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TOWN OF BURLINGTON

Meeting Minutes

DEPT./BOARD: Ways and Means Town Hall 1 Subcommittee
DATE: November 20, 2023
TIME: 8:30 AM
PLACE: Town Hall Annex Conference Room

MEMBERS, INVITED OFFICIALS, and GUESTS:

Present:

John Danizio – Assistant Town Administrator
Doug Davison – W&M Vice Chair
Gary Gianino – Town Treasurer
John Iler – W&M Chair
Frank Monaco – Town Hall 1
Ed Parsons – W&M
Roger Riggs W&M
Paul Sagarino – Town Administrator

Absent: David Tait – Chair TH1

Meeting Purpose:

Discuss Fox Hill Debt Schedule and Associated Taxes; Follow-up of September Action Items

Discussion

1. Fox Hill Finances
2. Creation of a Project and Debt Dashboard
2. Update Capital Budget Plans
3. Debt Exclusion Planning
4. Free Cash

David Tait could not be present so the Chair of W&M, John Iler, was asked to serve as TH1 member in order to have a TH1 subcommittee quorum.

1. Fox Hill

The attached memo documents tax implications of the proposed Fox Hill options. The content was agreed to be accurate and a motion was approved to send it to the Fox Hill School Building Committee.

Vote: 2-0-0 TH1

Vote: 3-0-0 for other W&Ms members present





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Dashboard

John Danizio wants to rework the draft to simplify access to the content and the process to use it. The committee agreed to his approach as long as all the additional content discussed previously is retained. John will complete the update and the plan is to review at the next TH1 meeting tentatively scheduled for Dec 19.

2. Capital Budget Plan

John is working with the town side department heads to update the 10 year plans. The Chair of Capital Budget is involved in this process. The schools input needs to be updated with Fox Hill data and as much as possible layer in what we anticipate for other buildings. Mark Woods, Capital Budget Chair, and Bob Cunha, School Department Director of Operations, should meet on schools to do a best efforts update.

3. Debt Exclusion

Currently both the Police Station and the Fox Hill School are on a concurrent financing timeline. The Administration plans to go ahead with preparations for a Debt Exclusion ballot.

4. Free Cash

We have about \$30 million certified. The possibility of using free cash to offset some of the upcoming bonding was discussed. If we assume \$5million is already earmarked for water projects, \$5million will be set aside for FY25 capital projects, and we would want to rollover about \$10million, then there is a possibility to apply some of the remaining free cash to upcoming debt. The administration will consider this for future discussion. Also John Iler proposed creation of a new capital projects stabilization fund to be funded with free cash. Frank Monaco also asked if we should consider creating a water enterprise fund to finance water production rather than using the general fund. This is all thought for future discussion.

Adjourned 9:30AM



Fox Hill Elementary School Building

Summary of Debt Service and Average Residential Annual Tax Increase

Ways and Means Nov 20, 2023

Ways and Means applied the current debt and tax calculators to the cost data provided by the OPM for the four remaining options (**Burlington Elementary School Building Committee - Meeting No. 19 - Meeting Materials**).

We assumed a 25 year bond with a 5% rate and level payments. The actual timing and rates will vary but these estimates provide a realistic expectation. Please note the range in taxes for the different options but in round numbers the project will be about a \$200 tax increase based on the debt service assumptions used.

	3C South CMR	3C South DBB	3D North CMR	3D North DBB
BUR COST Millions	\$66.6	\$60.6	\$64.5	\$58.7
Debt Svc Millions/yr	\$4.7	\$4.3	\$4.6	\$4.2
Res Avg tax/year	\$217.00	\$198.00	\$212.00	\$194.00

Contracting Method	Option 3C Southeastern Site Location New 2-story 91,000 SF		Option 3D Northern Site Location New 2-story 91,000 SF	
	CMR (149a)	Design-Bid-Build (149)	CMR (149a)	Design-Bid-Build (149)
Total Project Costs	\$105,207,674	\$99,168,073	\$103,160,368	\$97,243,120
Estimated MSBA Grant	\$33,126,832	\$33,083,644	\$33,126,832	\$33,026,392
Estimated Local Share	\$72,080,842	\$66,084,429	\$70,033,536	\$64,216,728
GSHP IRA + Incentives	-\$5,488,070	-\$5,488,070	-\$5,488,070	-\$5,488,070
Adjusted Local Share after Rebates	\$66,592,772	\$60,596,359	\$64,545,466	\$58,728,658

Total project costs include:

- OPM/Designer fees
- Town agency reviews
- Hazardous materials abatement
- Utility fees
- Administrative costs
- Furniture & Equipment
- Technology
- Moving
- Contingencies
- Construction testing / oversight for structural, soils, geotechnical, demolition, etc.