

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

**MINUTES OF SPECIAL MEETING**

**Monday, December 22, 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., Cindy Herms, Board of Finance liaison, and Denise Menard, First Selectman (Advisor); Kim Lord, Treasurer (Advisor).

**Members Absent:** Al Rodrigue;

**Others Present:** Town Staff: Carol Madore, Assessor; Dr. Theresa Kane, Superintendent of Schools; Roger Baker, Facilities Manager, East Windsor Schools; Board of Education Members: Chris Mickey, Chairman; Cathy Simonelli, Scott Morgan.

**Press:** None

**I. Call to Order:**

Chairman Sauerhoefer called the Special Meeting to Order at 5:38 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 18, 2014 Meeting Minutes:**

**MOTION:** To APPROVE the Minutes of Special Meeting of the Capital Improvement Planning Committee dated December 18, 2014.

Nelson moved/D. Pippin seconded/

**DISCUSSION:** None

**VOTE:** In Favor: Unanimous

**IV. New Business/a) Discussion of the 2015 – 2016 Capital Improvement Plan – Board of Education:**

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Dr. Kane, and the Board of Education Members noted above joined the CIP Committee for discussion.

See Attachment A for items requested for the FY 2015 – 2016 through FY 2019 – 2020.

Dr. Kane and BOE Chairman Mickey addressed the CIP requests for FY 2015 – 2016:

- New pick-up truck replaces the current 1996 vehicle - \$33,820
- Replacement of Middle School boilers originally installed in 1966 - \$221,000.00 - \$250,000.00
- Replacement of Middle School roof - \$3,673,321 (including installation of solar panels). It was noted the roof is 26 years old; insulation installed at the same time has become corrosive and is damaging the decking. They anticipate applying for a State grant which would provide 58% reimbursement of the project. If the town chooses to include the addition of solar panels to the new roof additional funding sources may be available.
- Auxiliary gym connector and add missing cross bracing - \$125,800.00

Dr. Kane continued review of subsequent CIP requests through FY 2019 – 2020. See Attachment A for specific projects and associated costs.

**New Business/a) Discussion of the 2015 – 2016 Capital Improvement Plan – Town Departments:**

**Assessor:**

Mrs. Madore reported this CIP request is to fund the next revaluation which must be completed in February 2018. The request is for \$75,000.00 in FY 2015 – 2016, \$50,000.00 for FY 2016 – 2017, and \$50,000.00 for 2017 – 2018.

Discussion followed regarding the process to accomplish the revaluation, status of software, acquisition of grants, and the possibility of partnering with other communities to share the cost.

**Public Works:**

Mr. Norton presented the following CIP requests:

- Replacement of Park and Recreation vehicles and equipment - \$50,000.00 FY 2015 – 2016, and subsequent years through FY 2019 – 2020 for an estimated five year total cost of \$250,000.00.
- Replacement of Public Works vehicles and equipment - \$200,000.00 FY 2015 – 2016, and subsequent years through FY 2019 – 2020 for an estimated five year total cost of \$1,000,000.00.
- Repair of Town-wide sidewalks - \$20,000.00 FY 2015 – 2016 and subsequent years through FY 2019 – 2020 for an estimated five year total cost of \$100,000.00.
- Repair of Town-wide drainage - \$75,000.00 FY 2015 – 2016 and subsequent years through FY 2019 – 2020 for an estimated five year total cost of \$375,000.00.

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- Replacement or purchase of DPW facilities equipment - \$20,000.00 FY 2015 – 2016 and subsequent years through FY 2019 – 2020 for an estimated five year total cost of \$100,000.00.
- Pavement management - \$1,500,000.00 FY 2015 – 2016 and subsequent years through FY 2019 – 2020 for an estimated five year total cost of \$7,500,000.00.

Mr. Norton noted that replacement of the Park and Recreation equipment includes a Bobcat or similar piece of equipment to clear the sidewalks; adding a sweeper would enable staff to add materials to the sidewalks during the clearing process. They also need a trailer to carry equipment to multiple sites.

Vehicle replacement for Public Works includes a six-wheel dump truck with plow. Replacement of the facilities equipment for Public Works includes equipment to support the department mechanic in repair of Town vehicles.

Mr. Norton reviewed the sidewalks proposed for repair, and noted they are considering adding two new areas to provide access to Reservoir Park, and also along Old Ellington Road near the school.

Mr. Norton discussed the various options for pavement management, the process for each method, and the cost.

**Park and Recreation Department:**

Mrs. Maltese, who is currently on maternity leave, will attend a January 2015 CIP Meeting to present her requests.

**Next CIP Meeting:**

Monday, January 15, 2015 at 5:30 p.m. in the Town Hall Meeting Room.

**V. Public Participation**

No one requested to speak.

**VI. Invoice approval:**

Chairman Sauerhoefer reviewed and signed the invoice submission.

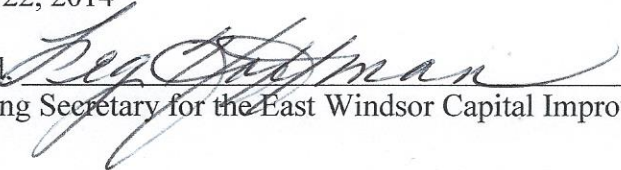
**VII. Adjournment:**

**MOTION:** To **ADJOURN** the December 22, 2014 Special Meeting of the East Windsor Capital Improvement Planning Advisory Committee at 6:35 p.m.

D. Pippin moved/Norton seconded/VOTE: In Favor: Unanimous

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Respectfully submitted,

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

ATTACHMENT A: East Windsor Public Schools (five year) CIP Plan.

**East Windsor Public Schools  
Capital Improvement Plan  
2015 - 2016**



*CIP 12.22.2014  
ATTACHMENT A - BOE*

Year	Facility	Priority	Description	Local	State	Total Outlay
FY 2016	District	C	New pick-up truck	33,820		33,820
	MS	C	Replacement of original 1966 boilers	250,000		250,000
	MS	C	Replace 25 year old Middle School roof	3,673,321		3,673,321
	HS	C	Aux.gym connector and cross bracing	125,800		125,800
			<b>Sub Total 2016</b>	<b>4,082,941</b>		<b>4,082,941</b>
FY 2017	BB HS	M	Removal of underground oil tanks and gas conversion BB	90,000		90,000
	District	C	Rewire to Cat-6 Data wiring	200,000		200,000
	MS	S	Purchase of storage area - large shed 12" x 24'	22,200		22,200
	BB	S	Sand and finish gym floor & stage floor Broad Brook	25,000		25,000
			<b>Sub Total 2017</b>	<b>247,200</b>		<b>247,200</b>
FY 2018	HS	C	Complete renovation including minor reconfiguration and finishes for possible use of as an emergency shelter	246,000		246,000
	HS	C	Replacement of roof in B-wing area	101,920		101,920
	MS	C	Replace all windows with energy efficient windows with screens	200,000		200,000
	MS	C	Renovate boys and girls locker rooms to be handicapped accessible, including lift or elevator, toilet areas, and showers.	451,000		451,000
			<b>Sub Total 2018</b>	<b>998,920</b>		<b>998,920</b>
FY 2019	HS	C	Window replacement throughout the building	250,000		250,000
	HS	S	Air condition for gym High School	154,110		154,110
	MS	S	Air conditioning for the Cafeteria, Auditorium and Main Office	150,000		150,000
			<b>Sub Total 2019</b>	<b>554,110</b>		<b>554,110</b>
FY 2020	BB	C	Removal of Asbestos floor tile	342,500		342,500
	BB	S	AC café	65,250		65,250
	MS	C	Removal of asbestos floor tile	567,500		567,500
			<b>Sub Total 2020</b>	<b>975,250</b>		<b>975,250</b>
			<b>Total</b>	<b>6,858,421</b>		<b>6,858,421</b>

Priority Rank	Source of Funds
M. Mandated or Obligated: projects previously contracted for or those mandated by code, statute or regulation.	A. Current year's Capital Budget
C. Critical Repair or Improvement: projects that will eliminate conditions that imperil health or safety or replace unsatisfactory conditions or to provide essential services.	B. Financing - short or long term
S. Scheduled Repair or Improvement: planned projects that are necessary but can wait until scheduled funds are available.	C. Grants Federal, State, or Other
D. Deferrable: projects that are desirable for ideal operations but cannot be considered an immediate need.	