

Town of East Windsor
Capital Improvement Planning Committee
Special Meeting Minutes – September 23, 2015

1. TIME AND PLACE OF MEETING

Joe Sauerhoefer, Chairman, called the meeting to order on September 23, 2015 at 6:05 p.m. at East Windsor Town Hall

2. ATTENDANCE

Members in Attendance:

Joseph Sauerhoefer, Chairman
Robert Leach
Dale Nelson
Kathleen Pippin
Richard P. Pippin, Jr.
Elzear Rodrigue

Also In Attendance Advisor(s):

Denise Menard, First Selectman

3. PUBLIC PARTICIPATION

Cindy Hermes, 12 Hamel Court

Ms. Hermes stated she is at this meeting as a resident, speaking as a residence, not in her role as Liaison to the Board of Finance. She expressed concern with the "School Nursing Station" project funding. She noted that it was not funded thru the CIP, the school decided to spend money, did the project, ran into problems and came back and asked for funding. Mr. Sauerhoefer and Ms. Menard detailed how the funding actually occurred for this project detailing the partial funding by the CIP and the Board of Education specifically and the timeframes of monies being released. In relation to the concerns expressed, it was suggested that Ms. Hermes discuss with the Board of Finance draft of a policy, implemented by the Board of Selectmen and Board of Finance, to address the concerns with CIP spending. It was also noted that now the Building Committee is involved in these projects, which is an added layer of assistance with these big projects.

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4. NEW BUSINESS

a. ELECTION OF CHAIRMAN

MOTION: To nominate and elect Joe Sauerhoefer, as Chairman of the Capital Improvement Committee for 2015/2016.

Made by: NELSON

Seconded by: K. PIPPIN

ALL MEMBERS IN FAVOR.

MOTION CARRIED.

b. APPROVAL OF JULY 13, 2015 MEETING MINUTES

MOTION: To approve the July 13, 2015 minutes, as corrected:

*Page 2, the Vote for Funding BBFD Bunker Gear Request
- note the Motion was "seconded by" R. Pippin Jr. and
add the language "MOTION CARRIED".*

Made by: R. PIPPIN JR.

Seconded by: NELSON

ALL MEMBERS IN FAVOR.

MOTION CARRIED.

c. SCHEDULE FUTURE MEETINGS

Meetings to be held at the East Windsor Town Hall, 11 Rye Street, Broad Brook.

Wednesday, September 30, 2015 at 6:30 p.m.

Thursday, October 8, 2015 at 6:00 p.m.

Thursday, October 15 at 5:30 p.m.

Wednesday, October 28 at 6:00 p.m.

*d. DISCUSSION OF 2015-2016 CAPITAL IMPROVEMENT PLAN
- ACTUAL FUNDING VS. ORIGINAL COMMITTEE
RECOMMENDATIONS
- COMMUNICATION REGARDING FUNDING OF CIP PROJECTS*

The CNR sheet in the packet of materials distributed shows what was actually funded. The form letter that went out to the departments was not in the packet, but will be provided in the future. It was noted by Ms. Menard that the form does provide for a five year plan.

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E. BEGINNING OF 2016-2017 CIP PROCESS

The packets were distributed to the Committee members for review – additional back up materials will be provided the night of each presentation by presenters.

It was noted that currently missing from the materials are packets for Town Properties and Emergency Management. Those will be provided at the next meeting.

5. ADJOURNMENT

MOTION: To adjourn at 6:35 p.m.

Made by: NELSON

Seconded by: LEACH

ALL MEMBERS IN FAVOR.

MOTION CARRIED.

Respectfully submitted,

cdc

Cynthia D. Croxford
Recording Secretary