

LITCHFIELD CAPITAL IMPROVEMENTS COMMITTEE  
SPECIAL MEETING  
WEDNESDAY, DECEMBER 2, 2015  
LITCHFIELD TOWN OFFICE BUILDING – 7:00 P.M.

**Call to Order:** Chairman David T. Wilson called the meeting to order at 7:00 p.m.

Present: Leo Paul, James Koser, Edwin Evers, David W. Wilson, David T. Wilson

Absent: Frank Simone, and Amaechi Obi, Interim Finance Director

**Approve Minutes**

**a) Regular 11/17/15: Motion:** L. Paul moved to approve the meeting minutes of November 17, 2015. J. Koser seconded, all voted aye except David W. Wilson, who abstained because of absence, and the motion carried.

**Motion:** David W. Wilson moved to move Item c) Board of Education presentation to the December 8<sup>th</sup> meeting, and J. Koser seconded. All voted aye and the motion carried.

**Review Requests with Departments**

**a) Park & Recreation:** Brent Hawkins explained they are looking for funding to grind up the pavement from the basketball courts at community field and repave and paint them. He got a quote from S&S paving of \$27,000 with an additional \$5,000 for painting. He thought the quote would be firm for a couple years. Upon L. Paul's request, Mr. Hawkins updated the board on the Northfield field project. He said there is \$180,000 for this project where the ball field has eroded due to runoff and has made the infield 4-5 ft. lower than it once was. They have had delays and are finally moving along with the project. They plan to clean the culvert, do some drain work and move the playing field 25% over facing northeast. This plan would cost a lot less. Having the DOT add another catch basin on Rt. 254 and maintaining it would help a lot, too. This revised plan would probably only cost \$60,000. Chairman Wilson said that \$180,000 is already budgeted and must be used soon. He suggested they spend that money on the basketball resurfacing first, and then do the field later. These projects are both in the Park & Recreation's Ten Year Plan, so is allowable.

**b) Land Use:** Dennis Tobin said they have spent \$37,500 thus far and anticipate spending the other \$37,500 of the \$75,000 already budgeted for the regulation revisions by the end of March, 2016. They plan to issue the RFP in the first quarter of 2016 for the POCAD \$50,000 approved for 2015/16. In the second quarter they will hire someone and start the work. The rest of the POCAD work would be paid for by the 2016/17 request. The Form B was amended to reflect an existing figure for POCAD of \$50,000 and \$50,000 request for 2016/17.

**Motion:** L. Paul moved to change Item d) Fire & EMS to Item c) and add Item d) Public Works Review and Presentation. D. W. Wilson seconded, all voted aye and the motion passed.

**c) Fire & EMS:** Ed Evers said the townwide airpacks have to be completed in 16/17, so \$420,000 must remain. For the Litchfield firehouse bathrooms, they have \$114,454.80 and need \$120,000 (16/17) to complete the project. Prevailing wage requirements for projects over \$100,000 has driven the cost up. Mr. Paul noted that both the bathrooms and the roof project would be eligible for a STEAP grant. The roof replacement covers the hall, kitchen and apparatus room and was last replaced in 1985. The roof over the hall is currently leaking and they have spent \$2,600 in October for repairs. They need \$265,000 which included \$100,000 for the roof and \$165,000 to air condition the hall and kitchen. If they cut out the A/C, they would have to spend \$110,000 for the roof which includes \$10,000 for the engineering and the

structural work that will support the A/C units. Then they could move out the \$155,000 for the next year for the air conditioning. With the deletion of the air conditioning for 15/16, the total requests would be \$650,000 as opposed to \$805,000. John Campbell said the fire companies will begin adding building items to their annual truck lists. He also said they need to help East Litchfield get their project going, as they have \$250,000 still sitting there for repairs after four years.

**d) Public Works Review and Presentation:** Chairman Wilson prefaced by saying that with a total request for 16/17 of \$3.7 million, it is a half-million more than the total budget for last year, and the Board of Finance has lost its appetite for borrowing money.

#### Bridges

Naomi Boccio explained each bridge project, with the only possible push-out being the Culvert Sleeving and Repair on Mike Road (\$200,000). Three of the bridge projects have had scope changes by Cardinal Engineering that have increased them to a full replacement. Mr. Paul said that without the \$200,000, the bridges alone are nearly \$1 million for 2016/17, which is not palatable, but they are necessary state-approved projects.

#### Vehicles and Equipment

Naomi explained that the sweeper and chipper were both funded three years ago but not yet purchased, rendering the funds insufficient at this time. She suggested giving the previous sweeper funding (\$200,000) back, but Chairman Wilson explained that is not possible or legal. Unexpended monies past the respective deadlines must be put into a separate account. They will consult with Joe Fasi, Bond Counsel, on this matter. They will ask if vehicle money has to be used for vehicles or if it can be moved to help with items within another area of Public Works. Chairman Wilson asked Naomi for a list of projects including vehicles that were prior approvals but not yet completed, listing unspent monies. They should also include approved projects that were underfunded and could not go forward. Further, projects that are completed with excess funds remaining, both requiring and not requiring a State audit, should be listed. Naomi also noted capital projects from 2008/09 that have not yet been completed.

#### Major Roads

Naomi said the Norfolk Road Construction (\$285,166) should be removed from the 16/17 column since it was funded last year.

D. W. Wilson, as a member of the Board of Finance, said he felt last year's capital budget was too high and he voted against it. D. T. Wilson was hoping that a \$2.5 million budget this year would be acceptable to the Boards of Selectmen and Finance. L. Paul said the bids have to be put together more carefully so the projects are not underfunded. The Public Works requests will be further discussed at the next meeting.

**Review Remaining Requests and Set Department Meetings for 12/8/15:** The Police submission was not addressed.

**Adjournment: Motion:** D. W. Wilson moved to adjourn at 8:57 p.m. and J. Koser seconded. All voted aye and the motion carried.

Leo Paul, Jr., Secretary