

**Town of Burlington  Capital Budget Committee****Minutes of the Capital Budget Committee
Meeting of March 9, 2021**

Chairman Zabolotny called the March 9, 2021 Capital Budget Meeting with DPW to order at 7:00 p.m. Webex meeting.

Members Present: Ernest Zabolotny, Adam Senesi, Gary Mercier, Myrna Saltman, Salvana Shakaib and Mark Woods. **Absent:** Gary Kasky
DPW attendees: John Sanchez and Tom Hayes

Selectmen approved disclaimer for virtual meetings was assumed as of previous note and there was one roll call vote.

Review of DPW capital budget requests for 2022 and Ten Year Plan

The meeting began with a short discussion of how best to access the Webex meeting which was not successfully accomplished by member Kasky. It was suggested that the easiest access could be through the Town web site Calendar which offers a one click option or telephone number which may avoid some computer operating system impediments.

Mr. Sanchez was asked to provide a brief review of current major project status and an assessment of department operations impacts resulting from budgetary concerns and Covid related restrictions. No schedule or cost impacts were identified, to this point, with respect to the Garage and water/sewer system projects that exceeded project contingencies although there is some concern regarding hazardous waste at the site for the second phase of the garage project. More site testing will be required before construction cost and schedule impacts can be identified.

With respect to operations impacts due to Covid, Mr. Sanchez was pleased to report that DPW staff were able to constructively use enforced office time by successfully applying for Grants and other third party support to accomplish over \$1MM worth of energy efficiency facility upgrades, such as LED Office lighting, using the budget allocation of \$100,000 for that purpose. It was also noted that the proposed budget for 2022 at \$4.1 MM is some \$2.2MM less than was anticipated a year ago.

After a short discussion of the plans for Water and Sewer projects, the Chair asked for agreement from the CBC members that all Water and Sewer projects and equipment requests should be considered critical infrastructure operations and should have "must pass" status regardless of other financial concerns. By roll call vote, members voted 6-0 to so support.

A discussion related to whether a similar action should be taken regarding Transportation Div. proposed projects ensued with the conclusion that those proposed projects should be evaluated on a case by case basis. Mr. Sanchez pointed out ,for example, that the Library roof has been in need of replacement for a couple of years and could be added to the requests. To take advantage of an opportunity to use energy efficiency upgrade funding support for equipment located on the roof it would be prudent to replace the roof at the same time. Information is not available at this time to support a decision.

The potential for further cost reduction, should that become a necessity, was also discussed. Mr. Sanchez offered the opinion that among the three vehicles on the proposed replacement list ,there are two candidates that could be delayed for a year but since getting replacements in service may take more than a year it would amount to a hope that the current vehicles would remain functional for two more years.

Plans for sidewalk construction were also discussed with the view that postponements of a year could be useful should budget requirements dictate the need for reductions. The only sidewalk plans for this year include two missing link projects ,one along the Woburn line where about 800 ft. in Burlington are required to link the sidewalk/road system between two sections already completed on Woburn property, and the other on Terrace Hall near the new fire hall. Grant monies and budgeted funds exist to complete these projects.

Members briefly discussed the merits of preparing a letter(s) to be addressed to TM members and the Administration so as to advise them, in a timely manner, of our opinions and conclusions as a result of our discussions with each of the Departments. Such communications could be of use in more active involvement and broader participation in budgetary decisions (prioritization of expenditures) by TM members. The objective would be to effect budgetary decisions in this challenging period that would be reflective of a broad base of citizen/tax payer views.

Adjourn

The Capital Budget Meeting adjourned at 8:30 p.m.