

CAPITAL PLANNING COMMITTEE
Meeting Minutes Nov 29, 2023, 6:30 PM
Scituate Town Hall - Select Board Hearing Room

I. Committee Attendees, Richard Taft, Michael Gibson, Tom O'Grady, Chris Carchia, Carey Borkoski, Jamie Gilmore

A) Invitees Nancy Holt (Town Accountant)

II. Call to Order

III. Approval of Agenda – 5-0

IV. New Business

A) Review FY 25 – William Burkhead Superintendent of Schools, Tom Raab, Director of School Finance and Business, Chris Cataldo

i Introductions and good stewards of the town's funds

ii Boys Locker Room, Phase 3 - \$ 1.05M – Value has been escalated from the 2019 value of \$869K. Using the same architectural firm that has proven to be reliable. Project is projected to be done on schedule.

a Funded by all borrowing, there is no free cash contribution.

B) HVAC Controllers – has been delayed and not part of current request.

C) Wampatuck ADA Compliance - \$650K, formal design and budget construction documentation to be completed. These are needed improvements to accommodate handicap students. Part of the plan to use the existing facility for the long term. This is intended to bring the entire school up to ADA compliance. ADA Compliance is seen as the minimum occupancy requirement. There are some additional measures above ADA minimum compliance. This investment has increased in priority due to new students planning to attend the school who are ADA compliance.

i Having more than one bathroom complaint for ADA is in excess of the min requirement.

ii Automatic door openers

iii Ramp accessing the cafeteria.

iv AE consultant may identify additional items which could be in excess of ADA requirement. There is nothing being considered that may have a large, expected increase in the future actual contracted expense.

D) HS Science Lab - \$75K – Many of the existing faucets do not work in the Science Lab. Improve the usable life of the laboratory. Items such as missing parts, handles and fixtures.

i In general, these items should have been fixed under the maintenance budget which would have been an operating budget issue.

ii Comments that the current maintenance budget does not appear to be enough to cover ongoing maintenance expense.

iii By next year the School Committee and School will have a better estimate of whether the current maintenance budget is sufficient for the existing infrastructure.

E) Technology and Switch Replacement - \$ 400K. As Tom Raab did an investigation into technology capital investment, the previously approved budget of \$212K was not sufficient. Existing switches are older than the industry recommended life cycle. Federal Government has established a program that could rebate up to 40% of switch expense. The rebate from the Federal Government will be used for future technological improvements. The funds have been earmarked for Scituate.

i Technology maintenance funds would be accounted for in an operating budget line item.

ii The article will specify that future rebate money must go to Technology investments.

F) School enrollment has plateaued and has not continued to decline. The administration will return some information on activities that they participate in which could increase out-of-town student enrollment.

V. Old Business/Other Business

A) Review of prior departmental submissions

B) Review of upcoming meeting agenda

VI. Approval of minutes

A) Motion to approve, 4-0.

VII. Adjournment, 4-0