

Capital Outlay Committee
Wednesday, May 13, 2020 / 5:30 P.M.

Zoom Meeting

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

Excused: Carol Lynch

Others present: Administrator Schiavi, Finance Director Erica Flemming,

Chairman Mastrangelo called meeting to order at 5:30 P.M.

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Review FY21 Capital Requests:

Administrator Schiavi said there is a lot of uncertainty economically right now that's effecting around the world as well as the local level. Over the last month or so since the Covid-19 pandemic hit, spent a significant amount of time discussing what the future is going to look like. As we look at FY21 and the economic forecast that has been discussed at the state level that we will be facing significant revenue shortfalls from the federal and also from the state aide that we get. Nobody knows to what extent those effects are going to look like.

Bourne is in an excellent position financially through a lot of hard work for a number of years due to Administration, Selectmen and Finance Committee and others to put us in a good place to weather a storm such as what we are facing.

The town has done an excellent job for a number of years in capital requests that has put us in a much better position. Asked the department heads to let him know 2 things:

- 1] If your project is delayed to the Fall STM can you live with that and if not explain what the impacts of the delay would be.
- 2] If you had to wait a year until the May 2021 Town Meeting could you do this with your project and if not explain what the impact would be.

Backup had been supplied for tonight's meeting with the department heads responses and hope all members had an opportunity to read.

After some discussions started to formulate a plan to defer basically all the capital projects including the schools and also talked to the School Committee and Administration about it. Looking at this is 2 phases there were a couple of projects that we felt needed to be funded at this time:

- Dredging Program – probably in line with the dredge after several years of Town Meeting articles to fund from the Waterways Fund

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- Fire Station Roof at Buzzards Bay has become a significant health and safety situation. It actively rains inside the apparatus bay and take from Free Cash
- Safety Upgrades and pumps and alarms for the Sewer Department and will come from Retained Earnings.

These are the 3 projects that we felt we needed to put forward at Town Meeting for funding.

This will allow several months to access where we are with State Aide because the state budget will not be done by July 1st. This will allow myself and the Capital Outlay Committee to consider the current economic landscape and how we want to potentially move forward with the articles in the fall.

John Redman asked if the items that the committee did vote on, would they automatically carry over to the Special Town Meeting or do we have to go through the process of voting again.

Chairman Mastrangelo said it depends because we may have to reevaluate. Requests may not be the same and may have to reprioritize. Schools may change what they are requesting for their technology plan because with the remote learning there may be some changes.

John O'Brien asked if September be soon enough to make changes.

Administrator Schiavi said he's hoping to shift it a little later but hasn't spoken to the Selectmen or Moderator but may make sense to do the STM in either late October or early November to allow time to get cash certified to take a look at what happened 6 months prior.

Finance Director said it's doable and in these times it's better to be conservative. Don't think it would interfere with the tax rate process and was told that we may have to prepare for a third quarter preliminary bill and hoping this is not the case.

Chairman Mastrangelo suggested to change the working on the spreadsheet from deferred to not recommended so it makes it a little more clear. This is just a thought that we can think about. With further discussion we will leave the wording as deferred and just explain it to the people.

Administrator Schiavi will also get in touch with the Chairman about the new South Side Fire Station and see what the next steps are since there is a lot to consider.

John Redman made a **MOTION** and **SECONDED** by John O'Brien to amend the recommended Capital Plan to report at the Annual Town Meeting and recommend \$481,000 with \$200,000 from Free Cash; \$200,000 from Waterways and \$81,000 from Enterprise Fund Retained Earnings. With no further discussion we will do a roll-call vote: John Redman – Yes; Renee Gratis – Yes; John O'Brien – Yes, Mary Jane Mastrangelo – Yes.

Approval of Minutes:

John Redman made a **MOTION** and **SECONED** by Renee Gratis to approve the minutes of 12.16.2019 as presented.

Roll Call Vote: John Redman – Yes; Renee Gratis – Yes; John O’Brien – Yes; Mary Jane Mastrangelo – Yes **Vote 4-0-0**

John Redman made a **MOTION** and **SECONDED** by Renee Gratis to approve the minutes of 01.06.2020 as presented.

Roll Call Vote: John Redman – Yes; Renee Gratis – Yes; John O’Brien – Yes; Mary Jane Mastrangelo – Yes **Vote 4-0-0**

Discuss Meeting Schedule:

Chairman Mastrangelo will be planning meetings starting the beginning of September probably on Thursdays so it doesn’t conflict with meetings that John O’Brien attends. He said that ZBA meets the first & third Wednesday. Chairman Mastrangelo said Monday’s work well before the Finance Committee. Will take under consideration.

John Redman is up for reconsideration and Chairman Mastrangelo asked if he would be willing to stay on at least until the fall. John Redman said he would be happy to stay on as needed since the committee did a lot of work.

John Redman asked how the activity is at the landfill since this is a revenue source.

Administrator Schiavi said the activity has been good. Our response to Covid-19 are some areas at the landfill were closed like Dorothy’s Swap Shop, paint area, no leaves or brush for residents but is still open for commercial for C&D. With Management Practices in place to slowly allow us to open back up particularly for residents and did leaves and brush first and just recently opened up the C&D for residents as well. For the most part, they are doing well.

John O’Brien made a **MOTION** and **SECONDED** by Renee Gratis to adjourn meeting at 5:58 PM.

Roll Call Vote: John Redman – Yes, John O’Brien – Yes, Renee Gratis – Yes, Mary Jane Mastrangelo – Yes **Vote 4-0-0**

Respectfully submitted by:

Debbie Judge
Recording Secretary

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Capital Outlay Committee

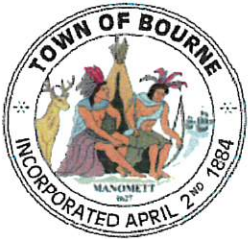
SUBMITTED ON SEPTEMBER 4, 2020 - 3:00PM

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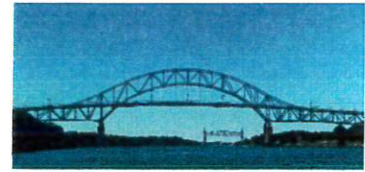
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Date: Thursday, September 10, 2020 - 5:00pm

Related Event: [Capital Outlay Committee](#)



CAPITAL OUTLAY COMMITTEE



Meeting Notice

Date

September 10, 2020

Time

5:00 PM

Location

ZOOM Meeting -
Public Access See Below

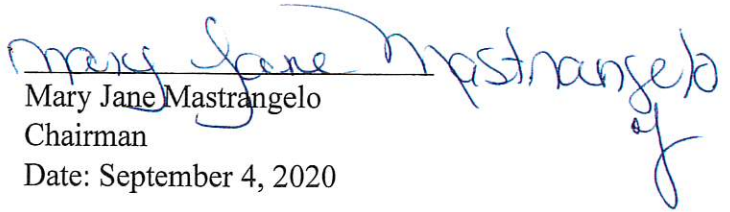
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Password: 805072 Please press MUTE on your phone until the Chair asks if anyone wishes to speak.

1. Call Meeting to Order - **If anyone on the conference call or Zoom meeting is audio or videotaping, they need to acknowledge it at this time.**
2. Note any excused/absent members – note public participants for the record
3. Committee Reorganization
4. Review Update on FY21 Capital Requests
5. Review and discuss progress on Facilities Software Management Implementation
6. Discuss Draft Facilities Condition Assessment Report – Immediate Need Recommendations
7. Discuss E-Permitting implementation progress
8. Update on unexpended capital funds
9. Approval of Minutes: 03.02.2020; 05.13.2020
10. Discuss meeting schedule for Fall STM Review and Spring ATM Review and other issues
11. Public Comment
12. Such other business that may legally come before the Committee.
13. Adjourn

“The listings of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. All items are on the agenda are subject to deliberation and votes by the Capital Outlay Committee. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.”


Mary Jane Mastrangelo
Chairman

Date: September 4, 2020

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