

**LITCHFIELD CAPITAL IMPROVEMENTS COMMITTEE
REGULAR MEETING
TUESDAY, NOVEMBER 29, 2016
LITCHFIELD TOWN OFFICE BUILDING – 7:00 P.M.**

Call to Order: Acting Chairman Leo Paul, Jr. called the meeting to order at 7:00 p.m.

Present: Leo Paul, James Koser, Edwin Evers, David W. Wilson, David T. Wilson (7:50 p.m.) and Raz Alexe. Also present were members of the fire departments, John Bongiorno (BOE), Brent Hawkins and Ray Schmid (Park & Recreation).

Approve Minutes

a) Regular 11/15/16: Motion: J. Koser moved to approve the meeting minutes of November 15, 2016, and E. Evers seconded. All voted aye except D. W. Wilson, who abstained because of absence, and the motion carried.

Review Requests with Departments

a) Fire & EMS Commission: Ed Evers summarized previously funded projects and presented the five projects proposed for 2017/18 with the help of East Litchfield Deputy Chief Jon Catey and Fire Commission Chairman John Campbell. The departments are trying to consolidate equipment to have a minimum number of trucks in service that are well utilized.

1. East Litchfield Engine 25 Brush Truck (1976): This engine is old and unreliable and they are looking to replace it at a cost of \$240,000 with a mini-pumper brush truck. The Fire Commissioners had many previous discussions about single purpose brush truck vs mini-pumper. A CDL is not required to drive it. It is a bare bones minimum requirement piece of equipment.
2. LVA is looking to replace its 2009 C-9 ambulance. LVA is funding \$75,000, leaving \$100,000 in the capital request.
3. East Litchfield is requesting an E-24 truck body repair in the amount of \$11,400.
4. Litchfield is requesting \$155,000 for the air conditioning unit that will go on the new roof. Ed Evers said, however, that bids opened today for the roof job left them \$35,000 short in available funds. L. Paul said they should request a transfer for the balance from Capital Non-Recurring.
5. The Fire Commission is requesting \$10,000 for fire pond maintenance for six ponds. They have \$2,200 existing in the fund.

b) Board of Education: John Bongiorno was present from the Board of Education to explain that the list presented had been whittled down to the most important items.

1. The fiber optic line between the LIS and LHS is partially under and over the ground. The strands are not good any more, even after a repair in July. If the line that runs above ground overhead fails, there will be no computers. They are requesting \$37,500 to run new fiber with strain relief underground all the way between both schools. Mr. Paul was open to the \$30,000 quote, or even \$31,000. Upon question by David W. Wilson about possible ledge underground, they didn't know why the underground trenching was not continued from the tennis court area pole to the LIS. R.

Alexe said they do not have a subsurface analysis. Mr. Bongiorno said the conduit would not be very deep, and Mr. Alexe said the code is 30" of cover for a 4" conduit. D. W. Wilson did not want any surprises after the budget is set and work has begun.

2. IP Telephone System: Mr. Bongiorno explained the new phone system in LCS is performing well, but they'd like to connect it to the other campus. They would like an IP-based system that runs on the computer network and can identify which room the call is coming from. This is a two-year cost, with \$43,496.77 in 2017/18 (including moving the central system to LHS) and \$46,919 in 2018/19 for LIS inclusion. Maintenance costs are much greater now to support this end-of-life system.

3. Safety Flooring for LIS Stairwells: J. Bongiorno reported that the stairways can become slippery when wet, and there has been a student slipping accident. They would like to put a rubber coating over the stairs at a cost of \$12,000.

4. LIS Auditorium Upgrade – Microphone System: Mr. Bongiorno explained they would like to make improvements in phases for the auditorium's sound and lighting systems. The sound board is broken and the microphones are shot. They got quotes for a new sound board, 12 panel mic sets and wireless mics, and are requesting \$20,000 for 2017/18. They will plan to replace the light board in 2019/20 and the curtains and floor in 2021/22.

5. Cafeteria Tables: Current tables do not have security locks when they are folded up for storage. D. W. Wilson thought this could be an operating expense. *[David T. Wilson arrived here at 7:50 p.m.]* They are looking to replace 10 tables at a cost of \$13,570.

c) Park & Recreation: Brent Hawkins and Ray Schmid, Park & Rec commissioner, explained projects that have been completed within the ten-year plan. Projects for 2017/18 include the following.

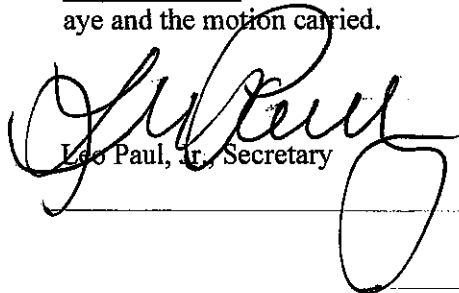
1. Ray Schmid explained the \$70,000 request (\$16,000 existing in STEAP for total project cost of \$86,000) for replacement of the boat launch and repair/replacement of the retaining wall at the Town Beach. The total is based on preliminary estimates.

2. B. Hawkins explained the plan for Ripley Field, the lower field at Community Field. They would like to move the field out so the fence is over 200 ft., extend the fence and put in a grass infield that would meet the specifications for Little League World Series tournament play. D. W. Wilson asked if the Tri-Town Little League was contributing to the funding, and Mr. Hawkins said they said they would talk about it if need be. R. Alexe said that drainage has to be moved, so it requires engineering. Community field bathroom improvements, slated for 2018/19, were explained by R. Schmid as important for next year.

d) Police: There were no requests for 2017/18.

e) Land Use: There were no requests for 2017/18.

Adjournment: Motion: Ed Evers moved to adjourn at 8:20 p.m. and Jim Koser seconded. All voted aye and the motion carried.


Leo Paul, Jr., Secretary