

**Finance Committee
Meeting Minutes
Monday, August 27, 2018 at 7:00 pm
Bellingham Municipal Center
Arcand Meeting Room**

1. FinCom Present: J. Allam, J. Flannery, K. Keppler, K. Clark, J. Collamati, K. Grant

2. FinCom Absent: All Members Present

3. Meeting Commenced at 7:34 pm

4. Committee Members tabled the approval of minutes from June 26, 2018 until the next meeting so that all members can have a chance to review them.

5. The School Department was present to discuss various requests. Mr. Marano explained Phase IV of the High School Roof Project. The Roof Project will consist of 5 Phases in Total. Mr. Marano requested \$95,000 for Phase IV to be funded from the Macy School Proceeds.

Rooftop Units for the BECP (Bellingham Early Childhood Program) in the amount of \$77,000 and also Rooftop Units for the BECP at DiPietro School in the amount of \$77,000 were requested to be funded from the Macy School Proceeds. A report prepared by Northern energy with the information on these units was provided to all Finance Committee members for review.

Entrapment Designs in the amount of \$3,600 for the High School, \$2,800 for DiPietro School and \$4,200 for Stall Brook School were discussed and requested by Mr. Marano. Macy School Proceeds would be the funding source for this request.

Mr. Marano explained the lease information and request for \$65,000 for a One year lease on Chromebooks. Macy School Proceeds would be the funding source for this request.

A Master Plan for the High School Fields and Parking Areas was discussed by the School Committee. Mr. Oakley stated that the current Fields at the High School are in deplorable shape. This Master Plan would provide information on what the next steps should be to correct these areas and at the same time it would help with future issues on parking areas that need to be addressed. Mr. Marano requested \$50,000 from the Macy School Proceeds for the High School Fields Master Plan to be developed.

A motion to recommend \$324,000 from the Macy School Sale of Land Proceeds to fund: Phase IV of the High School Roof, Rooftop Units at Stall Brook School, Rooftop Units at DiPietro School, Entrapment Designs at the High School, DiPietro School and Stall Brook School and the One Year Lease on Chromebooks was made by K. Clark. Seconded by J. Collamati. Recommended 6/0.

The Master Plan for the High School Fields was tabled until the Board of Selectmen discuss this project further. The School Department can come back to a future Finance Committee meeting with more information after talking with the Board of Selectmen.

6. Building Inspector Tim Aicardi was present to discuss the need for a 4-Wheel Drive vehicle in the Inspectional Services Department. Mr. Aicardi stated that multiple inspectors share the vehicle and a 4-Wheel Drive vehicle is being requested to be able to safely navigate through construction sites that need inspections. The vehicles currently used by the Inspectional Services Department have been handed down from other departments and are in need of replacement. Mr. Aicardi requests \$33,374.60 for a 2019 4-Wheel Drive Ford Explorer. The motion to recommend \$33,374.60 to be funded from the Macy School Proceeds was a 2/4 vote. The purchase is not recommended by the Finance Committee.

J. Collamati noted that there was discussion of a low mileage vehicle from another department that will soon be available. This vehicle may be an option for the Inspectional Services Department.

7. Town Clerk, Ann Odabashian discussed the request for E-Poll Books and Hand Held voter devices in the amount of \$21,285.00. Informational packets on these devices were provided to all Finance Committee members for review.

A motion was made to recommend \$21,185.00 to be funded from the Macy School Proceeds by J. Collamati. Seconded by J. Flannery. Recommended 5/1.

8. Library Director, Bernadette Rivard was present at the meeting to discuss Library requests.

Ms. Rivard provided copies of the flooring estimates and products being considered. The Library is requesting \$60,000 to replace the carpeting throughout the Library and a small area of vinyl flooring in the back of the building.

Ms. Rivard also requests \$9,000 for upgrade to the security camera system. The new system will include 16 High resolution cameras that we be installed by Custom Alarm Company.

A motion was made to recommend no more than \$60,000 for the Library Flooring and \$9,000 for Security Cameras to be funded from the Macy School Proceeds by K. Keppler. Seconded by J. Flannery. Recommended 6/0.

9. Chief Gentile was present for the meeting to discuss Fire Department requests.

Mr. Gentile provided Finance Committee members with information on the computer and equipment upgrades needed. These computers are used to run the ambulance reports that are sent off to the billing company. A motion to recommend \$15,550.38 for computer upgrades funded from Ambulance Receipts was made by J. Collamati. Seconded by J. Flannery. Recommended 6/0.

Mr. Gentile also discussed the replacement of a Fire Prevention Vehicle. Price quotes were presented for both a Ford Expedition and a Chevy Tahoe. The Fire Department would prefer the Tahoe, as this is what they have been changing over to and have not had any issues with the Tahoe's to date.

A motion to recommend \$41,975.54 for the purchase of a Chevy Tahoe funded from Ambulance Receipts was made by J. Collamati. Seconded by K. Clark. Recommended 6/0.

A motion to recommend the purchase and installation of optional equipment needed in the amount of \$15,270 funded from Ambulance Receipts was made by K. Keppler. Seconded by J. Flannery. Recommended 6/0.

The purchase of a new Fire Engine costing \$651,725 to replace a 1992 Pumper at Station 3 was not voted and postponed until the Board of Selectmen meeting on September 11, 2018 to determine the funding source for the purchase.

10. Lieutenant Russell and Chief Daigle came into the meeting tonight to discuss three vehicles that need to be replaced.

Lieutenant told the Finance Committee that vehicles 401, 408 and 409 need to be replaced at this time due to mileage and previous damage they had sustained in minor accidents. The department did some research and decided to prolong the replacement of vehicle 402 for at least another year.

The MDT'S (Mobile Data Terminals) from the three vehicles seeking replacement would be swapped out to the new vehicles in order to save some expense of having to purchase new MDT'S.

A motion to recommend \$141,826.70 for the purchase of three utility vehicles and the transfer of three MDT'S funded from Free Cash was made by J. Collamati. Seconded by J. Flannery. Recommended 6/0.

11. DPW Director, Don DiMartino was present to discuss the following Department of Public Works requests for vehicles and equipment:

Mr. DiMartino presented information on a 5 Year lease option of an Elgin Street Sweeper in the amount of \$243,000 (\$48,500 per year for 5 years). Mr. DiMartino also informed the Committee that this is one of two street sweepers and the other had been purchased using Ch. 90 Funds. Motion to recommend \$243,000 for the purchase of an Elgin Street sweeper from the Stormwater Budget was made by K. Clark. Seconded by K. Grant. Recommended 5/1.

Mr. DiMartino explained the need of a Vacuum and Jet Truck purchase. This truck would replace the 1997 Catch Basin Clam Truck and will expand the service now needed for Water Lagoon Sludge and Sewer Cleaning Inspections. A motion to recommend the purchase of a Vacuum and Jet Truck purchase in the amount of \$425,000 with \$127,500 from Free Cash, \$212,500 from Water Capital and \$85,000 from Sewer Surplus was made by J. Collamati. Seconded by K. Keppler. Recommended 6/0.

Grove Street Standpipe Mixing and TTHM Control was discussed and the amount needed of \$560,000 for this item. A motion to recommend the amount of \$560,000 to be funded from Water Surplus was made by J. Flannery. Seconded by K. Clark. Recommended 6/0.

Well #7 Replacement in the amount of \$238,000 for the construction portion of the Well Replacement project was presented to the Committee. Mr. DiMartino stated that \$152,000 for this item was already approved for this project last year. A motion to recommend \$238,000 from Water Capital was made by K. Grant. Seconded by K. Keppler. Recommended 6/0.

Mr. DiMartino discussed the Infiltration and Inflow Study Proposal from Kleinfelder for the mandatory NPDES Wastewater Permit Requirement. A motion to recommend \$115,000 from Sewer Surplus was made by J. Collamati. Seconded by K. Keppler. Recommended 6/0.

The purchase of a Plow and Salt Truck in the amount of \$206,000 was presented to the Committee. This would be a replacement of a 2001 vehicle (B-19) and delivery would not be expected until FY2020.

Action postponed until a funding source is identified.

The purchase of a Small Dump Truck with Plow was presented to the Committee in the amount of \$82,000, to be funded from the General Fund. This would be a replacement of a 2001 vehicle (B-14).

Action postponed until a funding source is identified.

Mr. DiMartino requested the purchase of a Pick-up truck with utility body that will replace truck (BW-1) which is a 2008. A motion to recommend the amount of \$41,000 to be funded by \$28,700 out of Water Surplus and \$12,300 from Sewer Surplus was made by J. Collamati. Seconded by K. Keppler. Recommended 6/0.

The DPW Director requests the purchase of two new transit vans for the facilities operators. These vans would be effectively used for each treatment plant (Hartford Ave. and Wrentham Rd.), as they are on opposite sides of the Town and each carry their own sets of tools and supplies. A motion to recommend two new transit vans in the amount of \$23,000 each with each being funded \$20,700 from Water Surplus and \$2,300 from Sewer Surplus was made by K. Clark. Seconded by K. Keppler.

Recommended 6/0.

12. The review of Town Warrant Articles was tabled until the next meeting

13. New Business, Emails, Correspondence, Bills:

The next meeting will be a Public Hearing on Monday, September 24, 2018 at 7:00 pm in the downstairs meeting room.

Invoice from the ATFC for Annual Dues – A motion to recommend payment of the Annual Dues in the amount of \$245 was made by K. Keppler. Seconded by J. Collamati. Recommended 6/0.

Invoice was signed by Finance Committee Members.

Invoices from FinCom Clerk, Tina Griffin, for the months of July and August - A motion to recommend payment of the Clerk Invoice for the month of July in the amount of \$318.32 and the month of August in the amount of \$318.32 was made by K. Grant. Seconded by K. Keppler. Recommended 6/0.

Both invoices were signed by Finance Committee Members.

A motion to adjourn at 9:45 pm was made by K. Grant and seconded by J. Flannery. Recommended 6/0.

Meeting adjourned.

Respectfully Submitted,

Tina M. Griffin
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