DEPT./BOARD: Capital Budget Committee

DATE: February 26, 2019

TIME: 7:00 P.M.

PLACE: Town Hall Annex Basement Rm B

AGENDA

1. Review of Recreation Department current Capital budget requests, completion status of previous project and 10 Year Capital plan changes. 7:00PM

2. Review of Police Department Capital budget request, status of previous projects and 10 year plan changes. 7:40 PM

3. MIS department capital requests review and current program status. Anticipated requirements projected for Ten year plan. 8:20 PM
1. Ernest Zabolotny called the February 26, 2019 Capital Budget Meeting to order at 7:00 p.m. in the Town Hall Annex basement, 25 Center Street.

Members Present: Ernest Zabolotny, Myrna Saltman, Pat Moreno, Gary Mercier, Gary Kaske, Also attending, TM members Roger Riggs and Matt Frost.

2. Review of Recreation Department capital budget requests for FY 2020
   - Presented by: Recreation Director Brendan Egan, Recreation Commission Vice Chairman Kevin Sullivan and Commissioner David Norden

   a. Simonds Park - Tennis and skate park lighting $220,000
      - The current lighting system was damaged during last years’ repaving project and repaired. It was determined during the repair that the system was not safely operable and was at its service life limit. Recommendation was to replace the system

      The Capital Budget Committee discussed: Reduced service life of current system, expected service life of recommended replacement and facility use to establish value/need to the community. Staff discussed conversion of one tennis court to Pickle ball courts because of the popularity of the game and also presented plans for the addition of a Bocce court which would be accomplished with operational funds later this year.

      Plans for tennis court resurfacing at Rahanis Park were delayed in favor of patching cracks for this year and plans for State grant applications for playground safety equipment were discussed. Pat Moreno mentioned high level use of the new dog park and user plaudits. B. Egan reported continued success in obtaining substantial Rec. Dept. program support from granting agencies and others.

3. Review of Police Department capital budget requests for 2020
   - Distributed documents under discussion:

   Presented by: Chief Michael R. Kent and Deputy Chief T. Brow

   Status of the Gun Range and Taser projects were reviewed and Chief Kent suggested the TM members might be interested in an onsite review. Appropriate
arrangements will be made. There will be three vehicle replacements, as usual, and condition of those to be replaced was discussed.

Deputy Chief discussed the current year capital request of $32,279 for door security and cell camera upgrades in detail with door by door descriptions of user problems and safety needs. Committee members considered the equipment investments in light of the need for a new Police Station and the lack of planning/action for such a facility in the 10 year plan. Funds to study a new facility identified in the plan for FY 2020 have not been requested. Concerns were expressed that continued delay would only add to the eventual costs of a new facility.

4. IT Department Capital requests of $368,000

Presenters: Joe Bongiorno and Jose Desousa of the IT department, and Brian Curtin, Treasurer

The bulk of the capital request, $300,000, was to complete the six year contract for communication equipment and support services for $1.8MM @ $300,000/year. Performance experience over the last five years of the contract was discussed and assessed to be a substantial improvement over the previous system performance. There was a general discussion of future system performance requirements, primarily to provide security to Burlington town financial operations, as it becomes fully internet interactive with its information and monetary management needs. The cost of equipment and software upgrades that are likely to be needed are under continuous review for future needs but have yet to be defined well enough to be included in the long term plan.

$68,000 is being requested for the purchase of Tyler Content Manager software and services to improve treasury dept. operations and system security needs. Mr. Curtin stated that he has already been able to eliminate a part time position in anticipation of efficiency improvements achievable for his staff with the use of this information management system.

5. Next Meeting

The next meeting is March 5, 2019, and the committee will discuss the requests from these departments:

- Fire Department
- Clerks’ Office

6. Other Business

None

7. Adjourn

The Capital Budget Meeting adjourned at 9:30 p.m.