

Capital Outlay Committee Meeting Minutes

Date: January 13, 2020

Location: East Hearing Room, Hingham Town Hall

Attendance:

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

Absent: None

Other: Steve Becker (IT), Lucy Hancock (Vice Chairman of Library Board of Trustees), Dave Mehegan (Chairman of Library Board), Linda Harper (Library Director), Jeremy Parker (Trustee, Chief Financial Officer), George Schwartz (Trustee of Library), Tom Ventresca (Trustee of Library), Michelle Monsegur (assistant town administrator), Jeff Pizzi (Maintenance Supervisor), Ray (Maintenance Team)

Chair Eric Valentine called the meeting to order at 7:30 pm.

Notes

- Discussed FY2021 Budget items
 - o Town Hall
 - Priority #1 is \$35k for roof over Office In Charge section of Police Department
 - Priority #2 is replacement for Reznor heat pump in gymnasium for \$22k.
 - Priority #2b is for Senior Center improvements including renovation of old storage room into new office space.
 - Priority #3 is annual replacement/equipment/repair work.
 - Priority #4 is for replacement heat pump in Land Use & Development/Building Dept
 - Priority #5 is for new carpeting in police station.
 - Priority #6 is \$5k for Veterans Memorial brick walkway rebuild and drainage.
 - o IT:
 - 60% of FY 2020 expense on computers has been spent and full 100% will be spent by fiscal year end. 20% annual replacement schedule deemed to be working well.
 - \$200k Data Center upgrade request may go to Town Warrant this year and may be closer to \$250k.
 - \$125k in FY2023 for SAN (Storage Area Network) replacement.
 - o Library
 - Will purchase security cameras by FY2020
 - New parking lot feasibility study will increase # of spots from 99 to 150+
 - HVAC and Chiller Condenser Motor Replacement requests are high priority. Shed is lower priority.
 - FY 2022 request for Parking Lot construction would be \$662k
 - o Treasurer
 - Postage Machine for \$7k.

Matters not anticipated within 48 hours:

None

Adjourn: 9:08 pm

List of Documents Distributed at this Meeting:

1. FY2021 Department Capital Requests
2. Revised FY2021 Five Year Capital Plan