

## Capital Budget Committee

April 20, 2021

Minutes

Approved 4-0

CBC Members Present: Wakeman, Dick, Dormitzer, Franklin, Host  
Others: Chris Senior, Town Manager, Don Piatt, Finance Director  
and Justine Hunt, Asst HR Director

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Mr. Wakeman opened the meeting at 1900 with the above quorum present.

### **Water Department, Jason Frederico and Lenora Jenkins**

The Water Department returned to discuss specifically the budget vs. actual for FY 21 and the projected budget for FY22. At present Retained Earnings are \$1,600,000. There are significant capital investments on the horizon as detailed on the 10-year capital plan. Don Piatt presented budget projections for FY22 that included both the rate increase and the new tier billing level that are the subject of an article in the upcoming ATM. The outcome of the discussions was that if the ATM does not approve the articles before them, then the GAC System (\$3,600,000) would not be pursued in FY 2022.

### **Motion**

A motion was made to approve \$428,450 for (a) the SCADA Upgrades at Lily Pond (\$93,450) and (b) the Conversion of the Feed System from Gaseous Chlorine to Liquid Chlorine (\$335,000). That motion was seconded and the motion was approved 4-0 by a roll call vote by Ralph, Sam, Brian and Susan.

### **Sewer Department**

The Sewer Department posted an incomplete funding request on the One Drive for a Sludge Drum Thickener to replace a 25-year thickener, however, has not committed to attend a meeting with the CBC. Don Piatt agreed to provide current retained earnings levels and the impact of funding the item on such retained earnings.

### **Town Hall Building Committee, present by Mark Cameron (other committee members present Carolyn Coffey, Phil Lehr)**

THBC returned to present changes to the proposed design since our last meeting on March 9th. After these changes, the proposed price, inclusive of design, program manager, contingency, temporary staff relocation and furniture and fixtures was estimated to be \$13.5 to \$14.5 million. As a comparative, the THBC stated that studies of the renovation of the existing structures without any additional improvements (i.e. additional bathrooms) yielded an estimated cost of \$9.7 million.

CBC members expressed that the new design addressed many of the committees concerns with the 2018 plans. The proposed price and the ability of the town to fund the proposed design without impact to tax payers were discussed at length. Chris Senior updated CBC members on CPC and State monies that may be available to reduce the burden on the town's operating budget, including CARES act monies and green community monies.

CBC members expressed that after the failed vote in 2018, the town needs to be sure that it is fulfilling resident's expectations that their taxes are not going to increase either

because of this project and / or that the town will be able to fund other necessary projects once this commitment is made without causing additional taxation. The CBC members expressed that if approved for funding from the operating budget, the town needs to be very diligent in its budget management, and must constrain growth in operating budget to levels considerably lower than growth in revenues in order to generate free cash flow that can be allocated to capital needs so we will not be faced with an override situation. CBC members expressed that the town would have to commit to living inside its budget with this project, and would continue to provide at least \$2 million to the capital stabilization fund annually, and that this project would not result in excluded debt or and override. Additionally CBC members asked that additional communication methods other than Facebook be utilized to inform town members about the project and give them a forum to submit feedback.

### **Motion**

A motion was made to approve the commitment of \$750,000 for the creation of detailed engineering and design and construction plans and the conducting of a bidding process, contingent upon a recommitment by the current Select Board of the voted and adopted goals established by the then Select Board upon formation of the Town Hall Building Committee in January of 2018 (as attached to these minutes), particularly with respect to goal outlined in item (5) which stated:

*"5. The budget for town shall be reasonable, prudent and consistent within the 10-year capital plan and be governed by the town's ability to fund such construction with a net neutral tax impact on the residents of the town."*

That motion was seconded and approved 5-0 by a roll call vote by Ralph, Sam, Susan, Brian and Michael.

### **Minutes**

A motion was made, and seconded, to approve the minutes of March, 8, March 22 and March 29 of 2021 respectively. That motion was seconded and all of the minutes were approved 5-0 by a roll call vote by Ralph, Sam, Susan, Brian and Michael.

There being no further business we voted to adjourn at 21:24pm

Respectfully submitted  
Susan Franklin

Attachment: Updated Charge - January 2018