

**Town of Burlington**  **Capital Budget Committee****Minutes of the Capital Budget Committee  
Meeting of March 18, 2021**

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Ernest Zabolotny called the March 18, 2021 Capital Budget Meeting to order at 7:15 p.m.  
Virtual meeting by Cisco Webex

**Members Present:** Ernest Zabolotny, Myrna Saltman, Gary Mercier, Gary Kasky, and Salvana Shakaib

**Others:** Fire Department Chief Mike Patterson and Andrew Connerty

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1. Review of the Fire Department capital requests for FY2022

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Chief Patterson outlined two requests being made for the current Warrant. The first was for \$33,000 to replace a 2009 Ford Escape command vehicle, the last of two which needed replacement and one of which was replaced last year. The other request was for assistance in consolidating and upgrading Department Guidelines at a cost of \$36,000. The vehicle was inspected by the Town mechanic and was found to have suffered extensive corrosion and other operating issues. Considering its age, repair and maintenance costs are too high to keep the vehicle in safe and reliable use. The primary reason for preparing a guideline Manual is to have all department guidelines in a single accessible location so that they are readily available to all personal and up to date. Of particular concern were guidelines affecting interaction with citizens that detail responsibilities and limitations that in effect provide legal protection for the Town and its employees. Back up materials will be forwarded to us for our information.

Chief Patterson also described current planning efforts for a Town wide communications system upgrade that would allow for improved incident response and timely communications especially between the Police and Fire Departments. It expected to be in excess of \$2 million and could be proposed for FY2023. In addition we were advised that the Ladder truck was nearing its 15 year use period and is scheduled for replacement.

Operations of the Fire Department were not affected to a significant degree as a consequence of the Covid pandemic. The new firehouse facility allowed for greater separation of personnel and more flexibility in scheduling shifts, so staff were able to meet service requirements without significant problems and under relatively safer conditions. However, more than a dozen people in the department contracted Covid and several others were required to undergo periods of quarantine which did have some affect on shift scheduling. The ambulance purchased under last year's Warrant was put into service late last summer with no problems noted with the vehicle or its' equipment.

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2. The Chair was informed that there was a potential for an article from the Clerk for new election equipment that was postponed from last year. At the request of the majority present, a meeting will be arranged with the Clerk to review the need. The Police Department will not have any capital requests for this year other than the replacement cruisers that are accounted for in the Department operating budget. An opinion was offered that the new cruisers are an operational safety matter and as such do not represent an opportunity for budget reduction action, if needed, and so a review meeting with the Police Dept. was unnecessary.

The meeting was adjourned at 8:00 PM

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