



# MINUTES

## TOWN OF WALPOLE

Board/ Committee: CAPTIAL BUDGET COMMITTEE

Meeting Date: TUESDAY, AUGUST 21, 2018 Time: 6:30pm

Meeting Location: Executive Conference Room Walpole Town Hall

Members & Staff Present: Patrick Shield (Assistant TA) (PS), Ed Forsberg (EF), Josette Burke (JB), Al Tedesco (AT), Noreen Gordon (NG), Cheryl Caron (CC), Michelle Kelley (MK), Anne Healy (AH)

The meeting was called to order at 6:30pm and adjourned at 7:30PM

Minutes from the March 14, 2018 Meeting were reviewed. On a motion by Mr. Forsberg, second by Ms. Burke, the committee voted 5-0-2 to approve the Capital Budget Committee minutes from the meeting on March 14, 2018.

Minutes from the March 15, 2018 meeting were reviewed. JB corrected the spelling of her name and EF proposed acceptance. On a motion by Mr. Forsberg, second by Ms. Burke, the committee voted 5-0-2 to approve the Capital Budget Committee minutes as amended from the meeting on March 14, 2018.

### *Meeting Motions / Actions and Summary of Discussions:*

#### **Capital Budget Overview and Update from Administration**

- PS welcomed new members CC and MK and thanked all members including those who are no longer currently serving and gave an overview of the Fall 2018 Capital budget with line items mentioned below.
- Rte. 1 A Field Improvements along Norfolk border are currently 50% into the design phase by Weston & Sampson. The request for Fall Town Meeting is to set aside \$1.5 million for construction and the plan is to have the bids in hand for Spring Town Meeting to know precisely the full cost of the project.
- School department has requested \$1.5 million for a feasibility study to figure out our school building needs, specifically the middle schools.
- Spoke of Park's Department's needs of High Risk Tree Removal, Turf replacement, Playground equipment and Allen Dam Vegetation Management.
- Capital Equipment Purchase of Appraisal software for Board of Appraiser's office is on the agenda for the evening.
- PS noted the under the Police Department that there was a line error where it previously said Rifles but now reads correctly Tactical Sights for Rifles.

- The school department has been stricken from the agenda since many members are on vacation this week and the line items are all grayed out because the final numbers are not in.
- Article XX deals with Street and Drainage Improvements – a seven (7) year plan

### **General Government Requests**

- Dennis Flis (DF) the Director of Assessing requested \$25,000 for needed new appraisal software, as they have been using the Cama System 6.5 version since 2004, actually installed 2005.
- When asked why now, DF answered that he was approached with the 7 version but didn't think it was updated enough to justify the costs and that a newer version 8, which is the one which is being requested, would most likely be the better buy. Having a sketch feature and the ability to attach all documents needed on each properties appraisal making the job a whole lot easier. DF also spoke about that timing of the funds requested now, if obtained, would be timely for a summer season installation which is between tax seasons and a great time for such an upgrade to take place.
- AT asked if the \$25,000 was a high number for this product/installation and what did it include.
- DF said the the software, installation, and professional services from Vision Government Solutions, was about \$20,000 and there is an additional \$5,000 charge to "translate" previous documents into the more current format. He also said that he had line item monies left over to cover for incidentals.
- JB asked if Vision Government Services was a reputable company, and there was no issue of it possibly for example going out of business. DF answered that any company could go out of business but that is was quite reputable and that it currently has about 400 clients.
- There was also talk about how much the maintenance fee would cost per year, and DF said that the online part was about \$2700 and in total \$5200 to \$5500 but that is part of his budget not part of this request.

### **Building Maintenance Requests**

- Don Anderson (DA) requested monies for building maintenance.
- DA requested \$300,000 for two schools still don't have generators. Old Post Road School's generator which is constantly losing power has been funded and should have there's soon, but Bird School and Elm Street School still have none.
- DA requested \$50,000 for the Asbestos Abatement Program which would allow them to start eliminating Asbestos that we know we have, which with the removal of the Asbestos would eliminate their need to do yearly monitoring it and would let them "get it off the books".
- DA requested \$450,000 for the High School Front Asphalt Roof as last winter they had to do a lot of patching of the end of their lifetime Asphalt Shingles.
- DA requested \$350,000 to replace windows at the High School. DA said that because of a lot of broken windows, they were replaced with Lexion windows but they can't see through them and they are not weather tight.
- DA requested \$25,000 for floor replacement system wide. DA noted that the replaced floors from Asbestos removal, although newer, don't last as you can feel them cracking under your feet when walking on them due to bad glue and chemicals used to clean the floors. DA did note also that he new floors wouldn't need all those chemicals to clean and wax, just to be sealed.

- DA requested \$250,000 for Former COA ? site – facility improvements. DA said that when the new senior center opens, that area will need work to make one side a meeting room and other office movements.
- DA requested \$20,000 for painting and siding system wide.
- DA noted that it is very difficult to get contractors to work with schools because by the time funds are (if) acquired, they are already booked.

JB motioned to adjourn Meeting at 7:30 EF seconded: accepted 7-0-0.

**List of Documents and Other Exhibits used at Meeting:**

- **Capital Budget FTM18**
- **Agenda**
- **Fall 2018 Capital Budget**

Minutes respectfully submitted by: **Michelle Kelley**