

Capital Outlay Committee Meeting Minutes

Date: January 14, 2019

Location: East Hearing Room, Hingham Town Hall

Attendance:

Committee Members Present: Eric Valentine, Matt Goulet, Mike Donovan, Libby Claypoole (representing Advisory Committee) and Town Treasurer Jean Montgomery

Absent: Ed Gaydos (representing Advisory Committee)

Other: Steve Becker (Director of IT Services), Michelle Monsegur (Assistant Town Administrator), Jeff Pizzi (Building Maintenance Supervisor) and Linda Harper (Hingham Public Library Director)

Chair Eric Valentine called the meeting to order at 7:31 pm.

IT

- FY2019 Update: Capital items from previous year are in process.
- FY2020 Budget Capital Requests
 - o Increased from \$94k to \$104k due to camera installations. Also spending money to move from Windows 7 to Windows 10.
 - o Likely moving Fiber Network Redundancy from 2021 Capital Plan to Warrant article for 2020.
 - o Existing Data Center has run out of space and needs upgrades to fire suppression system.
 - Have moved some apps to cloud but not foreseeing significant administrative cost savings for moving more apps short-term.

Town Hall

- FY2019 Update: \$60k for Town Hall Partial Roof Replacement (School Dept) is not enough so additional funds being requested in FY2020.
- FY2020 Budget Capital Requests
 - o Requesting additional \$86k in 2020 to fix *both* School Dept section and OIC section. Roof is top priority.
 - o Heat Pump request (2 for \$12k) will probably continue annually going forward (lifespan of heating pump request is 25 years and 70 were installed in 1997 with 13 of the 70 being replaced).
 - o Carpeting is lowest priority.
 - o Rec Dept did their own flooring.

o Library

- FY2019 Update:
 - o \$94k encumbered for lobby tiling. Library received approval of \$9.1M for a state funded grant through the Massachusetts Public Library Construction Program but need \$17.1M funding from town (don't want to install new tiles just to rip up). They will submit a warrant article at this year's Town Meeting for the \$17.1M addition and renovation project.
 - o \$55k will cover 15 (not 12) cameras.
- FY2020 Budget Capital Requests
 - o Several items on capital plan would be removed pending town funding for larger addition and renovation.

- Items that would not be included include Roof Trusses, exterior cameras, exterior shed, HVAC component.
- All septic items can likely be removed – existing system recently checked by E.L. Margetts.
- Committee discussed the FY2020 capital item for 50-space parking lot expansion. This is included in the larger warrant article project. Discussed whether the \$345k should be deferred to FY2021 pending an outcome of the warrant article vote at Town Meeting.

- Other Matters: None

Matters not anticipated within 48 hours:

None

Adjourn: 9:51 pm

List of Documents Distributed at this Meeting:

1. FY20 Capital Request for IT
2. FY20 Capital Request for Town Hall
3. FY20 Capital Request for Library