**Capital Expenditures Committee**

**Meeting Minutes**

**Wednesday, April 10th, 2013, 6:30 PM**

**Dedham Town Hall – Selectmen’s Chambers**

**Members Present:** John Heffernan, Michael Podolski, Amy Paxson, and Kenneth Bragg

**Members Absent:** Peter Springer

**6:30 PM- Council on Aging-** Laura Leventhal, Director of Council on Aging, was present for the hearing to represent the request for funding a Senior Center. She explained that the $2.4- $3 million range being requested varies due to the selection of a site. Mr. Heffernan commented that he believes they should be putting this request on each year.

**6:35 PM-Technology-**

Town Server- Veronica Barnes, Director of Technology, explained her request to pay the second payment for the Town’s server, which was purchased last year. Mr. Podolski and Ms. Paxson asked what the life expectancy is for the server. Ms. Barnes explained that there is a three to four year warranty on this server. Mr. Bragg asked if the server hardware unit required a chilled environment. Ms. Barnes confirmed it does, and that the Town already has this type of environment for the unit.

Replacements of Desktops, Purchase of Laptops and iPads- Ms. Barnes explained that the iPads would be for the Finance Committee and the Board of Selectmen. Mr. Podolski asked how many desktops the town currently has. Ms. Barnes responded approximately 150 desktops and 20 laptops. Ms. Barnes explained that the town replaces the desktops on a five year cycle. Mr. Heffernan asked why the town would not be purchasing more laptops and fewer desktops. Ms. Barnes was concerned that there are only two people supporting the network. Mr. Podolski suggested considering something like NetMotion, the VPN system that the Fire Department and the Police Department have in their vehicles. Ms. Murphy asked why there is a password protection on the wireless network at the Dedham High School and not at Town Hall. Ms. Barnes responded that there were different security regulations for Public/Government and education.

Human Resources Application- Ms. Barnes explained this request is for $50K to fund a module for the New World system which would include personnel tracking services.

“BoardPaq” for Meetings and Agendas- Ms. Barnes explained that the annual license would be $3500. The minimum number of licenses would be five.

Switches- Mr. Keegan explained that there is not a strategy in place as to how the town would like to handle technology. Also, he would like to consider connecting the town and school in terms of Technology as he feels it should be one organization. He would like to find a way to bridge these gaps prior to investing in major systems. Mr. Keegan referred to the Brookline Technology study that was done in 2009. He explained that Brookline is about four years ahead of Dedham. Mr. Heffernan mentioned that he agrees that technology for the town and schools should be able to looked at as one.

Mr. Keegan explained the need for an Information Technology Strategic Plan.

Mr. Podolski made a motion to close the public hearing, seconded by Ms. Paxson. **It was voted 4-0.**

**7:35 PM: Deliberation and Voting on Capital Requests-**

The Committee discussed the IT Strategic Plan and how they would need to choose whether they would spend money on the IT Strategic Plan or on the request for switches and network infrastructure upgrades.

Mr. Keegan commented that he recommends funding $50,000 for IT technology replacements. They discussed the need for a determination to be made as to whether it would make more sense to have laptops.

Environmental request for a conceptual plan for the abandoned Rail Line- Ms. Paxson explained this would be determining what it would take to turn the rail trail into a biking or walking trail. Mr. Podolski commented that he believes a study has already been done. Mr. Keegan commented that he likes the potential to connect the schools to the trails. Mr. Heffernan commented that he also likes the idea of this request. Russ Poole commented to clarify Mr. Podolski’s point, explaining that the study that had been done previously was strictly an EPA study.

Mr. Keegan explained that the CEC would need to cut approximately $70,000 from what was being recommended.

Ms Paxson asked about the snow removal vehicles and if the DPW and Schools could possibly share a machine. Mr. Keegan explained that what the school is requesting and what the DPW is requesting are two different types of vehicles.

Ms. Paxson commented that she would like to add $16,000 to fund a washing machine for the Fire Department. She felt this was a good investment as they will get the money back in the first year due to the cost of having the uniforms washed elsewhere. She reminded the committee that right now the uniforms are only being cleaned twice a year but they need to be doing it quarterly. This will also extend the life of the uniforms.

Mr. Heffernan commented that the Finance Committee meets on April 22nd and asked if there would be a time between now and the 22nd that the CEC could reconvene to figure out the remaining $57,000 in free cash that needs to be removed from recommended funding. The Committee decided they would meet on the 22nd at 5:00 PM.

Mr. Heffernan commented that they appear to be light on recommended funding for the facilities department.

Ms. Murphy commented that the Finance Committee has requested not to get information last minute. Mr. Heffernan suggested sending out current information on where the CEC is with their recommendations, but noting that the information is only preliminary.

Ms. Murphy explained her handout relevant to Debt. She explained that the debt ceiling is 10% and they are at 7%. Mr. Heffernan asked about Rustcraft and how this would be affected should the project be approved. Mr. Keegan explained that a vote of opinion by the public could be done but it would have to be made clear that Rustcraft would not increase taxes.

Mr. Podolski made a motion to adjourn at 8:30 PM, seconded by Ms. Paxson. **It was voted 4-0**