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Minutes of the Meeting of the Capital Outlay Committee

Wednesday, January 4, 2017 2017 MAY -2 PM 3: 08

TOWN CLERK BOURNE

Committee Members Present: Chairman Mastrangelo, John Redman, Carol Lynch, John O'Brien (arrived 9:10 am).

Excused: Rick Mastria.

Also present: Town Administrator Tom Guerino, Finance Director Linda Marzelli, DPW Superintendent George Sala, Facilities Director Steve Gavazza, Wes Ewell (Wastewater Advisory Committee), Sally Riggs (Wastewater Advisory Committee and Main Street Steering Committee), Superintendent of Schools Steven Lamarche, Bourne Schools Business Manager Ed Donaghue, Selectman Stephen Mealy, and Michael Rausch (Bourne Enterprise) who was audiotaping the meeting.

Handouts: Plot plan showing the new Police Facility, the treatment plant and the leaching fields
Planning Level Estimate

Chairman Mastrangelo called the meeting to order at 9:03 am.

1) Review of FY18 Requests

Sewer Department Request: George Sala and Steve Gavazza presented the Sewer request for \$68,000 for generators: \$40,000 is to replace the 24 year old primary Generator at the Main Street pump station and \$28,000 is to replace the 23 year old generator at Hideaway Village pump station. The transfer switches do not need to be replaced. They have received three quotes. This request will be paid out of Sewer Enterprise fund retained earnings or borrowing.

Pumps that have been purchased each year are not required this year as there is sufficient stock on hand and pumps can be repaired at DPW.

Wastewater Advisory Request: Wes Ewell and Sallie Riggs presented the status of the Buzzards Bay Wastewater Treatment Facility project at Queen Sewell Park. A plot plan showing the new Police Facility, the treatment plant and the leaching fields was handed out. Also handed out was a Planning Level Estimate for the project at \$5,157,000. The estimate is preliminary until more detailed plans can be done. This estimate does not include the estimated \$2.5 million cost of environmental mitigation that may need to be done.

Potential funding sources include an Economic Development Grant from the Federal Department of Commerce Economic Development Administration which cover 50% of the total project cost, a Mass Works Infrastructure Grant from the Massachusetts Executive Office of Housing and Economic Development of up to \$1.5 million, and bonding through one or more available programs including the State's Revolving Loan Fund which provides state-issued bonding for wastewater projects and forgives 25% of the principal if the project complies with the regional Section 208 Water Quality Plan (which this project does).

It is estimated the project could add \$3 - \$5 Million to the town's tax base. One possible financing option is a District Improvement Finance Program. A workshop on this type of program will be presented on January 24th to the Board of Sewer Commissioners/Selectmen with Capital, Finance and Assessors invited. This program allocates additional tax revenue received as a result of the project to pay the cost of the project.

There was discussion about coordinating the planning and construction of this project with the planning and construction of the Police Facility. Originally the Wastewater project was planned to begin in the spring of 2017 with completion in November – December of 2017. With the Police Facility approval and increased cost estimates the project timeline has been moved out.

Once the concrete work and steel framing of the Police Station is complete – and the site prep, concrete and basic structure of the Wastewater Facility can be done at the same time – the work can begin on the leaching fields. Once pavement is done trucks can traverse the leaching field. It takes six – eight weeks for the treatment plant to be completed.

The cost estimate of \$5,157,000 was discussed. This cost estimate has been done by Weston and Sampson, but a good cost estimate can only be done when working drawings are completed. There are not sufficient funds for the working drawings at this time. Chairman Mastrangelo asked TA Guerino if a reserve fund transfer could be used to pay for these costs to have an accurate estimate for Town Meeting. He deferred that decision to the Chair of the Finance Committee.

The last remaining piece is a Wastewater Disposal Permit from DEP. An application has been submitted and takes 6 – 8 weeks. One aspect of the permit is the possibility of environmental mitigation – which could cost \$2.5 million depending on what is required. There is a possibility that properties along Buttermilk Bay from Cohasset Narrows to the bend in the Channel may be required to be serviced by the new facility. 20% of the properties are still on cesspools. However, the groundwater flow from the leaching fields from the new facility will flow to the canal not to Buttermilk Bay. In addition the expansion of the Wareham facility is expected in 10 – 20 years and Wes is hoping to have that at the time to connect these homes. The average cost of connection is \$5,000 for removing old system and hooking up to the new. Wastewater Advisory recommends a subsidy to the individual homeowner. If all homes in the area were connected it could use 26,000 of the 100,000 gallon per day capacity of the new plant.

Apportionment of additional costs with additional users will be determined by the Board of Sewer Commissioners.

Wastewater Advisory has received \$110,000 from mitigation funds from the Cape Cod Commission.

Selectman Stephen Mealy suggested that one person be in charge of coordinating both the Police Facility and the Wastewater Facility planning and construction. There was some discussion by members of the Capital Outlay Committee.

Motion was made by John Redman and seconded by Carol Lynch: The Capital Outlay Committee recommends that the OPM (Owner's Project Manager) hired for the Police Facility Project also be in charge of oversight of the design, engineering, bidding and construction of the Wastewater Project. Town Administrator Guerino stated that he is working on the RFP for the position and can include this in the RFP. There was some discussion about how the Wastewater Advisory Committee could be kept in the loop. Town Administrator Guerino said he would give that some thought. ***Motion passed unanimously 4 – 0.*** Chairman Mastrangelo asked attendees next on the agenda if a few minutes could be spent with Sallie Riggs discussing additional information for Buzzards Bay Park (item 4 on the agenda) as she needed to leave for another meeting. Mr. Lamarche and Mr. Sala agreed.

Buzzards Bay Park Project: Sallie Riggs handed out a page from the Selectmen presentation giving an overview of Implementation Area One and Implementation Area Two along with an overview of how \$775,000 already appropriated for Implementation Area One has been spent and how the \$929,136 needed for Implementation area Two would be spent. She also handed out detailed estimates for the \$929,136 and how it had been reduced from \$1,301,802.

Sallie indicated that the Main Street Steering Committee has not yet approved the estimates. She also said that an application would be made to the Community Preservation Committee for CPA funds. There was discussion about possible grants for the remaining funds needed. The possibility of a Town Meeting vote for the project cost contingent on the receipt of a grant was discussed. There was also discussion on the distance – approximately ½ mile from Buzzards Bay Park to the new Inclusive Playground. Chairman Mastrangelo requested that Main Street Steering Committee provide breakdown of the General Contractor \$539,000, the final cost recommendation and the final determination of the CPC on the request.

Facilities Requests (taken out of order so that George Sala could attend the Main Street Steering Meeting): George introduced the new Facilities Director Steve Gavazza.

First priority: Town Hall Bathroom Renovations \$50,000 will provide new fixtures, flooring and make the second floor bathrooms at Town Hall ADA compliant. The bathrooms are currently not in operation due to damage to fixtures and water leaks. Some of the work can be done in-house.

Second priority: Community Building Security and Card Access System. Originally thought to cost \$95,000 but the request has been reduced to \$75,000 because the current system has available ports and only a software upgrade is needed to add the Community Building. The card access system gives access to interior offices and areas – access level is determined by TA Guerino. The exterior door that is out of service is currently being worked on. The current security camera system has blind spots – upgraded security cameras should eliminate blind spots and help prevent some vandalism that has occurred. Cameras with 360 degree access, zoom and night vision are recommended. COC requested a breakdown of security camera and card access cost estimates.

Third priority: Town Hall Exterior Painting, trim and vinyl siding \$75,000. This project will be done in two phases – first repairs to trim and siding and then painting. There are rotted sections where red vinyl, window sills and door trims are rotted.

Also discussed was the painting of the Library. Finance Director Marzelli said there were funds left from the Cupula project that could be used but the project needs to be closed out and applied to this new project. George and Steve will consult with Linda to determine the amount left and will provide Debbie with the project amount which will be added to this year's plan.

TA Guerino indicated that the OPM piece for the Police Station is his current priority and that the establishment of the Pocasset Fire Station Committee will be worked on in February/March.

School Department Requests:

First Priority: Technology Plan total \$210,000.

VOIP telephone system for Bourne Middle School and Bournedale. Last year the High School and Central Office were completed – High School was more complicated and costly than originally thought. Estimated cost is \$114,720 which is higher than last year. There are problems with Bournedale phones as multiple phones are needed for different purposes and replacements need to be purchased on EBay.

Replacement of BES student chrome books approximately \$53,000. Upcoming replacement of Peebles student computers should be done as part of the building project and result in a reduction in the capital technology request for one of the upcoming years.

Replacement of BES staff CPU's approximately \$34,000.

Total cost estimate is \$200,630.50 which has been rounded up to \$210,000.

Second Priority: Special Ed Mini Bus that was delayed last year cost \$62,000. They used to have six, but retained the bus that was supposed to be replaced last year and have increased the fleet to seven mini-busses. For the most part the busses are used for Pre-K, but they are also used for some roads that the regular buses can't go on. Last year's bus cost \$59,000 the cost has been increased to \$62,000. They will trade in the oldest but there is very little trade-in value.

Third Priority: Asbestos abatement \$150,000. This request was also deferred from last year and it is the final year of a multi-year project. This will complete the replacement of the floor tiles at the High School. Project is mostly 2nd floor of A wing – science labs. While there is still some asbestos in the High School it is in non-student areas. There is also some at Peebles and Otis – but these will be handled out of the school budget on an as-needed basis.

There was discussion about capital maintenance required at Otis and the free student tuitions received from the collaborative in exchange for the use of Otis.

Fourth priority: Repair Exterior Columns at BHS \$40,000. There are 32 columns at BHS. 10-12 of the columns at the front and courtyard have been repaired. This project will repair the remaining columns that need repair.

Fifth priority: Fencing at BES playground \$40,000. The playground at BES is open on three sides and there are safety concerns about students going into the woods unobserved or hunters accessing the woods through the playground.

2) Approval of minutes:

Motion was made by John Redman and seconded by Carol Lynch to approve the minutes of 12/14/16. Motion passed unanimously 4 – 0.

Motion was made by John O'Brien and seconded by Carol Lynch to approve the minutes of 12/7/16. Motion passed unanimously 4 – 0.

Motion was made by John Redman and seconded by John O'Brien to approve the minutes of 11/30/16. Motion passed unanimously 4 – 0.

3) Additional information on previously discussed requests

Chairman Mastrangelo asked Finance Director Linda Marzelli about the possibility of a Town Meeting vote for any additional project costs needed for the Buzzards Bay Park project (in addition to CPC funds) could be contingent on the receipt of a grant. Finance Director Marzelli said that could be done.

4) Public Comment – none.

Motion was made by John Redman and seconded by John O'Brien to adjourn the meeting. Motion passed unanimously 4 – 0. Meeting adjourned at 11:20 am.