

Capital Outlay Committee Meeting

Finance Commission Room

October 11, 4:30pm

MINUTES OF MEETING

Members Present: Kevin Connolly, Vice Chair, Robert Donnelly, Anne Marie Mazzola, Tim McDonough, Gerry Miller, Ernie Paciorkowski, Michael Rosen, and Sarah Sullivan.

Ex-Officio Members Present: Clayton Cheever, Meg LaMay, Alex Haggerty, Tony Mazzucco

Absent: Myev Bodenhofer, Tom McQuaid, Chair

Guests present: John Cianciarulo, Anne Haley

Meeting called to order at 4:32 pm by the Vice Chair, Mr. Connolly.

Mr. McDonough motioned to approve the minutes of the August 29, 2022, meeting as amended, Mr. Donnelly seconded the motion. The Committee approved the minutes for the August 29, 2022, unanimously.

Mr. Mazzucco reviewed changes to FY 23 from previous vote.

Mrs. Sullivan questioned if the street sweeper that was swapped for the sewer vac truck was still needed, should we do it given there appears to be room in the 5% limit? Mr. Mazzucco explained that a street sweeper is not used everyday and if something happens to ours in the next year, it is a piece of equipment that can be borrowed from other towns if needed.

Mr. Donnelly asked Mr. Mazzucco to clarify the amount of Free Cash the town has at this moment. Mr. Mazzucco explained that technically Norwood has no Free Cash at the moment, the town is waiting for it to be certified. Based on the year end closing, it is estimated that there is \$2.0 million.

Mr. Donnelly motioned to approve the capital budget of 14,594,504 for Fiscal Year 23. Mr. Miller seconded. The Fiscal Year 23 capital plan was approved unanimously by the Capital Outlay Committee.

Mr. Paciorkowski asked for clarification between the terms BAN and borrow. Mr. Mazzucco explained that BAN is short term borrowing for a project while Borrow refers to longer term borrowing.

Mr. Mazzucco began to answer questions sent in an email by Mrs. Sullivan.

Mr. Donnelly asked if the expenditure of previous borrowed funds that were unspent but must be expended on capital will require a Town Meeting vote. Mr. Mazzucco said yes and that it will be a very complicated article. Mr. Donnelly suggested that the yellow sheets should include that explanation.

Water MWRA & Design Water Tanks

Mr. Mazzucco returned to Mrs. Sullivan's email and clarified that the parking lots will be borrowed for 30 years because it is a facility and that the notation of 15 years was an error.

Mr. Mazzucco then addressed the Horizon Capital and why it was not included in the presentation as requested at the previous meeting. He indicated that it was not clear how the Capital Outlay Committee would want to show it? Should debt service projections be added? Felt it was important for the Capital Outlay Committee to determine the format.

Mr. Donnelly indicated that he liked the format the plan that last year's plan that was presented to Town Meeting Members. He liked the breakout by department.

The Capital Outlay Committee then began to talk about the process moving forward. Mr. Paciorkowski stated it is important for the Committee to hear about the need for the projects given the spending that is projected to come. Mr. McDonough stated that the COC needs to look at the wish list and then ask questions. All members agreed that more lead time is needed and that this year's process should not be repeated. Mr. Donnelly stated that there is nothing to prevent the COC from returning after the 1st of the year to establish a process for reviewing and approving projects. Mr. McDonough confirmed that is how it use to be done under Mr. Maloney. Mr. Donnelly agreed this was a good way to proceed given the capital heavy years ahead. The town needs a strategy to decide how to fund larger projects.

Mr. McDonough proposed the Committee think about including a shortened document sharing the impact to the tax rate and when the high school and middle school will come off of the tax rate. It's important to remember the true mission of the COC is to recommend a funding source.

Mrs. Sullivan asked as a new member of the committee how do the COC, Fin Comm and Budget Balance Committee work together? It might be worth discussing as the COC determines its course of action for next year.

Mr. McDonough reminded the COC that historically Capital Outlay has good reputation. COC needs to make Town Meeting aware of projects that are coming. The Chairman and the committee have a duty to look at what is out there, do our due diligence and then determine priorities. Mr. Paciorkowski added it is important to not have any surprises, moving the capital to October makes sense so everything can be reviewed and presented in a useful way to Twon Meeting.

The Committee then moved on to approval of the 5 year plan. Mr. McDonough motioned to approve the plan as presented. Mr. Donnelly seconded. The COC approved the plan unanimously with the understanding that there is a lot of work to do on the out years.

The committee agreed to meet once more before Town Meeting to review the plan to presented at Town Meeting and to begin a discussion on the decision making process for capital expenditures.

Mr. Cianciarulo willl send out calendar invite for first week of November to see what works for committee on the whole.

Motion to adjourn by Mr. Donnelly, seconded by Mr. McDonough, approved unanimously. The meeting adjourned at 5:26pm.

Respectfully submitted,

Sarah Sullivan
Clerk, Capital Outlay Committee

