

CAPITAL IMPROVEMENT PLANNING COMMITTEE

TOWN OF EAST WINDSOR
11 RYE STREET
BROAD BROOK, CONNECTICUT 06016

MINUTES OF SPECIAL MEETING

July 13, 2015, Tuesday, 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 Al Rodrigue; Denise Menard, First Selectman (Advisor);

Members Absent: Kim Lord, Treasurer (Advisor).

Others Present: Cindy Hermes, Board of Finance Liaison to the CIP.

Press: None

I. Call to Order:

Chairman Sauerhoefer called the July 13, 2015 Special Meeting of the Capital Improvement Committee to Order at 5:35 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 all members present.

III. Approval of January 26, 2015 Meeting Minutes:

MOTION: To APPROVE the Minutes of Special CIP Meeting dated January 26, 2015 as written.

R Pippin, Jr. moved/Rodrigue seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

IV. New Business/Discussion of the Capital Improvement Plan as related to approval of 2015 – 2016 Budget:

The Committee had received an e-mail today from Treasurer Lord indicating the final CIP allocation for FY 16 as approved by the Board of Finance at its June 17, 2015 Meeting was \$667,006. Working towards the goal of reducing the CIP project requests to meet that figure the Committee made the following adjustments.

MOTION: To FUND the Revaluation for 10/1/2017 at \$50,000.00

Nelson moved/K. Pippin seconded/DISCUSSION: None.

VOTE: In Favor: Nelson/Norton/K Pippin/R Pippin, Jr/Rodrigue/

MOTION: To FUND \$80,000.00 for a portable generator to provide reliable emergency power for the High School, Broad Brook Fire Dept and Town Hall Annex, and a switch gear for the High School.

Nelson moved/Norton seconded/

DISCUSSION: Various Committee members recalled the past experience a couple of years ago in which the town could not adequately power the various locations for use by residents to shower, cook, or do little more than warm themselves during an extended storm emergency. Purchase of a portable generator would enable moving the equipment as necessary. It was noted the Broad Brook Fire Department has an older generator which is still working. Mr. Pippin felt the Committee should review other project requests prior to approving this expenditure.

VOTE: In Favor: Nelson/Norton/K Pippin/Rodrigue

Opposed: R. Pippin, Jr.

Abstained: No one.

MOTION: To REMOVE the \$20,000.00 funding for Facilities Equipment and use it to FUND the Warehouse Point Fire District Hurst Rescue Cutters and Spreaders.

Norton moved/Nelson seconded/

DISCUSSION: Mr. Pippin suggested combining the funding requests for both the Broad Brook Fire Department (Bunker gear replacement) and the Warehouse Point Fire District together. The remainder of the Committee members felt the requests should continue to be separated.

VOTE: In Favor: Nelson/Norton/K Pippin/R Pippin, Jr/Rodrigue/

MOTION: To FUND the request of the Broad Brook Fire Department for Bunker Gear Replacement at \$24,450.

Norton moved/R. Pippin, Jr.

DISCUSSION: The Committee reviewed the request to fund the Town's portion of the Dial-A-Ride Vehicle and reviewed support documentation regarding current vehicle age and mileage for several vehicles. It was felt the current request for \$23,000.00 for the Dial-A-Ride Vehicle could be deferred until next year.

Mr. Norton requested to move the question.

VOTE: In Favor: Nelson/Norton/K Pippin/R Pippin, Jr/Rodrigue/

MOTION: To FUND Town Wide Drainage at \$50,000.00

Nelson moved/R. Pippin, Jr./DISCUSSION: It was felt this amount would enable some drainage projects to be initiated.

VOTE: In Favor: Nelson/Norton/K Pippin/R Pippin, Jr/Rodrigue/

MOTION: To FUND Pavement Management at \$144,787.00.

R. Pippin, Jr., move/Nelson seconded/

DISCUSSION: Mr. Pippin felt the Committee should be funding replacement of the Town Garage Roof. Discussion followed regarding other funding sources for pavement management, such as LOCIP and TAR funding. Mrs. Hermes, speaking as the Board of Finance liaison suggested the BOF has also been considering bonding options. It was noted this funding is specifically identified to be spent for road improvements under the CIP's direction; other funding sources are not within the purview of the CIP Committee.

VOTE: In Favor: Nelson/Norton/K Pippin/R Pippin, Jr/Rodrigue/

MOTION: To FUND Chip Sealing Roads at \$75,000.00

Nelson moved/. Pippin, Jr./DISCUSSION: None.

VOTE: In Favor: Nelson/Norton/K Pippin/R Pippin, Jr/Rodrigue/

MOTION: To FUND Vehicle Replacement for the Police Department at \$74,000.00 for two (2) cruisers.

Norton moved/Nelson seconded/

DISCUSSION: The Committee recalled past discussions with Police Department Staff which prioritized replacement of cruisers over video equipment at this time.

VOTE: In Favor: Nelson/Norton/K Pippin/R Pippin, Jr/Rodrigue/

MOTION: To FUND Town Building Renovations at \$75,000.00.

Nelson moved/Norton seconded/

DISCUSSION: The Committee combined Town Hall renovations and Town Hall Annex and Police Department renovations under the new category Town Building Renovations as funds could be expended where necessary.

VOTE: In Favor: Nelson/Norton/K Pippin/R Pippin, Jr/Rodrigue/

MOTION: To FUND DPW Vehicle/Equipment Replacement at \$25,000.00.

Rodrigue moved/Norton seconded/DISCUSSION: None.

VOTE: In Favor: Nelson/Norton/K Pippin/R Pippin, Jr/Rodrigue/

MOTION: To RESTORE \$20,000.00 to Facilities Equipment at Public Works.

R. Pippin, Jr. moved/Nelson seconded/DISCUSSION: None.

VOTE: In Favor: Nelson/Norton/K Pippin/R Pippin, Jr/Rodrigue/

MOTION: To FUND \$28,769.00 for the Engineering/Architect study for converting the Town Hall Annex space to a Senior Center.

Norton moved/R. Pippin, Jr. seconded/DISCUSSION: None.

VOTE: In Favor: Nelson/Norton/K Pippin/R Pippin, Jr/Rodrigue/

V. Public Participation

Mrs. Hermes, BOF liaison to the CIP Committee, questioned if the current Senior Center could be used for the Youth Center? First Selectman Menard indicated that space was funded under a grant specifically for use as a Senior Center.

VI. Invoice approval:

Chairman Sauerhoefer approved the invoice submitted by the Recording Secretary.

VII. Adjournment:

MOTION: To ADJOURN the July 13, 2015 Special Meeting of the East Windsor Capital Improvement Planning Advisory Committee at 6:55 p.m.

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

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