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TOWN CLERK BOURNE

Capital Outlay Committee
Monday, December 17, 2018 / 5:00 P.M.

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

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

Excused: Renee Gratis

Others present: Administrator Guerino, Assistant Town Administrator Glenn Cannon, DPW Director George Sala, Vehicle Maintenance Forman Edwin Rivera, Acting Facility Manager Sean Feeney, Sewer Technician Thomas Parrott, Board of Health Agent Terri Guarino, Director of Business Services Jordan Geist and Paul Gately – Bourne Courier and Michael Rausch – Bourne Enterprise.

Handouts: DPW Capital Request packets with priorities, pictures, estimates

Chairman Mastrangelo opened meeting at 5:00 P.M.

Review Capital Outlay Requests

Board of Health:

2019 Chevrolet Colorado Ext Cab Truck [2] - \$60,000

Currently have a 2007 Ford Ranger Truck – VIN # 1FTYR15EX7PA33740 with 75,000 miles and 100% rotten out underneath and needs a lot of maintenance and needs to be replaced per Vehicle Maintenance Forman Edwin Rivera.

With new increase in staffing in FY18 staff have been using personal vehicle and putting in for mileage reimbursement when vehicle is not available.

Vehicles are used for septic and restaurant inspections, meetings and response to emergencies.

Request to purchase 2019 Chevrolet Colorado Ext Cab Truck and to replace existing truck. Crew cab is approximately \$1,500 more with the same size door as the front.

Administrator Guerino said 1 vehicle should be a crew cab. Edwin will check to see if truck is 4-wheel drive and double check price on crew cab.

Department of Public Works

Priority List:

- 1] **Dump Truck M-6**
- 2] **Dump Truck M-8**
- 3] **Kubota Tractor**
- 4] **Air Compressor**
- 5] **Roller**

Dump/Plow M-6 - \$74,000

Current truck is a 2005 Ford F550 4-wheel drive and is used for all department functions and snow plowing. Truck has high maintenance costs.

Replace with Ford F550 Super Duty Dump/Plow truck with 8' plow and accessories. New DPW facility is much better for the vehicles being kept inside.

Useful Life: 10 years

Dump/Plow M-8 - \$74,000

Current truck is a 2005 Ford F550 4-wheel drive and is used for all department functions and snow plowing. Truck has high maintenance costs.

Replace with Ford F550 Super Duty Dump/Plow truck with 8' plow and accessories. New DPW facility is much better for the vehicles being kept inside.

Useful Life: 10 years

Kubota Tractor - \$80,000

Current tractor is a 2001 Kubota Tractor, M900DT; VIN #53268MN9000 with no enclosed cab and can't not be used in the late fall, winter or early spring. Tractor will be traded in.

Request to purchase 2018 Kubota Tractor with enclosed cab with heater and can be utilized year round. Tractor is used for roadside mowing during all months and beach raking. This tractor will be used in all Maintenance and Facility department functions.

Useful Life: 15 years

Air Compressor - \$25,000

Current Air Compressor is a 1997 Ingersoll IR with VIN #280486UHH221

Request to purchase a 2019 Rotair Air Compressor 185 with attachments. Compressor is used for all DPW functions. This compressor will also serve all Town of Bourne departments.

Useful Life: 15 – 20 years

Tandem Roller - \$ 20,000

Current roller 1982 Tandem Roller, VIN #R3B114. Roller is aged and not running.

Request to purchase 2019 Wacker model RD12A-90 vibratory roller. This roller will be used in all functions of the DPW and Recreation. Road patches, drainage, ball fields, parks and all town owned properties.

Useful Life: 15 years

Vehicle Pool - \$25,000

Currently have a Toyota Hybrid Prius and a Ford Explorer to be used for employees attending meetings, make inspections and to be used to perform daily work schedule activities. Assessor's Department generally uses the pool cars during day. Bringing on a new Building Inspector a year from now and don't expect this person to use their own vehicle to travel to make inspections. Vehicle is also used to transfer people to Falmouth or to Sandwich during storms.

Request to purchase a 2019 Chevrolet Equinox with 4-wheel drive in anticipation of storm related events.

Originally put in 1 but with new Inspector coming on think we need 2 vehicles. Chairman Mastrangelo asked if we can take under advisement. Administrator Guerino said absolutely but need 1 and to take other under consideration. Will give breakdown how vehicles are used.

Facilities

Priority List:

- 1] **Archives Fire Alarm System Replacement**
- 2] **Fire Station 3 – Access Control System**
- 3] **Town Hall HVAC Boiler Pump Replacement**
- 4] **Fire Station 3 – HVAC Upgrades**
- 5] **Archives Carpet Replacement**

George Sala introduced Sean Feeney as the Acting Facility Manager.

Archives Fire Alarm System - \$60,000 [Cost reduced from \$60,000 to \$25,000]

Current system was installed in the mid 1990's and malfunctions daily triggering trouble alerts and initiating multiple service calls. Replacement parts are expensive and difficult to find. Due to the system manufacture, trademark parts and information supporting the system is difficult. Ongoing maintenance cost will continue and old system cannot be supported.

Request to replace existing malfunctioning Archives Fire System with a new fire silent night system. Project will be ready for bid as soon as the funds are available and should be complete by end of FY2020.

Projected Useful Life: 20 – 25 years [Ongoing maintenance is required including semi-annual inspections.

Fire Station 3 Access Control System - \$60,000

Replace existing Paradox building access system with KANTEC Extrapass or equivalent, Access and control system. Existing system is obsolete and malfunctioning. Replacement parts are non-existent.

Project will be ready for bid as soon as funds are available.

Project Useful Life: 20 years [Ongoing maintenance and inspections and / or software updated as needed.

Town Hall Boilers Replacement - \$25,000

Replace existing boiler header and circulation pumps for the heating system. The existing system has continuing failure of the current circulator pumps. Boiler system has been modified at Town Hall throughout the years. There is a mixture of old and new system. Working to get the right parts. Boiler was last upgraded in 2006.

Department of Natural Resources and Town Administrator's Office run off 1 zone and would like to split into 2 zones.

Request to replace the Town Hall boiler manifold, circulator pumps and select heating system plumbing.

Project Useful Life: 15 – 25 years

Sagamore Fire Station 3 HVAC Upgrades - \$50,000

Floor plan was redesigned necessary to convert the Fire Station in the location for the Bourne Fire Department Headquarters, the HVAC system on the third floor sleeping quarters and offices is inadequate for the new layout. These upgrades will significantly extend the life of the building and improve working/sleeping conditions. Supplementing the existing mechanical and electrical systems with state of the art energy efficient system will improve indoor air quality; conserve energy and offer cost savings.

Request to upgrade the HVAC system in the sleeping quarters and offices.

Project Useful Life: 20 years

Archives Carpet Replacement - \$50,000

After years of wear and water damage it would be advantageous to replace the carpet in the Bourne Archives Building. Existing carpet was in the building when the Historical Society took occupancy in the late 1980's. Carpet was probably installed in the 1970's at the latest.

Chairman Mastrangelo asked if we can bid jointly with Library to get a better price and asked Sean to review library quote on carpeting.

Project Useful Life: 10 years

Sewer Department

Sewer Department Director George Sala introduced Thomas Parrott, Sewer Technician who maintains and repairs sewer pumps.

Grinder Pumps and Alarm Panels - \$55,000

There are 200 pumps and panels on the sewer system that are used to grind waste and then pumps into sewer system. Current sewer system is over 30 years old. Pumps are aging and are not efficient as the new style pumps. There are 22 alarm panels that are not working and are rusting and corroding.

Request to purchase new 20 grinder pumps with new upgraded pumps and 20 alarm panels. The request includes extra money for wiring and contingency.

Lateral Inspection Camera and attachments - \$15,000

Request to purchase a Lateral Inspection camera with 350 feet of cable to inspect sewer lines for damage, clogs and leaks. Camera will also be able to take pictures. Sewer lines need to be inspected on a regular basis. To hire a contractor to do this work becomes expensive.

Will need training for 4 people to start making inspections on our own.

Project Useful Life: 10 years

Repair or Replace Sewer Covers - \$15,000

Adjust manhole covers along Main Street. Covers have settled and need to be readjusted. Covers that have settled could cause damage to any vehicles or bicycles traveling the roadways.

Project Useful Life: 10 years

Sewer Safety Upgrades - \$20,000

Replace all deteriorated electrical conduits, wires, lighting at Hideaway Village Pump Station and exhaust system at the wet well station on Main Street. Sewer system is aging and we need to continue to upgrade the system both for regular maintenance and safety.

Chairman Mastrangelo said we need to have a study for next year on replacement of sewer pipes at a cost of 1 million dollars a mile. Current budget is being spent on pumping of Savary Avenue.

Schools

John O'Brien recognized the passing of Pamela Lay. She was the best Administrative secretary he ever had.

Priority:

1] Mini-Bus/Van - \$268,000

Used to transport students to and from school daily. Two of the four vehicles will replace the 2007 and 2008 mini buses. The 2007 bus has 164,000 miles and is beyond its useful life and have over \$10,000 of repairs and maintenance last year. The 2008 bus has 157,000 miles and is also beyond its useful life with over \$12,000 of repairs and maintenance last year.

Request is to purchase 3 new 29 passenger buses at \$66,000 each and 1 new 18 passenger wheelchair up fit for \$70,000. Additional mini buses are necessary due to the transition to upgrade span schools covering both sides of the bridges. They will provide reliable, safe, and timely transportation services across the district.

Equipment Useful Life: 7-8 years

2] WWTP Repairs – \$640,000

This multiphase project is the result of an evaluation of the WWTP completed by a consultant in March 2018. A Capital Outlay Plan was created by the consultant to keep the plant operating for the next 20 years. Phase 1 of this project was approved by the Capital Outlay Committee for FY2019 that will address the immediate need to repair cell #2 which is inoperable. This phase [2] will address the other items that the consultant marked as needing immediate attention.

Additional phases and approximate costs:

Phase 3: \$2,000,000 in 2025

Phase 4: \$500,000 in 2030

Phase 5: \$325,000 in 2035

Phase 6: \$200,000 in 2040

Project Useful Life: 20 years

3] BPS Technology Planning - \$329,021

Current web based technologies can expose a school district's capacity to meet demands of streaming video, backups and VoIP telephone Systems.

Requesting to complete an internal network refresh that will address and bring Bourne High School, Bourne Middle School and Bournedale in line with the new Bourne Intermediate School. The plan is to pull fiber between IDF [Intermediate Distribution Frames] and MDF [Main Distribution Frames] and deploy the necessary hardware to handle the fiber so upload and download speeds are matched.

Have established a minimum of a 50% [\$164,510.50] reimbursement to the town but that figure could climb to 60% [197,412.60] of the total cost of the project.

Chairman Mastrangelo said we need more details.

Administrator Guerino asked if this can be broken over 2-3 year period.

Mr. Geist said quotes are split out by schools:

Bourne Middle School:	\$127,725.00
Bourne High School:	\$ 81,673.00
Bournedale Elementary School:	\$ 80,656.00
Central Office:	\$ 8,612.00
Spare Equipment:	\$ 4,155.00
Services:	\$ 31,200.00

Project Useful Life: 10 – 30 years, varies per item.

BHS HVAC Energy Efficiency Upgrades - \$133,000

Energy Audit study is to summarize the existing points of energy consumption and determine cost-effective measures that can be implemented and incentivized by the Cape Light Compact

and National Grid. Working with Cape Light Compact and Rise Engineering, a list of energy conservation measures were identified that would increase energy efficiency at the High School.

Modernization of the existing equipment to maximize energy efficiency and control of the climate in the building. Annual Energy savings to the town are estimated at \$52,173 with reduced electricity and gas costs. Estimated payback for the project is 1.8 years.

Cost of the project is just under \$300,000. Cape Light Compact and National Grid have agreed to fund 60% [\$165,000] of the cost of the project if we take advantage in a timely fashion.

Project Useful Life: 20 years

Bournedale Elementary Bathroom Installations -\$150,000

Bournedale transitions into an early childhood center next year and three additional bathrooms will have to be added closer to classrooms to best meet the needs of the younger children.

Pre-kindergarten to 4th grade has been changed to pre-kindergarten to 2nd grade with full day kindergarten. Some hallways have no facilities in close proximity to classrooms.

Project Useful Life: 20 years.

Approval of minutes:

John O'Brien made a **MOTION** and duly seconded to approve the minutes of August 20, 2018 and September 10, 2018. **UNANIMOUS VOTE**

John Redman made a **MOTION** and **SECONDED** by Mary Jane Mastrangelo to adjourn at 7:15 P.M.

Respectfully submitted by:

Debbie Judge
Recording Secretary