

Town of Plymouth
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Capital Improvements Committee

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Shelley Kaneski
TOWN CLERK

MINUTES
Special Meeting
November 6, 2025 – 5:30 p.m.
Mayor's Conference Room, Town Hall

1. Call to Order / Roll Call

The special meeting of the Capital Improvements Committee was called to order on Thursday, November 6, 2025 at 5:30 p.m. in the Mayor's Conference Room by **Chairman George Castle**.

Members in attendance included: **Chairman George Castle**, Vincent Gaultieri, Jim Kaneski, **Mike Maffia**, **Vicky Carey-BOF** and Pam Pelletier-Recording Secretary.

George Castle welcomes and introduces new member, **Mike Maffia**. Members provide a brief summary of the review and process of the Committee.

2. Fire Exit Notification – pointed out by the Chairman.

3. Pledge of Allegiance – Lead by the Chairman.

4. Public Comment – None.

5. Capital Improvements Project Discussion

a. Terryville Fire Department Requests

Priority: 1

Estimated Cost: \$1,600,000

Guest- Asst. Fire Chief – Chris Masi

Chris Masi provides a detailed summary of proposed repairs, upgrades to two of the fire department buildings (Station 1 – Harwinton Ave and Station 3 – Fall Mountain - Allentown/Eastview Rds.) and upgrade of equipment (Engine #4)

Project #1 - Station 1 – Repair old outdated and crumbling exterior including windows, gutters, roof and driveway. Make handicap accessible per code. Update kitchen, bathrooms, radio room, garage door, create another drive-thru bay on rear of truck room facing Harwinton Ave.

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Project #2 - Station 3 - Replace gable ends on building due to rot and rodent damage, upgrade exterior facade, bathrooms, kitchen, radio room and a/c units. Repair/Resurface rear parking lot.

Project #3 – Refurbish Engine #4

This is in keeping with the equipment replacement program. Engine #8 is in the process of being replaced – It is over 25 years old.

Chris Masi also provides a breakdown showing detailed costs on these projects.

Jim Klaneski asks if the Fire Dept. received the Committee's new submission policy and forms; Mr. Masi advised he did not.

Jim Klaneski also asks if the Fire Dept. has reached out to the Town to see if it is possible to combine this request with Highway Dept.

Vince Gualtieri questions whether there are other funding sources that may be available and asks where the estimated cost was obtained.

Chris Masi advised that estimates were received from Mark Sekorski for structural repairs and Highway Sup't. Jim Schultz provided estimates on the site work. They also have a grant writer that they have worked with in the past and are in the process of investigating grant and other funding opportunities.

There is general discussion regarding breaking down the funds needed over our 5-year plan. Mr. Masi is provided with copies of the submission policy and forms. The breakdown discussed is as follows:

Year	Funding Request	Comments*
2026-27	\$65,000	Plus contingency fees
2027-28	\$805,000	Plus contingency fees
2028-29	\$239,000	Plus contingency fees
2029-30	\$125,000	Plus contingency fees
2030-31	\$400,000	Plus contingency fees

*See application for detailed breakdown.

b. Plymouth Ambulance Corps Requests

Guest: Norm Whitehurst

Norm Whitehurst provides a detailed summary and provides details for two application requests for the Plymouth Ambulance Corps.

Project #1 – New Ambulance

Priority: 1

Estimated Cost: \$450,000-\$500,000

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Replacement of aging 2016 ambulance. Current ambulance, (111-2) is approaching recommended lifecycle thresholds in terms of age, milage, maintenance, and operational efficiency. They are seeking approval to begin the process of ordering a new ambulance; 50% of the cost would be due when ordering and the remaining balance would be due upon delivery.

Project #2 – New Power-load Stretcher System

Priority: 1

Estimated Cost: \$72,000

This is a public health and safety issue. This is state-of-the-art technology that addresses the modern needs of Emergency Medical Services, prioritizing operator safety, reliability, regulatory adherence, and optimal patient care. This will be replacing a 15-yr old stretcher whose age poses increasing risk to both patients and staff.

Vince Gualtieri asks if other funding sources have been investigated and suggests that Mr. Whitehurst collaborate with Fire Dept and their sources. Other possible opportunities are discussed, i.e. State Bid piggybacking, etc.

No other questions.

Chairman George Castle thanks both of our guests and advises if there are any future questions, they will be contacted.

6. Homework – Next Meeting 11/13/2025 – WPCA

7. Chairman/Commissioners Comments

Chairman Castle advised that he has been told that the CIC Committee will be part of an Oversight Committee overseeing the bonded projects for Road and Bridge repairs. The Committee will be responsible for reviewing submitted bids and making a recommendation of award on these projects. This Committee was involved in this process years ago and we have been assigned this oversight again. He has created a GANT chart to track progress of each project and will keep it in the hall for the Public to review for open transparency.

Vicky Carey explained that the Public Works Board recommended to the Mayor that an Oversight Committee be established for the administrative tracking of funds allocated and how they are spent. We need to monitor spending and make sure that funding is staying on track. The Public Works Board also discussed the possibility of hiring a "Clerk of the Works" to ensure that work meets code requirements and testing. Bridges will be handled by the State.

Melanie Church questions if Todd Rd Bridge is included in the Bonding Project repair list and is advised that it is. She also comments that the Board should investigate and

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consider building an Emergency Management Facility and feels that this would get more support from the Public verses a new Police Station.

8. Adjournment

MOTION: **Mike Maffia** made a motion, which was seconded by **Vince Gualtieri** to adjourn the meeting and the motion is voted on unanimously.

Respectfully Submitted

Pam Pelletier, Recording Secretary