



Capital Planning Committee

Capital Plan for FY2022 (July 1, 2021 – June 30, 2022)
5-Year Plan for FY2022 – FY2026

Date: Thursday, February 25, 2021
Time: 5:00pm-7:00pm
Location: Zoom Meeting

Minutes

Attendance: Joseph Barr,
Ida Cody (arrived at 5 :15pm),
Kate Leary,
Kate Loosian,
Phyllis Marshall,
Michael Mason (left at 6:00pm),
Chris Moore,
Angela Olszewski,
Sandy Pooler,
Jon Wallach,
Julie Wayman, Management Analyst,
Timur Kaya Yontar,
Eric Helmuth (non-member, left at 6:10pm)
Leslie Mayer (non-member, left at 6:10pm).

Not in attendance: None.

Meeting Opened: Mr. Yontar called the meeting to order at 5:03pm.

Approval of Minutes: The minutes of the meeting of February 4, 2021 were reviewed and approved by the following vote:

Joseph Barr: Yes,
Ida Cody: Absent,
Kate Leary: Yes,
Kate Loosian: Yes (seconded motion for approval),
Phyllis Marshall: Yes,
Michael Mason: Yes,

Chris Moore: Yes (made motion for approval),
 Angela Olszewski: Yes,
 Sandy Pooler: Yes,
 Jon Wallach: Yes,
 Timur Kaya Yontar: Yes.

Discussion of CPC – Community Preservation Act Committee Coordination: Mr. Yontar introduced Eric Helmuth, Chair of the Community Preservation Act Committee (CPAC) and Leslie Mayer, Chair of the Park and Recreation Commission and CPAC member, to provide an update from CPAC and a summary of the projects that CPAC is recommending for approval at Annual Town Meeting:

Mr. Helmuth reviewed the background of the Community Preservation Act, which is a locally adopted 1.5% surcharge on property taxes that is then partially matched by the state. The funding categories are community (affordable) housing, open space + recreation, and historic preservation. Under the state law, the project recommendations from CPAC are presented directly to Town Meeting, but the Town’s procedures require that CPAC coordinate with this Committee, the Finance Committee (FinComm), and the Select Board.

The CPAC is recommending the following projects for approval by Annual Town Meeting:

Project	Applicant	Recommended Funding
Drake Village Renovations (see Note 1)	Arlington Housing Authority	\$251,793
Homelessness Prevention-Leasing Differential Program	Somerville Homeless Coalition	\$27,228
North Beach Ramp at Spy Pond Park	Arlington Conservation Commission	\$40,000
Spy Pond Playground (see Note 2)	Arlington Recreation Department	\$490,883
Hurd Field Renovation	Arlington Recreation Department	\$1,493,026 (see Note 3)
Public Land Management Plan	Planning and Community Development	\$30,000
Old Schwamb Mill Building Envelope	Schwamb Mill Preservation Trust	\$55,000 (see Note 4)
Preservation of the Jason Russell House	Arlington Historical Society	\$249,625
Foot of the Rocks Study	Allan Tosti + Town Manager’s Office	\$55,000

Note 1: This project is part of a larger renovation project on this housing development.

Note 2: It may be possible to do this project in coordination with the beach ramp nearby.

Note 3: The total project cost is closer to \$2.3M. The overhead lights for this project are quite expensive so these are now an add-alternative element of the project and would be funded next year.

Note 4: This project also includes a building structural evaluation.

Mr. Helmuth also summarized the overall picture of the CPA funding that is available and the proposed expenditures, as well as the uncertainty over the state match each year and turnbacks/sweeps from prior projects. CPAC will have a significant balance (possibly over \$1M) still available at the end of this round of funding, due to cash flow and project requests. CPAC was able to fund a number of open space and recreation projects, but that could change in the future if there is a large housing-related request in the future.

Mr. Yontar raised the issue of funding school playgrounds (typically funded by this Committee) vs. Town playgrounds (typically funded by CPAC) and how project and financial planning is done going forward. Mr. Helmuth noted that the current division seems to make sense, but also said that CPAC may need some additional long-range planning in the future. This led to further discussion about capital planning for open space and recreation projects, both in terms of the funding that's available (which is somewhat uncertain year-to-year due to the variability of the state match) and the pipeline of projects and how they will get funded. Mr. Yontar noted that it would be good to organize a joint discussion with this Committee, CPAC, and the Park and Recreation Commission before we get into the next fiscal year capital planning. Mr. Yontar suggested organizing that meeting in June and Mr. Helmuth agreed with both the idea and the proposed timing.

Following the discussion, the Committee approved a motion in support of the projects that are being recommended for funding, by the following vote:

Joseph Barr: Yes (made motion for approval),

Ida Cody: Yes,

Kate Leary: Yes,

Kate Loosian: Yes,

Phyllis Marshall: Yes,

Michael Mason: Absent,

Chris Moore: Yes (seconded motion for approval),

Angela Olszewski: Yes,

Sandy Pooler: Yes,

Jon Wallach: Yes,

Timur Kaya Yontar: Yes.

Scheduling of Future Meetings: Mr. Yontar briefly reviewed the upcoming schedule of meetings:

- The presentation to FinComm will take place via Zoom at their meeting on March 10 at 7:30pm.
- Following that, the next meeting is the presentation to Annual Town Meeting; Mr. Yontar noted that there are 91 warrant articles proposed, so it will last several nights (likely longer than in recent years).

- Mr. Yontar proposed that the Committee meet again on Thursday, June 3, after Annual Town Meeting is complete.

Update on Bond Issuance and Departmental Developments: Mr. Yontar started by congratulating Ms. Marsall on the successful bond issue and historically-low interest rate (1.77%). Ms. Marshall noted that it's a group effort and reflects a lot of hard work by many people, including the Committee members. As a result of this low interest rate, the debt service costs are \$1.5M less over the five-year period than the estimate.

Mr. Pooler said that the Guaranteed Minimum Price for the DPW facility should be submitted very soon, which will reduce the level of uncertainty over that project considerably. He also mentioned that the Town is getting very good prices on recent bids, partly due to getting bids out earlier in the year than has been the case in the past, in part by internal streamlining of the process.

Mr. Yontar then summarized the current status of the capital plan based on the actual debt issuance costs and what was done with the surplus that was generated, which included restoring additional funding for street and sidewalk construction, and creating a reserve fund for future school related expenditures, which will become more specific once the planned needs analysis is complete. The Committee had a number of questions about the school capital reserve, including where that money actually sits in the plan and whether it is protected from being shifted to other uses based on changing priorities. Mr. Yontar clarified that these funds are in a line item under Arlington Public Schools for an out year of the plan. In addition, the decision to program these funds in that way reflects a statement of priorities and needs, not something that is binding for the future, since there is no appropriation for funds in the out years of the plan. Based on the discussion, the Committee decided that they should come up with a term other than "capital reserve" that is more reflective of the intent of this allocation.

Following the discussion, the Committee approved a motion to approve the revised version of the capital plan, by the following vote:

Joseph Barr: Yes (seconded motion for approval),
Ida Cody: Yes,
Kate Leary: Yes,
Kate Loosian: Yes,
Phyllis Marshall: Yes,
Michael Mason: Absent,
Chris Moore: Yes (made motion for approval),
Angela Olszewski: Yes,
Sandy Pooler: Yes,
Jon Wallach: Yes,
Timur Kaya Yontar: Yes.

Review of Capital Budget: The Committee reviewed the most recent draft of the presentation to FinComm and made minor edits to get the presentation ready for

transmission to FinComm. Mr. Pooler provided clarification regarding the vote that we are requesting from FinComm, so that it could be properly shown in the presentation. Finally, the Committee decided to use a photo of a beam being installed as part of the Central School Renovation project as the cover photo for the presentation.

New Business: There were no new business items.

Meeting Adjournment: The meeting adjourned at 7:20pm, based on the following vote:

Joseph Barr: Yes (made motion to adjourn),
Ida Cody: Yes,
Kate Leary: Yes,
Kate Loosian: Yes,
Phyllis Marshall: Yes,
Michael Mason: Absent,
Chris Moore: Yes (seconded motion to adjourn),
Angela Olszewski: Yes,
Sandy Pooler: Yes,
Jon Wallach: Yes,
Timur Kaya Yontar: Yes.