

Bedford – Capital Expenditures Committee Minutes

Date: Wednesday, March 18, 2015

Town Hall 2nd Floor Conference Room

Capital Expenditure Committee (CEC) Attendees: Jon O'Connor (OC), Jim O'Neil (JO), Barbara Perry (BP), William Moonan (WM), Tony Battaglia (TB), Karen Dunn (KD) and Daniel Brosgol (DB)

Absences: Jean-Marc Slak (JM) and Brian Bartkus (BB)

Other Attendees: Jessica Porter (JP) - Assistant Town Manager

Meeting called to order by OC at 7:31 P.M.

OC welcomed the CEC's newest member, DB, who is representing the School Committee on CEC.

Discussion over the 2/18/15 CEC minutes was introduced by OC. BP placed into motion for the approval of the 2/18/15 CEC minutes and WM seconded the motion. Vote was 6 For and 1 Abstained.

JO inquired about the balance of the items which would be moved until the Fall vote and not voted upon in the Town Meeting. See attached for the final listing of the items to be presented at the Town Meeting. BP recommended that CEC consider the items in the Fall. WM felt that if there was sufficient revenue then maybe CEC could consider the items. JO inquired as to who was at the meeting that revised the plan. WM stated it was the Town's Department Heads.

WM began a discussion over how the 6 Year CapEX Plan should consider how to maintain and replace the collection of property that is owned by Bedford. JO stated that OC should represent the CEC at Town Meeting by discussing how CEC reviews in detail the various capital items and the relationship to ensure that various funding mechanisms are explored to fund the items. OC felt that providing the same presentation that was provided to FINCOM & the Selectman would be given at the Town Meeting.

PB placed into motion the vote over approving Article 13, Proposed FY2016 Capital Projects Plan . WM seconded the motion. The vote was 7 For and 0 No.

OC placed into discussion the process that the CEC should take in reviewing the Capital for the next Fiscal Year and the remaining 5 years. BP described how the rating of 0 to 3 seemed to work well this past year. WM thought that maybe ranking the bottom of the group of capital items, such as the lowest fifth of the items. Possibly readdress those items in another ranking as well as having the town staff answer additional questions about those items.

OC & JP felt that the CEC liaisons should take a deeper focus on the departments they are accountable for to make the review process more effective. JO described how the departments should complete the Capital Request Forms in more precise detail allowing CEC to have a better insight as to what is being requested. ANB thought that the department heads should ensure there is proper support for payback periods, ROI and associated costs with the line items. BP discussed how the vetting of future years to see how the department is spending over the 6 years should make it easier for future years.

OC thought the idea of the liaisons do more of the "heavy lifting" and that the departments providing greater detail of the future years would be very beneficial in the review of the Capital Plan.

WM placed into motion that the meeting be adjourned and AB seconded. Vote was 7 For and 0 No.

The next CEC meeting will be on 4/15/15 at 7:30 P.M.

Meeting adjourned at 9:15 P.M.

Prepared by Tony Battaglia