

Capital Outlay Committee
Monday, January 6, 2020 / 5:30 P.M.

RECEIVED

2020 MAY 14 AM 9:25

Bourne Veterans' Memorial Community Center
239 Main Street, Buzzards Bay

TOWN CLERK BOURNE

Present: Mary Jane Mastrangelo, John Redman, Carol Lynch, Renee Gratis and John O'Brien

Others present: Administrator Schiavi, Assistant Town Administrator Glenn Cannon, Finance Director Erica Flemming, Town Accountant Michael Ellis, Conservation Agent Sam Haines, Engineering Technician Tim Lydon, Paul Gately – Bourne Courier.

Chairman Mastrangelo opened meeting at 5:30 P.M.

Note this meeting is being televised and recorded. If anyone in the audience is recording or video-taping, they need to acknowledge such at this time.

Review FY21 Capital Outlay Request:

Conservation/Board of Sewer Commissioners – CWMP - \$400,000
[Comprehensive Wastewater Management Plan]

Conservation Agent Sam Haines and Engineering Technician Tim Lydon made presentation.

Mr. Haines said the last 2 years been working on a MS4 Program [Municipal Separate Storm Sewer System and the number 4 refers to the four words that start with the letter "S"]. Can't do this alone but work as a team which includes Tony Schiavi, Glenn Cannon, Tim Lydon, Terri Guarino, George Sala and Sam Haines.

Wastewater is the biggest nutrient load with the biggest impact. Need roadmap on what are the next steps and this is why we need a Comprehensive Wastewater Management Plan [CWMP]. Submitted application with a \$400,000 placeholder.

Project is to obtain funding necessary to hire an engineering consultant to prepare CWMP which will include the following: Needs Assessment; Identification, Screening and Evaluation of Alternatives, Formulation of Recommended Plan and completion of MEPA and DRI Reviews.

The Town requires a CWMP in order to strategically plan additional sewerage and water treatment. Estimated time of project would be 18 months to draft and review the CWMP. The development of the CWMP is the first steps in planning future sewerage and water treatment and would be considered an individual project.

The passage of the CWMP is crucial to the long term goal of improving water quality in the Town of Bourne. A delay in creating and implementing a CWMP could impact planning and strategy for future sewerage and water treatment. Decisions such as land acquisition are critical to the process and often very time sensitive.

The town has had numerous staff meetings regarding the CWMP Development and will be requesting a proposal from engineering firms to better estimate the cost of this work. Board of Sewer Commissioners heard this request during their December 18th meeting and gave their full support.

Chairman Mastrangelo would like to see a copy of the RFP. Tim will send electronically. He is also putting RFP up on Commbuys tomorrow.

The town is preparing to pursue a grant will pay for up to 75% of the cost through the Municipal Vulnerability Program grant and may also look at Public/Private Partnership.

Discussed putting request on the Special Town Meeting instead of the Annual Town Meeting since this is contingent on appropriated funding. Sam said he will also look at any funding available to lighten the load.

Chairman Mastrangelo said to go ahead as written with the request for \$400,000. Capital Outlay will meet again in April to finalize the capital plan. Sounds like a great project.

IT

Withdraw request

Chairman Mastrangelo said she spoke with Administrator Schiavi about having more Capital Outlay meetings devoted to the 5-year plan.

Facilities

Dude Solutions Draft Facility Report

Assessment has been done and have a report.

There are some things that need to be done right away and some of these things are already underway.

Chairman Mastrangelo will send report to all committee members.

Recommendations for FY21

Chairman Mastrangelo said she is looking for some clarification on the 2014 Tahoe replacement. We only have 2013 request. Need to get 2014 request from the Fire Chief.

Recommendations by Town Administrator Schiavi:

Police:

Police Vehicles	\$180,000	Free Cash
-----------------	-----------	-----------

Fire

Pickup Replacement [C-146]	\$ 52,000	Free Cash
----------------------------	-----------	-----------

Chevy Tahoe Replacement [C-144]	\$ 52,000	Free Cash
South Side Fire Station		Deferred
Air Compressor		Reserve Fund Transfer
DNR		
Additional Guardrail	\$ 5,000	Waterways Fund
Schools		
Technology Plan	\$290,000	General Debt
Minibus/Van Replacement	\$130,000	General Debt
WWTP Repairs	\$750,000	General Debt
Bournedale Elementary Repair And Expand Playground	\$ 50,000	Free Cash
DPW		
M-5 F550 Dump/Plow	\$ 79,000	Free Cash
3CY Frontend Loader	\$200,000	General Debt
Air Compressor	\$ 25,000	Free Cash
Road/Paving Maintenance		Deferred
M-12 Aluminum Landscape Body Replacement	\$ 22,000	Free Cash
Shore & Harbor		
Annual Dredging	\$200,000	Waterways Fund
Facilities		
Town Hall Chiller Replacement	\$117,000	General Debt
Fire Station #1 – Selective Roof Repair	\$ 53,000	Free Cash
Fire Station #3 – Building EMS Upgrade	\$ 45,000	Free Cash
Fire Station #3 – HVAC Upgrade	\$ 52,000	Free Cash
Town Hall – HVAC Replacement [DNR]	\$ 43,000	Free Cash
Town Hall – HVAC Replacement [Administration Office]	\$ 43,000	Free Cash
M-14 Pickup/Plow	\$ 80,000	Free Cash
Library		
Painting Interior of Library		Deferred
Recreation		
New Vehicle		Deferred
Emergency Management		
Emergency AM Radio Station	\$ 25,000	Free Cash
Variable Message Boards/Trailer	\$ 15,000	Free Cash

Engineering
Sagamore Beach Fire Station
Parking Lot Expansion Construction

Deferred

Conservation

Comprehensive Wastewater
Management Plan \$300,000

General Debt

ISWM

Replacement Loader \$497,000

Enterprise Debt

Compact Track Loader \$ 86,000

Enterprise Retained Earnings

North & East End Road Litter \$232,000

Enterprise Debt

Fence Repair

Sewer

Pumps & Alarm \$ 56,000

Retained Earnings

Replace/Repair Sewer Covers

Moved to Sewer Operating Budget

Safety Upgrades \$ 25,000

Retained Earnings

Replace M-9

Deferred

Town Administrator recommend FY2021 funding in the amount of \$3,704,000

Totals:

Free Cash \$ 816,000

General Debt \$1,787,000

Enterprise Debt \$ 729,000

Waterways Fund \$ 205,000

Enterprise Fund \$ 167,000

Assistant Town Administrator Cannon spoke about the Rail Trail and all funding that has been granted. Town Administrator's Committee on Pedestrian Bicycle Pathway Committee will be meeting on January 22nd and hope to take a vote requesting more funding from the Massachusetts Recreational Trails Program.

The proposed 6.5 mile extension would run from North Falmouth to the Cape Cod Canal, connect the Shining Sea Bike Path in Falmouth with the Canal Service Road in Bourne.

John O'Brien asked if there was any decision to pursue a park on Shore Road, Pocasset. He was told that Sam Haines was in charge of the project. Don't understand why we need a park there. Town appropriated funding of \$80,000 through Community Preservation Fund at the October 2019 Special Town Meeting.

John Redman made a **MOTION** and **SECONDED** by Renee Gratis to recommend \$3,704,000 as follows: Free Cash \$816,000; General Debt \$1,787,000; Enterprise Debt \$729,000; Waterways Fund \$205,000 and Enterprise Fund \$167,000. With no further discussion, **UNANIMOUS VOTE**

John Redman said for the amount of years he's been on the committee, he doesn't see anything on these requests that wasn't needed.

Chairman Mastrangelo said this is the last for the DPW replacing big equipment. Especially with keeping vehicles inside the new DPW facility and out of the weather.

Infrastructure portion of spreadsheet:

Planning:	\$ 300,000
Infrastructure:	\$1,696,000
Transportation:	\$ 494,000
Technology:	\$ 290,000
Equipment:	\$ 924,000

Approval of minutes:

John Redman made a **MOTION** and **SECONDED** by Renee Gratis to approve the minutes of April 4, 2019 as presented. **UNANIMOUS VOTE** 4-0-1 Abstained John O'Brien

John Redman made a **MOTION** and **SECONDED** by Renee Gratis to approve the minutes of September 16, 2019 as presented. **UNANIMOUS VOTE** 4-0-1 Abstained John O'Brien

Minutes of 10.15.2019 has been approved at the last meeting.

John O'Brien made a **MOTION** and **SECONDED** by Renee Gratis to adjourn the meeting at 6:27 PM. **UNANIMOUS VOTE**