

Capital Outlay Committee
Meeting Minutes of January 5, 2023

The Capital Outlay Committee meeting was held at the Bourne Veterans Memorial Community Building.

The Chair called the meeting to order at 5:00 p.m.

The following members participated.

Remote Participation: Carol Lynch and Wayne Sampson

Present: Donald Pickard, Jim Sullivan and John O'Brien

The town administrator, assistant town administrator, finance director and town accountant were present. Various department heads were present.

Item 3 Approval of Minutes. A motion to approve the meeting minutes of 9/26/2022 was made by Carol Lynch, seconded by Wayne Sampson. The vote was 3-0-2. The motion passed.

A motion to approve the meeting minutes of 12/30/2022 was made by John O'Brien, seconded by Jim Sullivan. The vote was 5-0. The motion passed.

Item 4 of the agenda included 25 capital requests which are outlined by department.

The Bourne Public Schools were the first department to make capital requests. Initially they had six requests and three will addressed by utilizing ARPA funds and will not be funded by the operating budget. Those requests were for a Wireless Access Point Upgrade, a phone system upgrade and a security camera upgrade.

The capital requests were presented as Ed Tech Plan for Interactive touch panels at the Bourne Elementary School, minibus replacements (2), and a \$50,000.00 request to fund an Owners Project Manager, (OPM) for the Bourne Middle School roof project. The roof project is in the five-year capital plan and scheduled for FY 2025. After the presentation, a motion to approve the capital requests of the school department was offered by Jim Sullivan, second by Wayne Sampson. The Capital Outlay Committee voted unanimously (5-0) to support the requests.

The recreation director presented two capital requests. The first request was for \$235,000.00 for the installation of a fitness court to be located in the Buzzards

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Bay Park. The recreation director identified two potential sources of funding. The first \$50,000.00 will be applied for from the National Fitness Campaign and BC/BS. The remaining funds will be requested from the Community Preservation Committee. Should the recreation department not be successful in obtaining the funds from either entity, the project will be removed from Capital Plan. A motion was made by Wayne Sampson and seconded by Jim Sullivan to approve this request. The capital request was approved with a 5-0 vote.

The second capital request from the recreation director was for \$500,000.00 for the Community Center Outdoor Recreation Area Re-Design. The amount requested will be dedicated to the completion of engineering and bid documents. The total project costs exceed 9,000,000.00. After the presentation by the recreation director the committee discussed the project. The consensus of the committee was the total project costs were difficult to approve in the current economy. This capital request would be forwarded to Community Preservation Committee for funding. James Sullivan made a motion to approve the request of the recreation director. That motion while on the floor did not receive a second. This capital request of the recreation department was not approved.

The engineering department made one capital request for \$100,000.00 for coastal infrastructure impairments at Sagamore Beach access ramps that need improvement. The town administrator indicated the funds would be requested from the Community Preservation Committee or the Climate Resiliency Fund. The committee approved this capital request due to the importance of maintaining our shoreline. The motion to approve was presented by John O'Brien and a second was offered by Jim Sullivan. The motion passes on a 5-0 vote.

The town administrator informed the Capital Outlay Committee that the police department request of \$67,000.00 for the message board with upgrades to the existing message boards could be accommodated at this time and would be paid for by Free Cash.

The town administrator and director of public works advised the committee that the capital funding for request for repairs to private roads was being withdrawn.

The request for funds for the intersection improvements for Barlows Landing and Shore Road were reduced from the original project costs of \$1,400,000.00 to \$850,000.00. The town administrator explained that the plan is to apply for the clean streets grant in the amount of \$500,000.00 and if the grant is approved take \$350,000.00 from Free Cash to pay for this project. The administrator also indicated that it was her plan to make this request a free-standing warrant article at town meeting. A motion to approve was offered by Wayne Sampson and a second was provided by Jim Sullivan. The committee voted 4 to 1 in favor of this plan since it is contingent on the successful grant application.

The town administrator explained that any general fund capital expenditures would be paid for by Free Cash. The public works packer would be paid for by the ISWM Enterprise Fund. There will be no borrowing for any of the FY 2024 capital requests.

The Capital Outlay Committee voted 5-0 to authorize the Chair to create and generate the Capital Outlay Annual Report to the Select Board. The motion was made by Jim Sullivan and seconded by John O'Brien.

A motion to adjourn was presented at 6:03 p.m. by, Jim Sullivan second by Carol Lynch the vote to adjourn was 5-0.

2/13/23 603 p

Motion TO Approve W. SAND

2nd Carol Lynch

Vote 5-0

