

Town of East Windsor
Capital Improvements Planning Advisory Committee
Minutes of Special Meeting
Thursday, January 12, 2012

These minutes are not official until approved at a subsequent meeting.

Members Present: Denise Menard, Al Rodrique, Dale Nelson, Joseph Sauerhoefer,
Richard Pippin, Len Norton, and Kathleen Pippin

Members Absent: Blaine Simpkins, Joseph Pellegrini

Others: Cathy Cabral

Press: None

I. Call to Order

First Selectman, Denise Menard called the special meeting to order at 6:03 p.m. in the Town Hall, 11 Rye Street, Broad Brook, Connecticut.

II. Attendance

Dale Nelson

Len Norton

Kathleen Pippin

Richard P. Pippin Jr.

Joseph Sauerhoefer

Al Rodrique

Denise Menard, First Selectman

Catherine Cabral, Treasurer

Alan Baker, Selectman

Jason Bowza, Board of Finance

Presentations:

WPCA

Ed Albozek, Paul Anderson, Art Enderle and Tom Davis presented their request for roof repairs. Ed explained that they are really dealing now with a six year plan due to the fact that they were only allocated \$25,000 for the first year of the plan instead of the \$50,000 that is needed. Plan being is to do a roof per year. They completed the first roof this December and are now looking to continue the project as this is a mandate from DEEP. Len Norton questioned if there is a specific order that they want the roofs done. It was indicated that they have been prioritized. They did save some money on the first roof by doing some work themselves. Emphasis is that they need to get back on track so that the facility operations will have no health or safety issues and will not receive a "consent order". Len questioned the difference in the amounts submitted per year on the plan and was told that it is due to the different sizes of the roofs. Art Enderle did mention that the roof replacements will be good for 30 years replacing the roofs that were only good for 15 years.

GIS

Ed Albozek and Laurie Whitten spearheaded this request which will include many departments of the Town (planning & development, engineering, WPCA, building, assessor's etc.) This would be a continuation on what has already been started. As more layers of the GIS is added the more beneficial it is to the Town. What are needed at this point are a plotter and the software for it. Possibly the plotter would be located at the WPCA facility. The pros of these requests were discussed at length. Because there are three requests being submitted this needs to be put together in order for the committee to evaluate this request, Laurie Whitten offered to do this. A lengthy discussion was also held regarding where these funds would be in the budget and who would have access. Ms. Menard assured the group that this would be able to be done. Joe Sauerhoefer saw the total request for the first year being \$65,000.

Planning & Development Department/ Permitting Software

Laurie Whitten and Robin Newton presented the request for Permitting Software with the FYE 2013 being \$51,000. The software they are looking for will benefit many departments and streamline the permitting process for the Town. The group requesting this software has had a demonstration of the software that was initiated by CRCOG and is going State wide. A lengthy discussion was held regarding the fact that it would not only help a lot of the Town departments but it would make it easier for the public. After the initial cost there will be maintenance costs per year. Maintenance costs are based on your population. Ms. Menard questioned whether this should be under IT? Ms. Nelson felt that the \$51,000 was allot to ask for in one year, but thought it was a good idea. Al Rodrique. asked how many other Towns are using this software it was indicated that as of now 12-15. Art Enderle/WPCA injected that he supports this request and that the WPCA would be willing to pay their fair share of the maintenance cost. Ms. Menard questioned if this could be ordered in pieces? It was discussed and felt that probable to keep the cost down it was being bundled together. Ms. Menard asked the members if they would like to have a demonstration of the software, there was little interest. Joe Sauerhoefer indicated that he has used the software in his business in the Town of Manchester and found it awesome.

Planning & Development Department/ Plan of Conservation

Laurie Whitten presented her request in the total amount of \$75,000 (2013 \$50,000 /2014 \$25,000). The 10 year update of the Plan of Conservation and Development is statutorily mandated and must be completed by September 2014. Request includes hiring of consultant, workshops, surveys, maps, re-write and printing costs. Funding for this had been requested in the past. Laurie does not feel that the update has to be as extensive as the last one. A discussion was held regarding the importance of getting the public involved. Ms. Menard questioned if we have to go out to bid? Laurie indicated yes, but maybe the last person that did it, Planimetrics will be able to come in with a good figure.

Human Services Department

Ms. Menard indicated that most of the requested submitted should not be in CIP due to the \$ figures submitted but thanked her for the excellent backup that was submitted with her requested. Her requests will be resubmitted through the budgeting process.

Senior Services Department

Elizabeth Burns presented her requests. She first expressed the importance of allocating \$20,000 per year for new vehicles for the senior center transportation program and the importance of the maintenance services and the tires. Ms. Menard indicated that the vehicle maintenance needs to be a part of the regular budget for the senior center along with the other requests submitted. Ms. Burns expressed that again this year she is looking to have a new senior center. Ms. Menard injected that they are looking into having UCONN engineering to design a new center in preparation of submitting for a Small Cities grant.

Park & Recreation

Melissa Maltese presented her requests. Her first was part of her wish list to install scoreboards at the East Windsor Park site, and Abbe Road Soccer complex to enhance of facilities. Next request was the Boundless Playground Phase II to complete the current playground to provide a fully inclusive playground for children with specials needs. She is also looking into grant funds for this project. The basketball court refurbishing at Osborn field/ Pierce Park she feels is critical for the health and safety for those that use the facilities. Ms. Maltese request for EW Park Repairs is to update pavilion bathrooms and kitchen which would make them ADA compliant. She has had to turn away rentals because the facilities are not ADA compliant. The critical part of her request is the replacement of the lower drainage pipe for the swimming area. Asked what she would do first and she indicated the drainage pipe.

Art Enderle/ WPCA at this point inject with a question to the committee” Have you come up with a figure of what you will be funding? Answer was NO

Assessor

Carol Madore presented her request regarding the 10/1/2017 Revaluation. Request is for the costs involved in doing a revaluation of all real restate – October 1, 2017. Although she has funds in the budget now she stills needs to allocate these funds. Anticipates the cost is probably going to be less than in the past due that she has staff working now and more staff time will be utilized for this reval than in the past.

Adjournment

It was **MOVED** (Norton) and **SECONDED** (Nelson) and **PASSED** (U) that the Capital Improvements Plan Advisory Commission adjourns the January 12, 2012 special meeting at 8:10 p.m.

Respectfully submitted,

Becky MacDonald
Recording Secretary