Finance Committee

Town Hall

August 20, 2018

7:00 PM

Chairman Whitsett call the meeting to order at 7:05 pm.

In attendance – Kristian Whitsett, Shelley Roberts, John Payne

Minutes: Members reviewed the meeting minutes of July 23, 2018 and June 25, 2018. On a motion by John, seconded by Shelley, members unanimously approved the minutes of July 23; on a motion by Kristian, seconded by John, members unanimously approved the minutes of June 25, 2018

Not having participated in earlier discussions, Shelley ask the background behind plans to locate the public safety facility in the Quilt Building verses other possibilities–

Quilt

* 1. Cost estimated at $500,000, including $330,000 for building and $175,000 for renovations;
	2. Approximately 6,000 sq. ft. including Sally Port for vehicles, verses about 500 sq. ft. currently;
	3. Significant increase in Police facility space, plus extra space for town committees and functions;
	4. Immediate access to Rt. 2 and Shelburne Center Road;
	5. Ample parking on two sides of the building;
	6. One story building, no basement, excellent light and visibility;
	7. Geographic center of township, 3 minutes to Bridge Street;
	8. Modest level of renovations and immediate occupancy;
	9. Removes taxable asset from town rolls.

Cowell

1. Cost estimate uncertain but likely over $1,000,000, some of which, like central air handling system, would benefit other parts of the building;
2. Significant mold and moisture problem in basement;
3. New Construction for Police Offices which may mandate upgrades in other parts of building;
4. Sally Port construction may entail significant earth moving and retaining wall construction;
5. Significant drainage issue;
6. Portion of police department (interview rooms, detention areas, storage) would like be in Cowell Basement and on separate floor for offices;
7. New Offices would involve removing existing portions of Cowell, new architectural drawings, public bidding, project management and construction taking up to a year;
8. New space would have to be insulated and sound proofed from noise from adjacent gymnasium;
9. New space would be about ½ the Quilt space (excluding the Sally Port) and would not provide any extra space for town committees or other town functions;
10. Uses an existing town building which is already excluded from town tax rolls;
11. Convenient to downtown and to Shelburne Falls residents, especially those in Highland Village;
12. Located in residential neighborhood, creating risks for residents during emergency arrivals or departures;

Shelburne Center Fire Station

1. Insufficient space beside the existing building for new public safety complex;
2. Major construction project involving significant abutment walls and large quantities of concrete for foundation,
3. Cost likely in excess of $1,000,000;
4. No extra space for committee meetings or town functions;
5. Located in eastern part of township, further from Bridge Street and geographic center;
6. Adjacent to and easy access to Rt. 2

Nutrition Building

1. Located on Shelburne Center Road, just off Rt. 2 but in eastern part of town;
2. Not new geographic center of township, longer trip to Shelburne Falls;
3. Costs – purchase price mid $350,000 - $380,000, renovations and additions, $300,000 plus elevator, maybe sprinklers;
4. Will need a Sally Port and additional bathrooms;
5. Adequate space for additional town functions and meetings;
6. Removes an existing tax paying asset from town rolls;

John outlined the presentation to the SB for approvals relating to purchasing the Quilt building

1. Approve and sign new Purchase and Sale agreement;
2. Approve $10,000 down payment on $330,000 purchase price;
3. Approve retaining UniBank to manage municipal bond offering;
4. Approve retaining David Singer to represent Shelburne in bond financing;
5. Schedule Special Town Meeting;
6. Approve Warrant for special town meeting.

Senior Center Discussions

1. Offer made to Mole Hollow owners to purchase building, no response yet;
2. Ashfield, Buckland and Shelburne would equally own the property and equally share capital expenses, each town would pay a share of the operating expenses based on usage by its citizens;
3. If Mole Hollow proposal fails, Sr Ctr does not currently have a strong alternative.

Mohawk Budget

Kristian will explore a joint meeting with the Montague Finance Committee to discuss their school budget process, which appears to be more productive and collaborative than the Mohawk process.

Highway:

1. Kristian will schedule a meeting with Highway Boss Mark Shippee and SB liaison Andrew Baker, hopefully for next finance committee meeting (currently scheduled for September 10, 2018;)
2. Possible questions to which the FC might ask Mark to respond –
	1. Why are Highway capital requirements projected to double over the next 6 years compared to the recent past?
	2. Could Highway consider good quality used equipment for some of its needs?
	3. Could Highway consider leasing equipment which is used only occasional during the year?
	4. Does Highway do all its repairs and mechanical work internally, or does it send equipment to service centers, which way if most cost effective and time efficient?
	5. Does Highway have a top-notch mechanic to service equipment?

New Board member:

 Kristian will discuss with Sylvia Smith (who appoints FC members) possible candidates.

Adjournment: Committee adjourned at 8:00 pm (on a motion by John, seconded by Shelly, approved unanimously) to attend the Select Board Meeting.

Clerk – John Payne

Note: During the SB meeting, a board member suggested the Finance Committee develop annual operating costs for each of the town buildings to monitor building efficiency and usage per yearly cost.