

CAPITAL PLANNING COMMITTEE

Meeting Minutes

December 7, 2022

6:30 PM

Scituate Town Hall - Select Board Hearing Room

I. Committee Attendees, Richard Taft, Michael Gibson, Curt Gunther, Nicole Brandolini

A) Additional Attendees: Nancy Holt (Town Accountant) Jim Boudreau; Jamie Gilmore, Karen Canfield

II. Call to Order

III. Approval of Agenda

A) Vote to Approve Capital Planning Budget

i Budget was reviewed to determine any projects that would be held for discussion. Any item not held for discussion was approved.

a Capital requests held for discussion: (i) 2024-411-01 (MS-4 Municipal Separate Storm Sewer System; (ii) 2024-410-21 (Town Wide Facilities Plan Year 3); and (iii) 2024-422-03 (2023 HD Chevrolet 1 Ton Dump Truck with Plow 2, truck 1-4)

b 2024-411-01 – MS -4 Municipal Separate Storm Sewer System

1 Motion to recommend – 3 Yea , 3 No – 1 Abstain.

2 **“No” Vote Reasoning** - Recognition that the proposed projects is not considered a capital project. But rather are operating expense. On page 24 of the Town Operating budget,” Since FY 10, the Town has not used Free Cash to subsidize recurring operating expenses. The Town bond rating increased as a result of this policy and has sustained that level which reinforces the need to adhere to not using one time revenue for operating budget.” The activities identified in the project occur every year and are not long-lived capital items for which the capital budget is intended. These items should be included as part of regular operating expense.

b 2024-410-01 – Town Wide Facilities Plan YR 3-

1 **Findings:**

- ◆ The were numerous items listed in the proposal that were small expense items which should be part of the operating budget.
- ◆ Town Administration purposely put many small items in the project in order to get approval as a group.
- ◆ The reason for organizing the smaller items is to allow facilities department to work through those items without being time constrained.
- ◆ A discussion as part of understanding the various priorities, there was not a discussion between departments to understand their responsibilities in priorities various items that could be maintenance or repair items.

2 Motion to Approve – 5 Yea, 2 No

- ◆ **“No” Votes Reasoning** - Recognition that the proposed projects is not considered a capital project. But rather are operating expense. On page 24 of the Town Operating budget,” Since FY 10, the Town has not used Free Cash to subsidize recurring operating expenses...” In addition, there was not an attempt to have small expense items reviewed and inserted into the appropriate department operating budgets.

c 2024-422-03 – 2023 HD Chevrolet 1 Ton Dump Truck with Plow2

1 **Findings:**

- ◆ Highway Department Request for a replacement of 2014 Ram Dump Truck – Some rust and maintenance has deteriorated the truck. Truck has over 100,000 miles on the vehicle.
- ◆ Truck was recently in the shop for some major repair.

2 Motion to Approve – 3 Yea– 4 Nay

- ◆ **“No” Vote Reasoning** - There is some expectation that trucks could come down in price as economic conditions are expected to soften in 2023.
- ◆ There are a lot of trucks being proposed for replacement in the cycle.

d 2024-300-05 – Technology

1 Motion to Approve 6 Yea, 1 Nay

- ◆ **“No” Vote Reasoning** – Computers have replaced books as the fundamental and main reference tool for student learning. The need for new computers is a recurring expense that will for the foreseeable future always be part of necessary yearly school expenses. As an indispensable and necessary tool to perform the operating tasks, these are operating budget expenses and not capital budget expenses.
- ◆ On page 24 of the Town Operating budget,” Since FY 10, the Town has not used Free Cash to subsidize recurring operating expenses...”

IV. New Business - None

V. Old Business/Other Business

- ii Review of prior departmental submissions
- B) Review of upcoming meeting agenda

VI. Approval of minutes

- A) Motion to approve meeting minutes from Nov 30 – 6 Yea / 0 Nay.

VII. Adjournment