

**PLANNING BOARD
RECORD OF MINUTES AND PROCEEDINGS
December 1, 2009**

The Planning Board of the Town of Weymouth held a public meeting on Tuesday, December 1, 2009, at 7:00pm at McCulloch Building Conference Room, 182 Green Street, Weymouth, MA.

Present: Walter Flynn, Chairperson
Sandra Williams, Vice Chairperson
Mary Akoury, Clerk
David Chandler
Paul Hurley
Staff: Rod Fuqua, Principal Planner
Adele Cullinane, Procurement Officer
Recording Secretary: Janet Murray

Chairman Flynn called the meeting to order at 7:00 pm.

Minutes

A MOTION was made Mr. Chandler to accept the minutes from the 11/17/09 Planning Board Meeting and was seconded by Ms. Williams and UNANIMOUSLY VOTED.

State of Capital Budget – Mayor Sue Kay

Mayor Kay spoke to the Board regarding her concerns regarding capital needs. She discussed a risk management process to determine the capital needs priorities of the town. She stated that this is integral to any organizations decision making process. She noted that there are five steps. She noted that she used the information from the Municipal Advocate.

1. Identify and analyze risk exposure; an example would be the municipal fleet of vehicles
2. Determine feasibility of keeping exposure from becoming actual losses
3. Decide whether to keep or manage/transfer risk
4. Implement appropriate risk management techniques and monitor results
5. Cost analysis to determine risk factors

She pointed out that the Department of Public Works has several pieces of equipment that are circa 1970 and suffering metal fatigue. She stated that if you look at this with the risk loss process and start to do a cost analysis of purchasing versus leasing and/or borrowing equipment from other towns.

Mayor Kay stated that she intends to create a line item in the 2011 operating budget for capital expenditures as a fixed cost because she believes that this is that important. She stated that she realizes that she may not be able to fund it and will likely meet with opposition. She asked the Board to keep these items in the Capital Improvement budget for this reason.

Mayor Kay stated that she will perform a risk analysis which will culminate into a cost analysis. She stated that she intends to set aside money for capital improvements.

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Chairman Flynn noted that Mr. Wilson had indicated at last night's town council meeting that there was approximately \$1.2 million in free cash. He stated that he did not think it would be wise to use this fund.

Mayor Kay agreed and pointed out that there are still questions about the current fiscal year and an additional deficit that has yet to be announced by the state.

Chairman Flynn asked if the Mayor believed that she would have the analysis completed prior to the Board's deliberation on the Capital Improvement Plan.

Mayor Kay stated that she intends to have it completed by that time.

Mr. Chandler asked if funds from the Friends of the Teen Center could be used. He noted that there is \$24,000 in this fund that could be used to repair the roof.

Mayor Kay stated that it is a matter of getting the former committee together to sign off on the request. She noted that the Department of Revenue may need to be contacted.

Mr. Hurley suggested looking at lease/purchase for vehicles.

Capital Improvement Plan

- Mr. Fuqua gave an overview of Capital Budget
- Library – Joanne Lamothe, Director of Library Services
 - Proposed:
 - #13 – Review, evaluate, and compare renovation and expansion of main library or replacement with a new building.
 - #14 – Central air conditioning for North Branch Library
 - #15 - Pratt Library needs roof repairs. Mr. Fuqua noted that Jeff Richards, Building Inspector has noted his concerns regarding the condition of this building. He stated that he would meet with Ms. Lamothe and Mr. Richards
 - #16 – Boiler replacement, it is original boiler.
 - #17 – Renovation of media area at main library.
 - #18 – Public access computers – looking to purchase netbooks for main library
 - In-process
 - #10 - The Fogg Library exterior work is underway.
- Health Department
 - Mr. Fuqua spoke for Rich Marino.
 - #6 - field laptops and software. This will get further review from IT.
- Planning Department
 - Proposed
 - #20 – Signalization of Libbey Parkway at Middle Street is design ready. This design is good for approximately two years.
 - Chairperson Flynn noted that the traffic has increased significantly in the industrial park since the zoning change to allow medical use.

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#21 – Columbian Square improvement – study and concepts ready to go – funding was to be from LNR Host Community Agreement (HCA). He noted that this money is unlikely to be forthcoming.

#22 – Add pedestrian phase to Green St./East St. traffic signal. It is expensive because there is significant work to be to the controller.

#23 – piece of land for acquisition to be added to Pond Meadow Park; possibly Community Preservation Committee (CPC). Chairperson Flynn noted that the owner is asking an unreasonable amount of money for the lot. This acquisition is not crucial to the park.

#24 Pedestrian signal at Broad & Washington

In-process

Herring Run Pool

Back River Trail

Mr. Fuqua referenced a memo and pointed out several corrections to Capital Improvement list as follows:

- 12 and 13 should read 11 and 12
- Under requested vehicles amend: Line 3 should read line 4 and Line 4 should read line 5.

Mr. Fuqua referenced an email document and pointed out the following:

- Jeff Richards in contact with police department
- Document shows line item changes

Schedule

December 15 th	Police & Fire
December 29 th	DPW
January 5 th	School, Administration and IT
January 19 th	Decision/finalization, prioritize

Adjournment

At 8:10 pm, there being no further business, a MOTION was made by Mr. Hurley to adjourn and was seconded by Mrs. Akoury, and UNANIMOUSLY VOTED.

Walter Flynn, Chairperson

Date