siebert asks if the space modification item is a placeholder.

Member Steel, Member Thomas and Mr. Carbone state yes, it is.

Member Siebert asks with respect to the lightning protection line item, how much is involved and for how many buildings.

Mr. Alani states that this is just for a study and design. It is being contracted out and requires a Professional Engineer (PE).

Member Siebert comments that the tree work should be broken out into two items, 1, a plan and 2, the tree work cost.

Member Siebert also asks about no sidewalks included.

Ms. Fidalgo states that CPC legislation changes and CPC funds cannot be used for sidewalk work now.

Member Steele expresses thanks to all involved with this presentation. Also explains the new dump truck line item.

Ms. Fidalgo also notes that this would be a bonded item.

Chair Mortenson reviews the issues for which the Members have sought further information from Ms. Fidalgo.

Member Steele also adds that as for Chapter 90 funds, he would like to see how much comes in and how much goes out.

Ms. Fidalgo notes the request.

Chair Mortenson expresses thanks to all that participated in this presentation tonight.

Mr. Carbone agrees.

I. RECURRING BUSINESS

1. Meetings Attended

Member Thomas discusses attendance at Select Board meeting and issues discussed at that meeting.

Chair Mortenson notes that Schools are now scheduled for February 2.

Member Thomas states that he has some questions about that date.

Chair Mortenson discusses dates.

2. Finance Committee adjourns

Motion to adjourn by Member Thomas

Second by Member Steele

Roll call of Members in attendance

Vote: 8-0-0

Motion carries.

Time: 8:55PM

John B. Connarton
Recording Secretary

DOCUMENT LIST

Agenda for January 5, 2023 Meeting

Minutes for Finance Committee Meeting for July 13, 2022

Sign in sheet for January 5, 2023

Capital Expenditure Committee FY24 Capital Plan Presentation to Finance Committee

