**Capital Expenditures Committee**

**Meeting Minutes**

**Tuesday, March 4, 2014, 5:00 PM**

**Lower Conference Room**

**Members Present:** John Heffernan, Michael Podolski, Amy Paxson, Peter Springer and Susan Fay

Mr. Heffernan called the meeting to order at 5:05 PM.

5:05 PM: Economic Development-

Karen O’Connell explained that she is requesting $10,000 to fund an architectural study for redevelopment in East Dedham. It is about the visualization of the area.

Mr. Springer asked where the results of the study could be found. Ms. O’Connell responded it would be available on the website and in print.

5:15 PM: Technology-

Veronica Barnes, Technology Director, was present for the hearing. Ms. Barnes explained that she is requesting funding for the software licensing. $289,000 would license up to 5,000 computers. Ms. Paxson asked if it would cost more to license the computers individually. Ms. Barnes responded that it would not be cheaper, and it also would be more work to keep on top of the licensing of individual computers since her department is down on staff.

Ms. Paxson asked if it would be possible to spread the cost across other towns. Ms. Barnes responded that they are looking into the option now, but they have not received an answer either way.

Ms. Paxson asked when the licenses across the Town will expire. Ms. Barnes responded that some licenses will expire before July 2014.

Mr. Heffernan confirmed with the Committee that they have enough information to vote on these requests. Mr. Heffernan asked Ms. Barnes to bring information to the FinCom meeting to show how many licenses the Town is currently using.

Ms. Barnes discussed hardware replacement with the Committee.

Ms. Barnes explained the request for additional memory. Mr. Heffernan asked how far this new memory will take the Town. Ms. Barnes explained the need to boost the memory on the computers, and that this will be good for another 6 years.

Ms. Fay asked if something happened that caused the Town to need her to need more memory. Ms. Barnes explained that this is the normal progression.

Ms. Barnes explained that it is a five year rotation for the replacement of computers. She explained that the Town runs windows on apple computers.

Ms. Paxson asked how the price of licensing would be affected if the Town was using Apple software on the Apple machines instead of Microsoft. Ms. Barnes responded that it would probably be more expensive.

Mr. Barnes explained that they are requesting 10 laptop replacements on a 5 year schedule. Ms. Barnes explained the benefit for those that work in the field to have a tablet.

Mr. Springer asked why they would not replace more desktops with laptops. Ms. Barnes responded that desktops are sturdier.

Ms. Paxson asked why they would spend money on the retina display. Ms. Barnes responded that they all have retina display; it is not an add-on.

Ms. Barnes explained that they are requesting $60,000 for Software, but, compared to the other requests, this would not be a priority. She just wanted to have it in place should people make future requests.

Mr. Howell explained that it would be preferable for the departments to go through technology for their technology requests rather than departments to be making these requests individually.

Mr. Podolski suggested that Ms. Barnes provide more information on who would be using the iPads that would be purchased, and also which Town employees have two machines.

Ms. Fay asked about the technology requests that are under Engineering and Police. Ms. Barnes responded that she recommends that for very specific requests such as Engineering that they put it in their own budget to have better chance of it being funded.

6:10 PM- Town Administrators recommendation totals $7.4 Million, which is a 32% increase from last year. Mr. Heffernan explained that what he is paying attention to is whether the amounts are coming from free cash or being borrowed. He discussed with the Committee whether it makes sense to shift any funding from free cash to borrowing.

Jane Lepardo, Treasurer, explained what she has found to be borrowable expenses. Mr. Heffernan explained that although they do not decide on source of funding, he thinks it is important to be aware that some of these items might shift.

Mr. Howell explained that the reason the capital budget is so large this year is that a large amount of debt rolled off this year. Mr. Podolski requested a list of what has rolled off.

Mr. Podolski expressed concern that the the capital improvements are going up 32% from last year and wondered why it could not be gone through with a fine tooth comb to try to keep it level. He explained his frustration with the costs in local government continually rising.

Mr. Heffernan explained the concern of having to vote things down since it will just add to the list for next year.

6:30 PM- Mr. Heffernan explained that he would like to go through the recommendation of the Town Administrator line by line and take a vote by department.

Town Administrator-

Mr. Howell explained the Records Management program.

Ms. Paxson asked if in the interest of level spending it would make sense to continue to spend about $10,000 per year.

Interactive visual budget, as Arlington has done. This would allow taxpayers to see how their money is being spent. Mr. Heffernan commented that he has seen this software, and he did not find it to be intuitive. Mr. Heffernan commented that he is interested in discussing this further in the future, but he is not sure if the software is where it needs to be yet to meet the Town’s needs.

7:00 PM- Town Administrator’s Budget-

Mr. Podolski made a motion to recommend funding $10,000 for the Records Management program, seconded by Ms. Paxson. **It was voted 5-0.**

7:05 PM- Information Technology-

Fund the Software Licensing for $289,000.

Fund 20,000 of the $60,000 for software.

Mr. Heffernan explained that for the mobile technology, it is difficult to approve with missing information. Mr. Heffernan explained they could vote against the items due to insufficient information, and if the information is presented to FinCom they could then reconsider.

Mr. Podoloski made a motion to recommend funding $409,000 of the Technology requests, seconded by Ms. Paxson. **It was voted 5-0.**

Economic Development-

Mr. Podolski commented that he thinks the Architectural Study for East Dedham is a good thought, but it is not necessary at this point. He posed the question of how you draw an architectural rendering when you don’t know what is going to go there yet. He added that they should have the Arts Overlay district in place first before considering this. Mr. Heffernan commented that he liked it, but understands Mr. Podolski’s point and agrees.

Mr. Podolski made a motion to recommend that this request not be funded at this time, seconded by Ms. Paxson. **It was voted 5-0.**

Facilities-

Exterior doors at Town Hall- Ms. Paxson commented that as long as discussions are ongoing for the Ames Schoolhouse it would be irresponsible to spend money on the Town Hall. She asked why a project at the Town Hall is recommended to be funded. Mr. Howell explained energy efficiency and likelihood that the Town Hall could become the Police Station. They decided they would fund the $15,000 as recommended by the Town Administrator.

Facilities Department vehicles- The Committee agreed they would like to fund both.

Endicott Estate Replacement Barn Roof- Mr. Podolski commented that the barn is in terrible shape, and wondered if this would just be a bandaid. Mr. Heffernan commented that more work would need to be done to the barn, so you start with the roof. He explained that it is used for equipment storage. The Committee decided to leave this recommendation in.

Mr. Podolski made a motion to fund $315,000 of the Town Facilities requests, seconded by Ms. Paxson. **It was voted 5-0.**

School Facilities-

Foyer- Ms. Paxson commented that she does not feel this is essential and suggested the committee consider cutting from this area. Mr. Heffernan agreed that it should not be funded.

Mr. Podolski made a motion to recommend funding the total of $680,000 for School Facilities, seconded by Ms. Paxson. **It was voted 5-0.**

7:45 PM: Police Department-

Mr. Podolski made a motion to recommend funding of $198,200, seconded by Ms. Paxson. **It was voted 5-0.**

7:48 PM: Fire Department-

Mr. Podolski made a motion to recommend funding $674,000, seconded by Ms. Paxson. **It was voted 5-0.**

7:53 PM- Schools-

510,720 Mr. Podoski made a motion to recommend funding $510,720 for the School Department requests, seconded by Ms. Paxson. **It was voted 5-0**.

7:58 PM- Engineering-

Rustcraft Road Sidewalk- The Committee agreed to approve this request.

1.315 million, Mr. Podolski made a motion to recommend funding of 1.315 Million for the Engineering Department, seconded by Ms. Paxson. **It was voted 5-0.**

8:01 PM- Public Works

Sidewalk repair- Mr. Podolski commented this could be an area where they could consider not completely funding and only funding 400K. Susan commented on the importance of safe sidewalks.

Gateway to the Manor- Ms. Paxson asked about the safety problems in that area. No one was aware of too many safety issues. The Committee decided not to fund, Ms. Fay did not agree with this decision.

2.9 Million Mr. Podolski made a motion to recommend funding $2.9 Million, (Not fully funding sidewalks) seconded by Ms. Paxson. **It was voted 4-1**. (Ms. Fay opposed)

8:15 PM- Senior Center-

Mr. Heffernan commented that he hopes someday they are actually voting for a Senior Center.

Mr. Podolski made a motion not to fund, seconded by Ms. Paxson. **It was voted 5-0.**

8:18 PM- Parks and Recreation-

The Committee decided to fund the Memorial Park Lighting at $13,500, and Security at the Parks for $12,000. Mr. Springer commented that he is happy they are starting with only one park.

Mr. Podolski made a motion to recommend funding $81,500 for Parks and Recreation, seconded by Ms. Paxson. **It was voted 5-0.**

Mr. Heffernan suggested that CEC members to attend a Fincom meeting.

Mr. Podolski made a motion to adjourn at 8:30 PM, seconded by Ms. Paxson. **It was voted 5-0.**