

Capital Improvements Committee Meeting Minutes

Montague Town Hall, First Floor Conference Room

One Avenue A, Turners Falls

3:00pm Wednesday, January 10, 2017

Meeting called to order at 3:00 PM. Attendees included Capital Improvement Committee (CIC) members Fred Bowman, Greg Garrison, Josh Lively, Bob Obear and Steven Ellis, as well as GMRSD Liaison Michael Langknecht.

Review and approval of minutes

- Mr. Garrison moved to approve the minutes of November 29, 2017. Mr. Lively seconded. Motion passed 5-0.
- Mr. Garrison moved to approve the minutes of December 13, 2017. Mr. Lively seconded. Motion passed 5-0.

Discussion of Capital Budget Target Figure

Mr. Ellis discussed the Finance Committee's process for determining what the Pay as You Go (PAYGO) capital projects target budget figure for FY19, which the Town Accountant calculates as \$308,548. The number is based on the minimum level of investment advised under the Town's financial policies, equivalent to 6% of Prior Year General Operating Revenues, less long term debt and interest payments for capital projects, and less the price of annual police cruiser replacement, which is funded in a departmental line item (\$34,000).

This \$308,548 figure is presently accounted for in the Town's near-balanced preliminary budget. Town financial policies specify a range of investment between 6% and 8%. At 8% the target number for PAYGO capital projects would be \$660,386. Mr. Garrison clarified that this is a useful planning figure, but not a set of absolute rules and our job is to consider and recommend those articles we feel are important to the Town. It also does not account for projects to be funded through borrowing.

Review and discuss in brief the capital article requests

Mr. Ellis prepared a packet of capital project articles submitted by the January 3, 2018 deadline. The board reviewed and discussed these in brief. Among the news related to these articles was a decision on the part of the DPW and WPCF to forego the continued expenditure on sewer re-lining for 3-5 years. The most concerning sections of the sewer system will have been re-lined through the FY17 appropriation (and those preceding it) and we wish to manage WPCF debt levels. The projects discussed, in brief, included:

Department	Project	Cost
COA	COA Front Stairs/Porch	\$27,816
DPW	Discretionary Budget	\$100,000
DPW	Town Hall Annex Roof	\$100,000
DPW/WPCF	Sewer Re-lining	\$385,000
GMRSD	Upgrade BMA	\$ 72,000
GMRSD	Admin Bldg Elevator Study	\$100,000
GMRSD	Sheffield Intercom	\$30,000
GMRSD	Hillcrest Intercom	\$25,000
WPCF	WPCF Solar Array	\$521,000

Meeting Schedule

Mr. Bowman suggested the group consider its schedule for having department leaders in to describe and answer questions about their proposed articles. They asked that Steve contact Bob McDonald at the Water Pollution Control Facility to discuss the proposed solar array and any other long term projects he may have in store.

Meeting adjournment

Mr. Garrison moved to adjourn at 4:30 pm and Mr. Obear seconded. Motion passed 5-0.