LONG-RANGE CAPITAL IMPROVEMENTS COMMITTEE
SPECIAL MEETING MINUTES
February 3, 2022

The meeting was called to order at 6:00 pm by First Selectman Irene Haines.

In Attendance:

Members:
Erik Anderson, Board of Education
James Curtin, Planning & Zoning Commission designee
Irene Haines, First Selectman
Patricia Stricker, Board of Education
Harvey Thomas, Board of Finance

Also in Attendance:
Don Angersola, Facilities Director
Tracey Gionta, Board of Finance
Cindy Hughson, Assistant to Superintendent of Schools
Brian Reas, Superintendent of Schools

APPROVAL OF THE AGENDA

Motion made by Ms. Stricker to approve the agenda as written. Mr. Thomas seconded the motion and it was unanimously approved. Motion carried.

APPROVAL OF THE MINUTES

Special Meeting of January 26, 2022 – The committee members reviewed the minutes of the January 26, 2022 meeting.

Motion made by Ms. Stricker to approve the minutes of the Special Meeting of January 26, 2022 as written. Mr. Anderson seconded the motion; the motion was approved by a majority of ayes. Motion carried.

NEW BUSINESS

A. **Review of Capital Improvement Program** – Ms. Haines asked Ms. Hughson to walk the committee members through the Capital projects that remained to be ranked. Ms. Hughson provided a brief review of the process and the ranking criteria.

The Committee members discussed the following proposed capital purchases/projects:

System Wide Athletic Fields Improvements (BOE)
Superintendent Reas provided some background on this capital request. He responded to several questions and confirmed that the project is to achieve an on-going stable environment on the school athletic fields and is a 10-year project with a projected cost of approximately $15k per year. The Committee provided the project with a weighted ranking.

Fire Company #2 – Replace Floors
Discussion of this capital project was postponed.

NHRHS ADA Compliant Softball Seating Area Study (BOE)
Superintendent Reas provided some background on this capital request. The Committee provided the project with a weighted ranking.

NHRHS Ceilings (BOE)
Superintendent Reas provided some background on this capital request. He noted that the project is a 5-year, $10k per year project that is in its second year. The Committee provided the project with a weighted ranking.

System Wide Carpet/Flooring Replacement (BOE)
Superintendent Reas provided some background on this capital request. The Committee provided the project with a weighted ranking.

Fire Company #2 Boiler/Furnace Replacement
Discussion of this capital project was postponed.

Fire Company #1 Roof
Mr. Angersola provided some background on this project. Discussion of this capital project was postponed.

Postponed for future discussion:
Ranking of the following capital projects was postponed for discussion in the future:

- Senior Center Air Conditioning
- Senior Center Boiler Replacement
- Senior Center Driveway Sealing
- NHRHS Driveway – Cracked Sealing (BOE)
- NHRMS Boiler Replacement (BOE)
- NHRHS exterior (BOS)
- Municipal Office Building Parking Lot Resealing
- EH Free Public Library Parking Lot
- Rathbun Library Parking Lot
- Library System – New Facility
- Fire Company #1 Generator
- Fire Company #1 Roof
- Fire Company #1 Boiler/Furnace Replacement
- Fire Company #2 Driveway
- Fire Company #2 Renovations to Upstairs for training/meeting rooms & 24-hr staffing capability

Fire Companies #1 and #2 – Overhead door replacement
Mr. Angersola provided some background on this capital request. He noted that the request to replace the overhead doors for Fire Company #2 could be eliminated. He responded to several questions and confirmed that the cost for this capital request should be reduced from $16k to $8k. The Committee provided the Fire Company #1 project with a weighted ranking.

Parks & Recreation – Community Playground
Mr. Angersola advised that he had discussed this capital request with Recreation Director Conroy and he provided some background on the proposed project. He responded to several questions from the Committee and there was a general discussion regarding a potential location for the playground and

the current state of planning for the project. The Committee agreed to postpone the ranking of this capital request.

Ms. Haines reported that she had spoken with Public Works Superintendent Hedler regarding the capital request for Security Cameras at Public Works' & Other Town Buildings. She noted that there is no history of security calls from any of the proposed sites and Mr. Hedler agreed the equipment request could be significantly scaled back. She will have the request removed from the Capital Improvements Requests list.

Ms. Hughson generated a prioritized list of Capital Projects requests. In response to a suggestion made by Mr. Thomas, the group discussed how to and who should prioritize the Capital vehicle and equipment requests. Mr. Thomas noted that, as a member of the Board of Finance, he would feel more comfortable signing off on Capital vehicle/equipment items if he knew that those requests had also been prioritized in a similar way that this Committee ranked the Capital project requests.

Ms. Haines asked Mr. Angersola to report on his findings regarding the structural condition of the Firehouse Company #2 building. Mr. Angersola stated that the engineer's report came back indicating deeper structural, foundation, and main support issues than he anticipated. He stated that the engineer's on-site estimate of $300-$500k of repair work is now estimated to be $1M. He stated that the Fire Commissioners have recommended conducting a feasibility study to provide information on what options are available to address the problems. There was a general discussion regarding the condition of the building and potential locations for a new firehouse. Ms. Stricker expressed concern about trying to retrofit new work over an unsound foundation.

A. **Long-Range Capital Improvement Committee Future Meeting Dates** – The Committee did not set a date for their next meeting.

B. **Other** – There were no additional General Discussion items discussed at the meeting.

AUDIENCE OF CITIZENS

There was no discussion with the audience of citizens in attendance.

ADJOURNMENT

Motion made by Ms. Stricker, to adjourn the meeting. Mr. Anderson seconded the motion and it was unanimously approved. Motion carried.

There being no additional items to discuss, the meeting adjourned at 7:12 pm.

Respectfully submitted,

Sharon Wheeler
Recording Secretary