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BY *Jeanne Maltese*
ASST. TOWN CLERK

TOWN OF EAST WINDSOR
CAPITAL IMPROVEMENT PLANNING COMMITTEE
December 8, 2009

The meeting was called to order at 5:36 p.m. at the Park Hill Community Hall.

ATTENDANCE

Denise Menard, Chairman
John Burnham
Marie DeSousa
Joseph Pellegrini
Kathleen Pippin
Al Rodrigue
Mark Simmons
Blaine Simpkins

Unable to attend: Len Norton (scheduled)

Also present: Cathy Cabral, Town Treasurer

PUBLIC PARTICIPATION – None

*****MOTION: To go out of agenda order to New Business Items
Made by Mr. Burnham; seconded by Mr. Simmons
ALL MEMBERS IN FAVOR. MOTION CARRIED.**

NEW BUSINESS

Parks & Recreation Department

Melissa Maltese, Director of the Parks and Recreation Department came before the committee.

Boundless Playground:

She presented updated quotes and playground design. Phase I is in and going well, the playground is being used daily. Phase II is planned for 2010.

Town Hall Annex Parking Lot

Ms. Maltese explained that the Annex parking lot needs to be replaced; there are sink holes and pot holes. Ms. Menard agreed that the parking lot needs repair, upgrade and replacement. It's a liability waiting to happen and outlined how much it is used. It's the worst parking lot in town. Ms. DeSousa mentioned a lawsuit was filed last year from a poor lot condition. Mr. Pelligrini inquired about the railings, etc., Ms. Maltese her request was only for paving of the parking lot. Mr. Rodrigue suggested that the lot

should be prioritized, due to its poor condition. Ms. DeSousa questioned the tally of costs and Ms. Maltese produced documents to show a complete cost.

Parking Rail Project

Ms. Maltese stated that the old telephone poles are deteriorating and residents are parking on the grass, which in turn does drainage damage. The plan is to use a wood timber rail. Parking rails at the Annex provide a safety measure because of children's use of play around there. Parking rails would also keep children away from the Ambulance vehicles exiting the parking area.

East Windsor Park Projects

The Park Pavilion Bathrooms and Kitchen need updating for ADA requirements. Mr. Rodrigue inquired about revenue requirements from the Park pavilion.

Dredging of the Reservoir

The reservoir is a creek fed body of water and has silt build up. The last time the reservoir was dredged was over ten years ago, therefore the water quality becomes poor more often. Mr. Simmons inquired about contacting the farmers up stream to regulate fertilizing and contour plowing of farm land to reduce runoff.

Replacement of Lower Drain Pipe to the Reservoir

The pipe is extremely old, there is some life left, but we need a preventative maintenance plan;

***At 6:00 p.m. Mr. Pellegrini stepped out of the meeting and returned at 6:05 p.m.

Basketball Court Refurbishing

The Basketball court is again another safety issue. The court is over 10 years old and needs a preventative maintenance plan. The basketball court at Osborn Park is 15 years old.

Engineering Study and Cost Analysis for Aquatic Facility

Ms. Maltese mentioned the nice Aquatic Facility in South Windsor. Mr. Rodrigue brought up the high cost of maintenance at the facility in South Windsor and felt this was a costly project and not in the best interest of the town, citing the cost of \$35,000.00 just to study it.

Storage Grounds and Office Facility

Ms. Maltese has been asking for more storage over the last several years. Storage is all over the town in various locations. Departments could run more efficiently if storage wasn't handled differently, Parks & Recreation could offer more programs. Ms. Menard inquired if this is to be in conjunction with Public Works need for space? Ms. Maltese stated that Parks & Recreation would be able to vacate the bay at the Town garage and that would allow room for expansion. Ms. DeSousa asked about quotes given for this project. Ms. Maltese stated that there were no updated quotes and presented past years quotes.

Scoreboard Installation Project

Ms. Maltese explained that having a score board installed would create an environment where people would want to go to events. Installation, in turn would improve rentals and competition at the parks. Mr. Rodrigue suggested using a scoreboard to advertise and receive revenue from the ads. Ms. Menard asked Ms. Cabral about donations and contributions. How is this revenue categorized in our budget? Mr. Burnham inquired as to just how much local use is there in our sports fields. Ms. Maltese said there is a lot of local use.

Town Wide Sign Project

Town Buildings and Parks are not well identified. The sign project promotes better use and needed publicity of events, for example, "Voting Today" "Registration", etc. It would be resident friendly. Ms. Menard mentioned that she had included this under her budget request and suggested Ms. Maltese remove this from her request because it is duplication. Mr. Rodrigue felt that the "Scantic River Park" should be improved and cleaned up for use. It's a great place for people's use and a great asset to the town. Ms. Menard said this area doesn't fall under the East Windsor Parks and Recreation Department. Ms. Maltese would look into this.

Planning & Development

Ms. Laurie Whitten, Director of Planning and Development came before the committee.

State Mandated requirement to update the Plan of Conservation and Development (POCD) every ten years.

Ms. Whitten presented requests to update the Plan of Conservation and requests for consultant fees. Ms. Whitten bought down costs some what and asked to postpone this until next year due to the condition of economic times. Hopefully the economy will improve.

Assessor

Ms. Carol Madore, Town Assessor came before the committee.

Revaluation of Real Estate

Ms. Madore offered a more conservative request than last year (\$200,000.00). Ms. Madore has been working with John Cahill on her staff. Mr. Cahill performs field work for the Assessors office and does a good job.

Residents have refused access to interior inspections. This is something that needs to be addressed. The majority of the work will be done by office staff. Mr. Rodrigue inquired as to how revals are done? Revals take place every five years. The last reval was done in 2007. Ms. Menard inquired about pushing back the reval. Ms. Madore stated as proposed by legislation we may be able to and would keep an eye on this. Possible shared services with other towns and grants. We plan to begin the reval sometime in 2010.

Ms. Madore inquired if the town would consider not doing an in house reval? Ms. Menard stated that this is more of a discussion for the Board of Selectmen and Board of Finance. Ms. DeSousa stated we need to look at future reval costs to the town and we need to be ready. Ms. Madore stated that the last reval created thirty six court battles. Ms. Cabral stated that there is \$50,000.00 allocated for the 2009-2010 reval. Ms. Menard stated we need to provide a budget amount every year for the reval.

APPROVAL OF SPECIAL MEETING MINUTES

MOTION: To approve the meeting minutes of December 2, 2009

Made by Mr. Burnham, Ms. DeSousa

ALL MEMBERS IN FAVOR. MOTION CARRIED

The next Capital Improvement Planning Committee meeting is scheduled January 4, 2010 at 6:00 p.m. at Park Hill Community Hall.

ADJOURNMENT

MOTION: To adjourn at 7:05 p.m.

Made by Mr. Burnham, seconded by Mr. Rodrigue

ALL MEMBERS IN FAVOR. MOTION CARRIED

Respectfully submitted,



Jennifer R. Browne
per Mark Simmons