

Capital Outlay Committee Meeting Minutes

Date: January 4, 2021

Location: Zoom / Virtual

This meeting is being held remotely as an alternate means of public access pursuant to an Order issued by the Governor of Massachusetts dated March 12, 2020, Suspending Certain Provisions of the Open Meeting Law. You are hereby advised that this meeting and all communications during this meeting may be recorded by the Town of Hingham in accordance with the Open Meeting Law. If any participant wishes to record this meeting, please notify the chair at the start of the meeting in accordance with M.G.L. c. 30A, § 20(f) so that the chair may inform all other participants

Attendance:

Committee Members Present: Eric Valentine (Chair), Kevin Flaherty (Secretary) Matt Goulet, Town Treasurer Jean Montgomery Davalene Cooper (representing Advisory Committee). Absent: Libby Claypoole (representing Advisory Committee)

Others Present: Andrea Young, Hingham Historical Commission, Susan Sarni, Health Department Steve Murphy, Hingham Fire Department, Deputy Lew Lachance, Captain Dave Levins and mechanic Mike Krause

Chair Eric Valentine called the meeting to order at 7:32 pm.

Notes

- Historical Commission/Board of Selectmen
 - Andrea Young presented proposals to paint and perform the necessary preservation work on the exterior of the Tree and Park Barn. This is an historic building, built in 1857 that is owned by the Town. The project is the ultimate responsibility of the Selectmen.
 - The last exterior painting of the building was done in 2013 and was not done properly, beginning to peel almost immediately. The building was sprayed instead of brush painted. In addition, the colors chosen did not meet the specifications of the Historic Commission.
 - The 2013 paint job was paid for with CPC funds however the CPC has refused to consider covering any of the cost for this project, believing that it is the Town's responsibility. The initial request was made in 2019 and declined stating that it would not be willing to reconsider the request in the

future. Given this, Andrea does not believe that reapplying makes sense. In addition, CPC is at the end of its funding cycle and a new request would have to wait until next fall.

- While the building is structurally solid, this paint/repair is essential to keep it from additional deterioration. Facia boards are falling off and will need to be replaced or recreated. The “water table” boards around the base of the building are soft and in need of replacement with an Azek-like composite material.
- Richard Orr is the sole tenant, occupying the 1600 square feet first floor, a portion of the second floor and the adjacent garage. He has been the sole tenant since 2015. He operates a furniture making and restoration business there. He has also done some repair work on the building such as restoring the front doors. He also used CPC funds to restore all of the existing windows.
- Mr. Orr pays monthly rent of \$1,200, monthly property taxes of \$500 as well as utilities and an insurance policy with a \$1MM limit. The CPC suggested that the rent should be directed to a building reserve that would help to offset maintenance costs. The rent and tax monies are now deposited into the Town’s general fund. There currently is no mechanism for rent to go into a building reserve.
- Two quotes for the painting/repair were sent to Jeff Pizzi, Building Maintenance Supervisor at Town Hall. The first was for \$45,000 from Fox Painting. The second was for \$65,000 from Arch Painting. This bid includes a prime coat and two final coats as well any lead paint removal.
- Considering the \$20,000 difference between the two bids, Jeff Pizzi will be asked to make sure that the scope of work on both are the same, make sure that the paint will be applied by brush and whether lead paint is an issue that needs to be addressed.
- The formal request is \$45,000 for FY 2022 for the Fox quote and \$10,000 for annual maintenance in FY 23, 24 and 25. The \$45,000 is subject to clarification on the scope of work and may need to be revised upward.

Health Department

- Initially requesting \$30,400 (revised upward - see below) to purchase a new Chevrolet Colorado pickup truck, This will replace a 2007 Ford Ranger pickup with 46,000 miles and which has had significant repairs, under \$5,000. For four years it has not been driven in the winter, needing sand bags for traction and was not driven at all in 2020.
- Employees opt to use their own personal vehicles and are expensing mileage. These expenses are adding up to around \$2,000 annually,

eating significantly into the Health Department's annual \$16,000 expense budget.

- The vehicle is used for food inspections, septic inspections and beach water sampling.
- Three quotes were obtained. Now looking for a revised request of \$34,026 for a 4WD Colorado Crew Cab provided by Manny DaSilva at DPW. There was no trade-in value obtained for the Ford Ranger and one will be obtained and provided to COC.
- Jean Montgomery indicated that Town insurance will not cover damage or liability on personal vehicles used on Town business and that employees will need to purchase extra coverage from their own insurance to cover that risk. It was also noted that Health Department employees' job descriptions do not require them to own a car.

- Hingham Fire Department

- In compliance with Town budget directives, the Fire Department has not moved forward on a number of approved purchases this year such as turnout gear. It did purchase a command vehicle for \$46,500 that was seen as a necessity.
- \$36,000 is requested for hydrant and hose replacements. Hydrant ownership is still in limbo.
- Funding for a replacement ambulance, Medic 2007, with a net cost after trade-in of \$402,120 is requested. This request was deferred last year and is needed to replace a 2007 model with 140,000 miles. There is a 5% price increase in the ambulance due to inflation and the need to purchase portable WiFi equipment for cardiac monitoring, etc.
- Ambulance purchase is part of an 8 year replacement cycle wherein there are four newer primary ambulances and four older reserve ambulances.
- Ambulance revenues are down this year as call volumes generally have declined. There was discussion as to whether there is an option to get funding for these large purchases from other sources such as direct borrowing. In 2015 Fire purchased two ambulances at once with borrowed money.
- \$76,000 is requested for the purchase of a shift command vehicle, C-2013A. It replaces a 2013 model with approximately 70,000 miles. This vehicle coincides with a focus on cancer prevention and the need to keep carcinogen contaminated turnout gear out of the truck cab. A pick-up is better suited for this. Weymouth and Brockton have already obtained pick-ups and Situate has requested one as well. This is the direction fire

services are going with utility bodies that store equipment such as air packs, turnout gear, water and ice rescue sleds. The vehicle would go to all calls including those of long duration.

- \$47,642 is requested for the purchase of a Ford Explorer Chief's vehicle, C-2013B which was deferred last year. The re-submitted price has increased 4-5% over last year.
- \$102,552 is requested to buy 4 cardiac monitors with an expected life of ten years. The cost is about \$35,000 each less trade-in on the 3 existing monitors. The fourth primary ambulance does not have a monitor and needs to have one. A FEMA assistance grant was applied for and, if approved, will reduce the cost by 75% with a 25% copay. It will be submitted by EOM but will not hear results until July. There may be added funds available under the CARES act. Two cardiac monitors are needed immediately.
- \$48,000 is requested for turnout gear in line with ongoing replacement of all gear every five years.
- \$5,200 is requested for a replacement SCBA air compressor controller. The current one is failing but still operational. It is possible that this could be funded via reserve fund transfer from FY2021 money.
- \$175,000 is requested for Station 1 roof repairs. It has a 1940's slate roof that is original. The main building was not properly tied into the addition done about ten years ago and the roof is leaking causing water damage and tiles to fall off. The contractor used on the addition did not do a proper job and should not be used again. The \$175,000 is a rough estimate.
- \$66,000 is requested also for Station 1 for gutters/trim/portico work. Trim needs replacing with Azek material to prevent rotting. The \$66,000 is a rough estimate.
- The roof and portico/gutter costs are substantial. A funding request for FY2023 of \$23,000 to repair water damage at Station 1 should be combined with the other two requests and should require the appropriation of design funds on a project of this scope. Discussion about whether Capital Outlay can approve design funds (may have done so on Plymouth River security vestibule- \$100,000). Will look further into this question.
- \$15,000 is requested for station furniture, tables and chairs at each station.
- \$15,000 is requested for smoke detectors at all stations, particularly station 1. Smoke detectors have a 10 year life and the outlying stations' have not been replaced in 15 years.
- \$30,000 is requested for an SCBA washer for washing all gear including helmets, air packs, jackets and pants that are now kept in truck cabins and

are often contaminated with carcinogens. It is a new technology (only Needham has one)

- Priority funding needs: , primary ambulance, smoke detectors, reducing cardiac monitors to 2 instead of 4, moving the \$6,000 ambulance extended warranty plan (included in ambulance cost) to the FEMA grant request. Lower priorities include the SCBA washer (push out one year), furniture and the SCBA controller which could be funded by transfer of funds.

Meeting Minutes

The minutes from the 12/21 meeting were unanimously approved.

Matters not anticipated within 48 hours:

None

Adjourn: 9:34 pm

List of Documents Distributed at this Meeting:

1. Fire Department capital budget and supporting documents
2. Health Department capital budget
3. Tree and Park Barn capital budget and supporting documents