

**CAPITAL IMPROVEMENT PLANNING ADVISORY COMMITTEE  
TOWN OF EAST WINDSOR  
11 RYE STREET  
EAST WINDSOR, CONNECTICUT 06088**

**MINUTES OF SPECIAL MEETING**

**Tuesday, January 24, 2013 at 5:30 p.m.**

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

**Members Present:** Denise Menard, Dale Nelson, Len Norton, Joseph Pellegrini, Kathleen Pippin, Richard P. Pippin, Al Rodrigue, and Joseph Sauerhoefer.  
**Members Absent:** None  
**Others:** Catherine Cabral, Treasurer; Melissa Maltese, Director of Parks and Recreation; Dr. Theresa Kane, Superintendent, East Windsor Public Schools; Linda Guiliano, Business Manager, East Windsor Public Schools.  
**Press:** None

**I. Call to Order:**

First Selectwoman Denise Menard called the Special Meeting to Order at 5:38 p.m. in the East Windsor Town Hall, Conference Room, East Windsor, Connecticut.

**II. Attendance**

Dale Nelson  
Len Norton  
Joseph Pellegrini  
Kathleen Pippin  
Richard P. Pippin, Jr.  
Joseph Sauerhoefer  
Al Rodrigue  
Denise Menard, First Selectwoman  
Catherine Cabral, Treasurer

**III. Public Participation**

None.

**IV. New Business/a. Approval of January 8, 2012 Meeting Minutes:**

Postponed to next Meeting.

**b. Capital Improvement Presentations**

## **1. East Windsor Parks and Recreation Department:**

Appearing to present the CIP requests was Melissa Maltese, Director of Parks and Recreation. Mrs. Maltese reported that two of the projects previously requested under the CIP – the basketball court at Osborne Field, and the scoreboard at Abbe Road - have been removed as she was able to fund these projects via other sources.

The 2013 CIP requests are as follows:

### **East Windsor Park:**

- 1. Update Pavilion Kitchen and Bathrooms:** Mrs. Maltese reported the Pavilion is rented nearly every weekend from the end of May through the end of September and therefore generates revenue for the Parks and Recreation Department. Components of the Summer Camp Program also are held at the Pavilion. Mrs. Maltese noted the kitchen doesn't contain stoves or ovens for cooking; it's actually a food preparation area. This kitchen is not the Snack Bar facility which serves food to the public. She reported a frequent response to a survey of people using the Pavilion has indicated they would like more counter space within the kitchen, and updated bathrooms.
- 2. Dredging of East Windsor Reservoir:** Mrs. Maltese reported dredging the reservoir will remove algae accumulation, and allow Staff to provide a better swimming depth.
- 3. Replacement of lower drain outlet within the reservoir:** Mrs. Maltese reported the current drain outlet has been in place some time – probably since the creation of the park.

### **Playground Replacement Plan:**

Mrs. Maltese reported some existing structures are aging, and replacement parts for the older equipment is becoming difficult to find as many original companies are going out of business. She noted many of the neighborhood parks – for example Prospect Hill Park – are the only access to playgrounds for nearby residents. Mrs. Maltese is proposing a plan to replace equipment at various locations over the 5 year plan.

### **Boundless Playground Phase II:**

Mrs. Maltese reported this proposal is for the second component of equipment for the Boundless Playground. She noted she has been trying to acquire grants to fund this equipment but organizations offering grants want to see matching funds up front which have been dedicated specifically to the project under consideration.

Discussion followed. Mrs. Maltese noted those organizations offering grants are looking for a financial commitment from the Town dedicated to the project before them.

Discussion followed regarding prioritization of projects.

**Irrigation and well installation at Softball Field at East Windsor Park:**

Mrs. Maltese reported this project is a long term investment; it would be an improvement to the lighted softball field at the Park.

Discussion followed regarding options for providing water to this facility.

**2. East Windsor Senior Services:**

First Selectman Menard reported Elizabeth Burns was unable to attend the Meeting this evening. Brief review of the requests submitted occurred. The Committee requested the attendance of the Transportation Director at a subsequent Meeting along with Ms. Burns.

**3. East Windsor Board of Education:**

Dr. Theresa Kane, Superintendent of East Windsor Public Schools, and Linda Guiliano, Business Manager joined the Committee at the table. They submitted a revised 2013 – 2014 CIP request, noting they have now broken security projects out into one specific category.

Dr. Kane noted the projects indicated in yellow have been completed during this fiscal year.

**Security Projects:**

- 1. Installation of day and night security camera and locks**
- 2. Replacement of front and rear doors**
- 3. Auxiliary gym connector and beam and replacement of 5 doors**
- 4. Replacement of window hinges, handles and locks, 10 windows - HS**
- 5. Replacement of 4 exterior doors**
- 6. Replacement of windows hinges, handles and locks, 10 windows, MS**

Discussion followed, including incorporation of ADA in project scope.

Dr. Kane also noted the following projects proposed for FY 2014:

**Redesign and update to an ADA approved Nurse suite, MS**  
**Wiring and appropriate temperature control environment for data closets**

Discussion followed.

**c. Discussion of future meeting dates**

The Committee agreed to the following subsequent meeting dates: January 30<sup>th</sup> (Wednesday); February 4<sup>th</sup> (Monday); and February 11<sup>th</sup> (Monday). All Meetings to be held in the Town Hall Conference Room from 5:30 p.m. to 7:00 p.m.

**V. ADJOURNMENT:**

**MOTION: To ADJOURN the January 24, 2013 Regular Meeting of the East Windsor Capital Improvement Planning Advisory Committee at 7:00 p.m.**

**Sauerhoefer moved/Nelson seconded/VOTE: In Favor: Unanimous**

Respectfully submitted,  
Peg Hoffman, Substitute Recording Secretary