

HAMILTON CAPITAL COMMITTEE

MINUTES OF MEETING

Hamilton Town Hall

Dec. 9, 2019

Members Present:

Heather Ford
Jack Lawrence
Dave Thompson
Bill Wilson
Bob Woodbury

Guests:

Joe Domelowicz, Town Manager

1. Heather called the meeting to order at 6:04 PM.

2. Public comments were solicited

There were none.

3. Budget Process and Schedule

The purpose of the meeting was to review the current status of the Capital Plan with the Town Manager and obtain input.

3. Discussions with Town manager

Heather reviewed the current status of the plan using the Dec. 9, 2019 version of the spreadsheet (copy attached). In particular it was noted that the school budget is a total number generated by the school district. Better information will become available in two days when the school district meets again on budgets. Bill will attend the school meeting and the meeting of Hamilton FinCom on the same date.

Joe requested that his name be removed as Dept/Liaison on the spreadsheet except under "General".

Bill explained that the spreadsheet refers to a "Project ID" that CapCom assigned and it may not be the same as an ID that may be assigned by the finance department.

Heather explained that CapCom assigned priorities only with respect to FY21 budget requests, without attempting to prioritize years after FY21. Priorities were assigned using guidance provided to the committee and noted at the bottom of the spreadsheet.

All regional budgets (shared costs with Wenham) are shown at gross costs and will ultimately be split in accordance with any cost sharing agreement.

Joe requested that a column for FY '25 be added.

The requested changes were made subsequent to the meeting and are reflected in a version of the spreadsheet dated Dec. 10, 2019, a copy of which is attached.

In addition to the spreadsheet, a document entitled "Capital Committee Recommendations" (dated Dec. 9, 2019) was provided to Joe. A copy is attached.

Joe thanked the committee for its work and placed the CapCom on stand-by until further assistance may be requested.

4. Adjourn

The meeting was adjourned at 8:15 PM

Attachments:

"Town of Hamilton Capital improvement Plan", draft Dec. 9, 2019

"Town of Hamilton Capital Improvement Plan", draft Dec 10, 2019

"Capital Committee Recommendations", draft Dec. 9, 2019