

LITCHFIELD CAPITAL IMPROVEMENTS COMMITTEE
REGULAR MEETING
TUESDAY, DECEMBER 12, 2017
LITCHFIELD TOWN OFFICE BUILDING – 7:00 P.M.

Call to Order: Chairman David T. Wilson called the meeting to order at 7:04 p.m.

Present: Chairman Wilson, Leo Paul, Jr., Fran Carpentier, James Koser, Ed Evers, Raz Alexe and John Morosani, soon-to-be Board of Ed member of Capital. Stacey Dionne, Finance, also was present.

Absent: Ed Gadomski, Amaechi Obi

Motion: L. Paul moved to approve the regular meeting minutes of November 28, 2017, and F. Carpentier seconded. All voted aye and the motion carried.

Review Requests with Departments

a) Board of Education: David Fiorillo, School Business Manager, said they are requesting a school passenger van for transporting students out of district in the amount of \$38,500, with life expectancy of eight years. The school will fund the driver, and he said it would be more cost effective than leasing, with one year return on investment. As Mr. Fiorillo would like to have two vans and replace a maintenance vehicle next year, Mr. Wilson suggested he have a ten-year plan for vehicles as Public Works does. All-Star does maintenance on the vehicles. Mr. Paul asked for an estimate on maintenance and safety modifications needed for students in the vehicles. He also asked Mr. Fiorillo to identify the vehicles listed in the out years on Form B.

Motion: L. Paul moved to add to the next agenda on 12/19/17 an update from the Fire & EMS Commission. F. Carpentier seconded, all voted aye and the motion carried.

b) Public Works

(Public Facilities BOE): Raz Alexe said the Public Works presentation includes the BOE facilities, and he and Mr. Fiorillo will present that section together. All Board of Education facilities requests were explained. Mr. Fiorillo said they would like to replace at least one school phone system, although they put in for both LMS and LHS. On the LHS handicap accessible front doors, they overestimated costs and changed the request from \$27,500 to \$10,000. Mr. Paul then asked why the security system approved previously for \$20,000 has been defunded by the Board of Education while the bond is being carried. Mr. Fiorillo said this is being addressed by the BOE. Window replacement at LCS is necessary as the new windows installed seven years ago (residential grade) are all warping. Chairman Wilson complained that the contractor should have brought the defects in the specifications to the Town's attention. Without doing so the contractor was free to use a non-commercial grade window. For LHS partial roof replacement, Mr. Paul suggested a repair, rather than a roof replacement. The LHS restroom repair would preserve the floors and tiles to avoid gutting all 7 bathrooms. Mr. Wilson said Capital policy says physical building improvements are not routine expenses with a life expectancy greater than 10 years, and therefore should be an operational expense. Mr. Fiorillo said it is possible that the Board of Ed would support doing a couple bathrooms a year, and he withdrew the request. The LHS boiler was changed to \$40,000 as there is already \$55,000 available and two 2015 bids came in at \$79,000. The LIS hot water heater is not a replacement cost but rather an alternative option for \$17,500 based on propane, rather than oil. There was a recent leak that has been repaired with a patch and has been working well. The cover has had issues but the part can be replaced. For the air conditioning in the LCS

main offices and server room, D. Wilson suggested a high velocity retrofit that would eliminate the costly new duct work. Regarding the repointing of LHS exterior walls, it was suggested that this should be an ongoing operational maintenance item, but it was left in. D. Fiorillo said the BOE safety and security items have been prioritized from top to bottom.

Turning to Public Works items, Mr. Alexe gave a summary of his activity on capital since he has been with the Town in 2015. He is making sure the money is spent wisely and expects that at the end of 2018 they should be caught up with capital used money. There will be no carry over of capital funds.

Mr. Alexe then reviewed projects proposed in bridges, vehicles and equipment replacement, Town Aid grant funding, major roads, and town facilities. Changes made were:

Major Roads

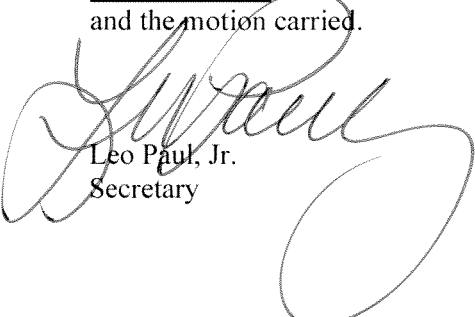
1. Catch Basin Cleaning: eliminate all catch basin cleaning and move to operating budget
2. Clark Road: reduce from \$330,939 to \$152,820

Town Facilities

3. Town Hall Repointing/Sealing: move out to 2019/20 (\$12,000)
4. Town Hall ADA & Restroom Upgrades: move out to 2019/20 (\$25,000)
5. Town Hall Flooring: move out to 2019/20 (\$10,000)
6. Town Hall Air Conditioning: move out to 2019/20 (\$45,000)
7. GIS System: eliminated (funded by Assessor \$20,000 and Seherr-Thoss Grant \$135,000)

Set Meeting Schedule for 2018: Deferred to next meeting

Adjournment: Motion: L. Paul moved to adjourn at 9:41 p.m. and J. Koser seconded. All voted aye and the motion carried.



Leo Paul, Jr.
Secretary