

Hamilton Capital Committee
MINUTES OF MEETING
Via Zoom call
December 28, 2021

Attendees:

Capital Committee:

Heather Ford, Chair
Jack Lawrence, Vice-Chair
Dave Thompson
Bill Wilson
Bob Woodbury, Clerk

1. **Heather called the meeting to order at 6:03 PM and completed roll call.**
2. Jack joined the meeting at 6:17 PM.
3. Bill led a review of the FY'23 Capital Improvement Plan for the schools. The HWRSD again has budgeted no capital expenditures in FY'23, the third year in a row. Bill speculated that with a new superintendent the Schools need a plan before budgeting capital expenditures. For the period FY'24 thru FY'27, the Schools are projecting \$11.85 million in capital expense. The Town of Hamilton FY'23-27 capital spending projection is \$17.87 million.
4. **Departmental review**
 - a. Dave met with Tim Olson and Nick Tensen, the FinCom rep for the DPW to discuss Tim's DPW capital priorities.
 - i. H-1 (Highways) \$150k for Miles River Road and Woodbury Street. Heather asked if there is a road repairs scheme developed for all Hamilton roads over a multiyear funding plan. Dave will follow up with Tim. The FinCom will be responsible for the funding source and the CapCom will update with our priority across projects.
 - ii. H-2 NPDES Phase III runoff into streams and rivers. \$60k in FY'23 through FY'26. The question arose as to why there is nothing budgeted for FY'27. Also, given that this is an ongoing expense, should this be operations rather than capital?
 - b. Facilities
 - i. There was long discussion around the cost of \$400k in FY'23 for Hamilton to build their own new fueling facility. The total cost would be \$800-900k. Tim rates this as a top priority. Hamilton is currently using the Wenham facility at Iron Rail but the issues are that it is not centrally located for Hamilton and there are long lines at the pumps. Query: why not install a second pump? There has already been \$250k approved for this project. Fire, police and DPW vehicles use this facility with the Police being the biggest user. Bob asked why the location was not an issue for Wenham given that it is further from Wenham police, fire, and DPW to the Iron Rail facility than for Hamilton. Also, are there potential

economies for the capital expense and the fuel purchases in combining this facility between the two towns? Wenham anticipates needing to replace the Iron Rail facility in the near future. The existing Hamilton facility may have a contamination issue with a neighbor.

- ii. F-11 DPW garage roof \$100k. The DPW garage was built in 1938 and it would cost \$5 to 6 million to replace the building. Dave is to find out about the roof timing. Also, re: door replacement.
- iii. F-16 PSB roof replacement \$230k. Even with fixing the prior construction and cleaning the leaks there are still moisture issues and leaks related to HVAC which isn't removing the moisture. Tim feels that this is a low priority issue and would also like to do solar.

c. Water

- i. W-8 Meter/Valve/Hydrant program \$30k This should be an operating cost as the most expensive single item is only \$2k for a fire hydrant.
- ii. W-9 GIS Asset Management \$38k This system will be built and hosted by Dewberry consultants to track what equipment (valves, hydrant, pipes, pumps, etc.) were installed at any particular location. This is a necessary control with 2 or 3 Water Department employees who have the institutional memory soon to retire. Dave will see if this expense was quoted. Heather noted the Town should own the management software and data, not Dewberry.

d. Cemetery

- i. C-2 Cemetery mowers \$15k to replace two old ones. Question on whether a capital expense.

e. Parks and Recreation

- i. PR-8 Patton Park Master Plan \$25k This is funding for a landscape architect consultant to prepare a master plan for landscaping, benches, tables, and drainage plan for the park.
- ii. PR-9 \$150k is the actual construction of the Patton Park work which includes the repair of a pipe on the park side of Route 1A which is broken and causing flooding. Dave planned to speak with Tim Olson about the cost associated with only the repair to the pipe. Also, Jack was to speak with Tim about whether this Patton Park master plan should be included in the overall Town master plan which Jack is chairing.

f. Library

- i. Prior to the discussion of the FY'23 and beyond library capital items, Bob updated on the status of the library and Rec Center roofs. He participated in a Zoom meeting with the Wenham SB and FinCom on December 18th. The original \$300k cost of the replacement of the library and Rec Center roof has gone to \$360k. Hamilton and Wenham have already appropriated \$200k and \$100k, respectively to the roof. Since the Rec Center roof is estimated to have from 5 to 10 years of remaining life, only the library roof is being considered for replacement now at a cost of \$175k. Bob is going back to Jim Purdy, Kim Butler, Mike Hrды and

others to determine why there is a change in priority to the Rec Center roof, what about the perceived benefits of doing both together, and is Hamilton owed a clawback of \$86k (the difference between the \$200k already appropriated and 65% of the currently estimated cost of \$175k).

- ii. L-4 Library IT infrastructure Total \$42k, Hamilton share is \$27.4k. This is money to cover new network switches, separation of public and staff networks, and expansion of the public WiFi network. Bob to clarify with Kim the rationale for these expenses.

- g. Police

- i. P-1 Patrol SUV \$57k. What are the economics of rent versus own of the ambulance service?

- h. Fire-no capital projects for FY'23

5. **Other business:**

- a. There was a conversation about the status of the ARPA projects; two capital-Asbury Grove backflow valve and GAC filtration and two operating-contract tracing/public health support and premium pay for frontline Town employees.
- b. Jack led a discussion about water sources, supplies and related matters.
- c. Jack said that Hamilton has protested the invoicing by W&S of \$75k for the Town Master Plan because the data supplied to date is useless. The consultant has assigned a new contact person for the project.
- d. The next two CapCom meetings were scheduled for January 6 and January 11 at 6 pm via Zoom. Our deadline to get information to Joe Domelowicz is January 14th.
- e. The minutes from the meeting of December 1, 2021 were approved.

6. **Adjourn:** The CapCom meeting was adjourned at 8:18 PM.

Respectfully submitted as approved at the January 6, 2021 meeting.

Robert S. Woodbury, Clerk