

**TOWN OF WEYMOUTH
PLANNING BOARD
RECORD OF MINUTES AND PROCEEDINGS
McCulloch Building, 182 Green Street
October 30, 2012 - Tuesday**

Present: Walter Flynn, Chairman
Mary Akoury
David Chandler
Not Present: Paul Hurley
Sandra Williams
Also Present: Michael Gallagher, Director, Admin. & Community Svc.
Jeff Bina, Director, DPW
Rob McLean, Director of Libraries
Staff: Bob Luongo, Principal Planner
Recording Secretary: Mary Barker

The Chairman called the hearing to order at 7:05 PM.

Capital Improvement Plan

To keep copying to a minimum, Bob Luongo noted he will keep a master copy of the CIP and will make changes to the master. Departments will keep track of their changes on their copies. New copies will not be provided each time there is a change.

Library

Rob McLean reviewed the Capital Plan for the library buildings. There are three items from the list in process:

- Fogg Library Restoration-Phase I of the repairs is complete. Phase II and III will be an additional \$1.7 million for a total estimated project cost \$3.26 million. Work on the exterior has been split out of necessity to meet the state deadline requirements for grant funding. Bids are due November 14, 2012, with work to commence in December and be completed during winter. The remaining interior work will be done during the next year; anticipated completion by fall 2013.
- Pratt Library Boiler-#4 boiler has been replaced; project completed.
- Pratt Library Windows
- Pratt Library Roof Repairs were completed under a lease agreement by WETC Vehicles:
- A used vehicle was recently purchased at state auction to make deliveries between libraries.

Mr. McLean requested the following changes for consideration:

- Library Study- recommend moving to FY15
- North branch- central A/C- although it is only open currently 16 hours per week, the lack of air conditioning makes for uncomfortable work conditions. The impact to operating budget after completion will be in utility costs; recommend keeping in FY14. Ms. Akoury asked if there is data on the number of patrons who utilize/number of staff employed at North Branch. Mr. McLean responded that the data isn't broken out by branch; 13,000 items were checked out last year. There are two employees on site when open; combination of librarian, assistant and custodian.

- Repair & Repave parking lots- there was a discussion and Chairman Flynn recommended eliminating this from unscheduled and incorporating in the DPW's line for FY15.

DPW

Jeff Bina reviewed the DPW CIP and provided an update on projects in process:

- #18- 98% complete; DPW will be required to monitor plantings
- #19- Study & engineering, sea walls at Fore River Ave. and Fort Point Rd.- the study is complete; the engineering is in process. David Chandler asked if the walls suffered any further damage due to the recent hurricane. They did not.
- #20- no change; this will coincide with the redevelopment including daylighting the Herring Run with the Landing redevelopment.
- #22, 23-no change recommended
- #24- completed
- #25- 95% completed
- #26- 96% completed
- #27- completed
- #28- no change
- #29- no change; in design state, but not out to bid yet
- #30- in process; expected to be 50% completed by June 2013
- #31- expected to be completed by June 2013
- #32- in design stage
- #34 Iron Hill – move to in process

Buildings & Grounds:

- #33 DPW Building- due to age, extent of repairs needed, expenses for repairs last year. Mr. Chandler and Ms. Akoury asked if it wouldn't be more prudent to look at the cost to replace with a new building rather than setting aside for repairs every year.
- #35- older system; address spot locations and EPA directives; reduce to \$1 million.
- #36 Park Improvements-recommend moving to unscheduled FY17
- #37- move to FY14
- #38 Town owned lots- move library to here
- #39- specific to schools; historical; part of Central Maintenance function. Recommend keep in CIP and identify as school need. There was a brief discussion under what circumstances school operating costs may be used to fund these types of projects.
- #40- carryover- sidewalk repairs. The sidewalk study is complete- Chapter 90 funds were used to assess conditions. Repairs will begin in spring. Add this item to FY14. Bob Luongo recommended that this item be moved to in process.
- #41 Road Resurfacing- Chapter 90 funds and \$800,000 – recommend moving to in process. There was a brief discussion of bonding for road repairs and supplementing from Chapter 90 funds. Chairman Flynn referenced remarks made by CFO McKinney recently regarding bonding limits/rate increases and the use of stabilization funds. Mr. Gallagher noted although the town has some bonding headroom, it would have to have the revenue to support it. Chairman Flynn noted the town is facing three major financial issues – current state of the economy, the impending elections and state revenues. He and Mr. Chandler both broached a debt exclusion override.
- #42- no change

- #43- no change
- #44- add \$1 million to FY18
- #45- add \$100,000 to unscheduled FY18
- #46- add \$1 million to FY18
- #47- no change

Vehicles:

The committee thanked Mr. Bina for providing a list to which they can cross-reference the vehicles on the CIP list by number.

DPW-Central Maintenance

- #15,16,17- shared duty vehicles with school department
- #18- catch basin truck- due to new EPA requirements
- #19- plowing/sanding vehicles- to replace existing 1984 and 1988 models
- #20- Central Maintenance- overhauled; recommend Remaining on FY16
- #21- vacuum sweeper- faster; recommend moving from FY16 to FY14
- #22- holder machine-used for snow blowing/brush cutting- currently using (2) 1998 models
- #23, #24- base tractor with attached mower-in FY13
- #25- dump truck- smaller; in use 4 seasons/ forklift- currently don't have one

Sewer:

- #27- move to FY14
- #29- pickup trucks, to replace service vehicles for shared duties; move to FY18

Water:

- #30- backhoe- move to FY16
- #31- move to FY14
- #33- move to FY16
- #34- move to FY13
- #35- dump truck with plow- replacement- Mr. Chandler asked why this item is on the list twice but the price is \$10,000 different. Mr. Bina will review.
- #36- pickup trucks for meter department; Chairman Flynn noted an error- correction from "8024" to "8-24". There was also a brief discussion difference in product quality between GMC and Ford. Mr. Bina noted vehicles are purchased off the state vendor contract.

Chairman Flynn asked the DPW director to prioritize the top ten requests. He also indicated to Bob Luongo that other departments should likewise prioritize.

Administration (Parks & Rec., Youth Office, Elder Services)

Health Department

Director Michael Gallagher reviewed the status of projects in process:

- Town Hall renovations- will be completed by June 2013; roof has been repaired, the wall separating the upper lower parking lots will be completed by June.
- Hardware replacement- completed

Vehicles:

- 2-7D vans – move to FY16 and 17. There was a brief discussion-elder service vehicles have been donated, but recommended kept on the CIP list as a true picture of the department needs.
- Vehicle needed for Civil Defense- currently using a Kaiser 1969 jeep. The vocational school may consider a project to convert this vehicle to electric when it's taken out of service. The town has two charging stations.

Buildings & Grounds:

- #1 McCulloch Building- there was a brief discussion of the eventual use. McCulloch sits on a parcel that is large enough to allow for expansion of the building. It also need to have a/c installed and at some point in the future the town might consider consolidating operations.
- #2 Gym Floor- move to #15 (amount represents older quote)
- #10- Health Department currently has experience using tablet technology. Recommend keeping in FY14 but the funding amount may change and may consolidate with other departments. Mr. Chandler noted Braintree has already made this change.
- #11 refresh desktops- Mr. Gallagher noted this is being evaluated and he is considering virtualizing the desktop technology.
- #12 printers- currently evaluating replacement with larger unit use instead of individual printers
- #13 phone system- recommend moving this to in process. Using settlement funds, system is being changed over to a single solution campus environment with digital trunking through AVIA, resulting in a savings of \$13,000-17,000.
- #14 Library computers- Mr. Gallagher has asked the mayor to fund \$25,000 to replace the computers in the library with dumb terminals, with thin client and software delivered from a single server. The current system allows patrons to make changes to the system that then need to be corrected. The newer system will also allow for servicing printing and reservation time by scanning library cards. This project also includes public wireless access at the library. The project will start with the main branch location. Mr. Gallagher also noted that the town hall now has public wifi access.

Adjournment

The next meeting of the Planning Board will be November 27, 2012. Chairman Flynn noted the meeting will include a review of Capital Improvement Plans for Police and Fire Departments. He asked Mr. Luongo to relay the request to both chiefs to prioritize their requests. At 8:45 PM, there being no further business, a motion to adjourn the meeting was made by Ms. Akoury, seconded by Mr. Chandler and unanimously voted.

Approved:

Walter Flynn, Jr., Chairman

Date