Town of Bellingham MA

10 Mechanic Street, Bellingham MA 02019

MINUTES08.22.2016

Joint Finance Committee and Capital Improvement Committee
Meeting Minutes
Monday August 22, 2016, 7pm
Bellingham Municipal Center

1. Fin Com Present: JA, KK, MF, KC, KG
   CIC Present: RL, MF (NO QUOROM)
2. Fin Com Absent:
   CIC Absent: JM
3. Meeting Commenced: 7pm

4. School Department STM Capital Requests: Roger Oakley , Peter Marano, Michael Roche
School Department presented its FY 2017 requests. Full paperwork is on file with FinCom/CIC Clerk:

Project	Amount $	Description	notes
BHS Phase 2 of Roof repair	$116,600	Strip, flash, replace, roof shingles	Phase 2 of 5 phase project
Memorial School Fire Alarm Panel and Devices	$56,164.63	Replace panels and devices	
South School intercom/clock system	$36,900	Repair/replace components of the school intercom and clock system.	Existing system is obsolete and communication capabilities are failing throughout (security and safety issues)
South School Carpet	$113,320	New Carpet (Phase 1: partial 1st floor)	Install carpet in classrooms and library.

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5. Town Bylaw 49-2 proposed amendment – Michael Roche Transportation Procurement and Facilities Coordinator:

Per Michael Roche : "Currently, the threshold set by our Town Bylaw §49-2 requires the solicitation of 3 written quotes for purchases between $5000.00-24,999.99. The Massachusetts General Laws for the procurement of Building Construction Contracts (M.G.L. c. 149), Public Works Construction Contracts (M.G.L. c. 30, §39M), Construction Materials (M.G.L. c. 30, §39M, or M.G.L. c. 30B, §5), Supplies and Services (M.G.L. c. 30B) has a minimum threshold of $10,000.00 or more before quotes are required.

There is also a Town Bylaw (§49-5, A, (1)) that states that the Town of Bellingham requires that an advertisement be placed in a newspaper of general circulation in the Town at least 20 days before the time advertised for the opening of bids. State law only requires the advertisement 2 weeks in advance of the opening of bids. The timeframe required to prepare, advertise, conduct site visits, hold pre-bid meetings, amend bids based on contractor feedback and open bids is already very lengthy. By requiring an extra six days on the local advertising due to the bylaw extends that timeframe even longer.

I am proposing that the Town vote to approve amendments on two sections of the Town Bylaws at the upcoming October Special Town Meeting. I have received the support and sponsorship of the Bellingham School Committee by a unanimous vote of 4-0 at the July 19, 2016 School Committee meeting, and have also received a letter of support from DPW Director, Don DiMartino. Our CFO, Chris Laviolette expressed that he also will support the bylaw amendment as proposed. Finally, the Board of Selectmen voted to support the change at the meeting held on August 15, 2016. On the following pages, you will find the original bylaw wording with the changes tracked for review. I am requesting that the Finance Committee review and hopefully recommend the proposed bylaw changes as listed on the following pages."

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6. Finance Committee Reorganization / CIC Appointment: Kelly Grant and Kevin Clark appointed to CIC to fill vacancies left by JC and AE. Clerk will obtain appointment forms to be signed at next meeting.

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8. New Business: Emails, Bills, Correspondence: Clerk Invoice for Month of August 2016

KK made a motion to approve clerk invoice for month of September. Second by KC, approved 5-0

9: Approval of Meeting Minutes:

CIC/FinCom Meeting July 25, 2016 (JC) Motion made by KK, second by MF Approved 5-0

Meeting Adjourned : KK- KG 5-0 Adjourned at 7:59p