

**Town of Plymouth**  
**80 Main Street**  
**Terryville, CT 06786**  
**www.plymouthct.us**

**Capital Improvements Committee**  
**Tel: (860) 585-4001**  
**Fax: (860) 585-4015**

**Minutes**

**July 11, 2024**

**Call to Order:** Chairman George Castle called the Capital Improvements Committee July 11, 2024, Regular Meeting to order at 5:30 p.m., in the Mayor's Conference Room, Plymouth Town Hall.

**Roll Call:** Present were Capital Improvements Committee Chairman Member George Castle, Capital Improvements Committee Member Jim Klaneski, Capital Improvements Committee Member Seth Duke, and Capital Improvements Member Vincent Gaultieri. Excused Absences: Capital Improvements Committee Member Colton Cote and Capital Improvements Committee Member Lauren Howard. Also in attendance were Vicky Carey, Board of Finance Liaison and Interim Public Works Director Carl Johnson.

**Fire Exits Notification**

Capital Improvements Committee Chairman George Castle stated the Fire Exits for the record.

**Pledge of Allegiance**

Capital Improvements Committee Chairman George Castle led the Capital Improvements Committee and the Public Audience in the Pledge of Allegiance.

**Public Comment**

No report.

Jim Klaneski made a motion, seconded by Vincent Gaultieri, to accept the Capital Improvements Committee April 11, 2024, minutes as presented. Vote: Seth Duke/abstained; Jim Klaneski/yes; Vincent Gaultieri /yes. Motion passed.

**Capital Improvements Committee Projects Discussion**

George Castle stated we would be reviewing and grading the Capital Improvement Projects from the different departments, noting the points would total less than 100 but not over. He further stated some projects will be getting bond money, so it won't matter one way or the other and if the project is mandated by the State of CT, then the project has to be done.

It was noted Seth Duke, who is also a Park and Recreation Commission Member, would be able to participate in any Park and Recreation discussion, however he would abstain if any votes were taken for Parks and Recreation Capital Projects.

*George Castle*  
TOWN CLERK  
JUL 17 AM 9:44  
RECEIVED FOR RECORD  
PLYMOUTH, CT

**Capital Improvements Regular Meeting**  
**July 11, 2024**  
**Page Two of Five Pages**

**Capital Improvements Committee Projects Discussion Cont'd.**

George Castle stated any projects over \$5,000 are Capital Improvement

**IT Technology:** Vincent Gaultieri stated the Capital Improvements Committee members will be prioritizing the projects, not managing them.

**IT Annual Computer Replacement \$15,000:** Carl Johnson stated he utilized the Government Contract and was able to get the entire AV system, including the camera, in the Mayor's Conference Room for \$2,200.00, noting the quote from Chris Secor was \$14,000.

George Castle stated the Replacement of Computers is #1, Phone Upgrades #2, Town Switcher #3 and #4 Mayor's Conference Room.

Carl Johnson said the Mayor's Conference Room is paid for and it was #4 anyway.

**Fire Department:** George Castle stated the Fire Department Total is 59 but it doesn't matter because this is the #1 project for this Department.

**Terryville Public Library:** Carl Johnson stated the Town would make money with the Charging Station Project, noting the software subscript is \$1,800 annually and it goes on your phone and the Town charges whatever amount. He further stated Westport charges 50 cents a kilowatt, they handle it like PayPal and a check is sent for everyone that uses it.

George Castle stated the Annual Computer replacement #1 at 49.25

It was noted the Charging Station is being subsidized by the State and Federal Government.

**Registrars:** George Castle stated their request is mandated by the Federal Government so the scores would not really matter. He further stated 83.75 scored and becomes a #1 within that department.

**Public Works:** Carl Johnson stated the Street Pole Replacement Project was from the former Public Works Director, noting he wanted to replace the old poles with fiberglass. He further stated the fiberglass poles with LED lights and will last approximately 30 years longer.

Carl Johnson stated the nice thing about Town Aid to Roads is that we get grants for the roads, noting we are trying to get caught up.

Carl Johnson stated the company was out doing paving condition assessments (and the Google vehicle) and going through the roads with the GIS and mapping the signs and road conditions.

**Capital Improvements Regular Meeting**  
**July 11, 2024**  
**Page Three of Five Pages**

**Capital Improvements Committee Projects Discussion Cont'd.**

Carl Johnson stated he will meet with the Highway Superintendent to discuss a long-term plan including maintenance of the roads.

Carl Johnson noted there was a hold on the Eversource/State of CT program so he will be getting monies from the State or STEAP monies.

Streetlight Pole Replacement 47.5 #3  
Town Aid Roads (2025 Road Replacement) 82.5 #1  
HVAC Control Townwide Replacement (Carl this is for Town Hall only) 42.5 #4  
Transfer Station Compaction Trailer 63.75 #2  
Security Camera System Replacement 41.75 #5

Carl Johnson stated roads have to be done, noting bad roads damage vehicles, etc.

Carl Johnson stated the Transfer Station is longer, more complex discussion, including the Town's future plans on what to do with it.

Carl Johnson stated the camera is fine until something bad happens and we don't have footage.

Carl Johnson stated he's been told he's made more headway with the HVAC controls than previous Public Works Directors.

Carl Johnson stated they have been patching; they had to replace a valve because it had been shut so long, noting it is a 1970 system and briefly elaborate. Carl Johnson stated he has two energy efficiency companies (one from Thomaston one from Hartford) that will come out after the engineers look at the buildings and do the design thing. He further stated they are energy brokers for the government, we give them all our bills and they shop it out and usually can save us between 8 and 20 cents per kilowatt. Carl Johnson stated we will save on the generations cuts which is almost half the bill for gas and electric.

**Assessors:** George Castle stated the Assessor Revaluation total is 88.75, noting this project is State mandated.

**Police Department:** George Castle stated the Police Vehicle Replacement Program totaled 83 and is the #1 priority.

George Castle stated the Police Body and Dash Cam totaled 74.25 and is tied for the #3 priority.

George Castle stated the Mobile Data Terminal Replacement for seven/7 Cruisers totaled 68.75 and is the #4 priority.

**Capital Improvements Regular Meeting**  
**July 11, 2024**  
**Page Four of Five Pages**

**Capital Improvements Committee Projects Discussion Cont'd.**

George Castle stated the AFIS (Automatic Fingerprint ID System) totaled 60.5 and is the #5 priority.

George Castle stated the Police Automated External Defibrillators (Year 4 of 4) totaled 75 and is the #2 priority.

George Castle stated the Police NexGen totaled 74.25 and is tied for the #3 priority.

**Park and Recreation:** George Castle stated the Lake Winfield Building Upgrades totaled 46.75 and is the #1 priority.

George Castle stated the Gear Drive Complex totaled 30.75 and is the #2 priority.

George Castle stated the Fitness Playscape totaled 14.75 and is the #3 priority.

Jim Klaneski stated the Capitals Improvements Committee had previously decided not to vote on this request.

Carl Johnson stated there are a lot of grants for items like these.

**Planning and Zoning**

It was noted the Planning and Zoning Plan of Development is State mandated.

Carl Johnson stated it could be done in-house for a fraction of the cost.

George Castle stated the total rating is 81.75.

George Castle questioned if the Committee should rate the #1 priority out of the projects combined.

Vincent Gaultieri stated the Committee prioritized the departmental projects and that should be sufficient.

Vicky Carey stated the Capital Improvements Committee's ratings should be fine for the Board of Finance. Vicky Carey stated during the budgetary season the Board of Finance has mandated any departments having Capitals for the Board of Finance to look at had to have previously gone before the Capital Improvements Committee.

**Capital Improvements Regular Meeting  
July 11, 2024  
Page Five of Five Pages**

**Capital Improvements Committee Projects Discussion Cont'd.**

Vicky Carey stated the Board of Finance is trying to come up with a policy for the Police Extra Duty Fund.

It was noted a template will be made up for the WPCA Capital needs.

**Adjournment**

There being no further business of the Capital Improvements Committee, Vincent Gaultieri made a motion, seconded by Jim Klaneski, to adjourn at 6:54 p.m. This motion was approved unanimously.

Respectfully Submitted,

Patricia A. Hale  
Recording Secretary