

**CAPITAL IMPROVEMENT PLANNING ADVISORY COMMITTEE
TOWN OF EAST WINDSOR
11 RYE STREET
BROAD BROOK, CONNECTICUT 06016**

**MINUTES OF SPECIAL MEETING
Tuesday, December 16, 2014, at 5:30 p.m.**

*******Draft Minutes - These minutes are not official until approved at a subsequent meeting*******

Members Present: Joe Sauerhoefer (Chairman); Dale Nelson, Selectman; Len Norton, Town Engineer/Director of Public Works; Kathleen Pippin, Richard P. Pippin, Jr., and Denise Menard, First Selectman (Advisor).

Members Absent: Al Rodrigue; Cindy Herms, Board of Finance liaison; Kim Lord, Treasurer.

Others Present: Jason Bowsza, Selectman.

Press: None

I. Call to Order:

Chairman Sauerhoefer called the Special Meeting to Order at 5:34 p.m.in the Meeting Room of the East Windsor Town Hall, Broad Brook, Connecticut.

II. Attendance:

See record of attendance above. A quorum was established with five members present.

III. Approval of December 8, 2014 Meeting Minutes:

MOTION: To APPROVE the Minutes of the Special Meeting of the Capital Improvement Planning Committee dated December 8, 2014 as written.

Nelson moved/K. Pippin seconded/

DISCUSSION: None.

VOTE: In Favor: Unanimous

IV. New Business/Discussion of Capital Improvement Plan – Department Requests:

a) Broad Brook Volunteer Fire Department:

Chief Thomas Arcari and Assistant Chief Gerald Bancroft joined the Committee. The Broad Brook Fire Department (BBFD) has submitted the following two requests under the 2015 – 2016 CIP Budget:

- Replacement of bunker gear for firefighting staff - \$36,651.00

- Replacement of Duty Officer vehicle - \$35,000.00 for FY 2015 – 2016 and \$35,000.00 for FY 2016 – 2017 (estimated total \$70,000.00.00).

Chief Arcari and Assistant Chief Bancroft noted a set of bunker gear can last for up to 10 years. The budget request would replace 15 sets of firefighting gear which is nearing the end of their lifespan.

Chief Arcari reported the association purchased the current Duty Officer's vehicle, but can no longer fund it through the annual budget. Discussion followed regarding the estimated cost of the vehicle. The Committee requested Chief Arcari and Assistant Chief Bancroft to provide a more firm cost for this vehicle.

b) Warehouse Point Fire District:

Deputy Chief Rich Austin and Captain Mark Morell joined the Committee. The Warehouse Point Fire District has submitted the following requests under the 2015 – 2016 CIP budget:

- Replacement of Engine 638 - \$500,000.00 for FY 2015 – 2016, and \$500,000.00 for FY 2016 – 2017. (estimated total \$1,000,000.00)
- Replacement of Thermal Imaging Camera - \$14,000.00 FY 2015 – 2016.
- Replacement Brush Truck Service Vehicle - \$100,000.00 FY 2015 – 2016.
- Hurst Rescue Equipment Cutters and Spreaders - \$54,500 FY 2015 – 2016.

Captain Morell reported the vehicles being replaced are old – the current pumper was built in 1990 and the current brush truck was purchased in 1969. Both vehicles have exceeded their anticipated lifespan. Deputy Chief Austin and Captain Morell noted the improvement in newer Hurst rescue equipment and the impact on a department's ability to access damaged vehicles. It was noted the thermal camera would provide three cameras for the department's use.

Discussion followed regarding similar vehicle purchases made by surrounding departments, and the cost and number of vehicles purchased. The Committee requested the WHPFD to provide more specific prices for the vehicles, and to prioritize the significance of their requests.

c) East Windsor Police Department:

Chief DeMarco joined the Committee. The Police Department is requesting the following items under the 2015 – 2016 CIP budget:

- Replacement of four older, high-mileage vehicles - \$148,000.00 for FY 2015 – 2016.
- (6) Digital in-car video cameras - \$39,310.00 for FY 2015 – 2016.

Chief DeMarco reported the department continues on its plan to replace older, high-mileage vehicles with newer, more cost efficient models. He also noted the importance of equipping the six main line vehicles with dash mounted video cameras. Chief DeMarco reported on the improvements in the digital technology, which would enable officers to access information from the cruisers. Chief DeMarco noted there are no grants currently available to assist with the purchase of the cameras.

d) East Windsor Emergency Management:

Chief DeMarco reported he is requesting the following item for the Emergency Management Department under the 2015 – 2016 CIP budget:

- Purchase of portable generator - \$132,000 for FY 305 – 2016.

Chief DeMarco noted the Town currently lacks a location for an emergency shelter. Purchase of a portable generator would enable Emergency Management personnel to establish a shelter at the following locations: the East Windsor High School, the Broad Brook Fire Station, or the Town Hall Annex.

V. Public Participation

No one requested to speak.

VI. Invoice approval:

Chairman Sauerhauer signed the invoice submitted by the recording secretary.

VII. Adjournment:

MOTION: To **ADJOURN** the December 16, 2014 Special Meeting of the East Windsor Capital Improvement Planning Advisory Committee at 6:32 p.m.

Nelson moved/Norton seconded/VOTE: In Favor: Unanimous

Respectfully submitted, _____
Peg Hoffman, Recording Secretary for the East Windsor Capital Improvement Planning Advisory Committee