

Capital Expenditure

Non-quorum Meeting Notes

Thursday, April 17, 2019

7:00pm Clifford B. Green Memorial Center

Present: Joseph Voccio, Aimee Genna, Michael Gaudreau, Andrew Dionne and April Lamothe;
Recording Secretary

Absent (with notice): Rick Ives, Wayne Jolley, Felix Ramos, and Hans Koehl

Also Present: Lou Brodeur, Sandra Brodeur, Thomas Rukstela, Aaron Kerouac, and Patricia Buell

- 1) **Call to Order:** Joseph Voccio called the meeting to order at 7:04pm.
- 2) **Review of Previous Minutes:** Tabled until the next meeting due to lack of quorum.
- 3) **Public Comment:** None
- 4) **Review of Capital Requests:** There are nineteen requests at a total of \$785,293.00.

Board of Education Requests

Patricia Buell reported that the schools had a technology audit done this past year, which has led to the technology requests this year.

- **1) Upgrade of Network Infrastructure (cost offset by Erate funds) (Cost: \$139,034.56 – Erate \$84,853.69) - \$54,181:** Patricia Buell said that the servers are past their shelf life and need to be updated. She mentioned that the Erate funds might not always be available.
 - Joseph Voccio asked about the server closets and if there are any issues with temperature, humification, etc. Patricia Buell said that nothing was suggested in the technology audit.
- **2) Migration of Directory Services and Authentication Services - \$16,400:** This request goes with the first request.
- **3) Technology and Software Requests - \$237,712:** Patricia Buell said that the schools are moving towards a 1:1 learning environment in the BMS with students in grades 4th-8th having their own Chromebook. She expects a Chromebook to last a student their four years in the middle school.
 - Breakdown of devices at the schools:
 - ◆ **BES:** 5 Smartboards, 10 MacBooks (Teachers), 2 PC Workstations (Office Staff), 75 Chromebooks (Students), and 3 Charging Carts.
 - ◆ **BMS:** 5 Smartboards, 10 MacBooks (Teachers), 160 Chromebooks (Students), and 7 Charging Carts.
 - ◆ **Special Education:** 2 Macbooks (Teachers), 2 PC Workstations (Testing), and 5 iPads (Students).
 - Andrew Dionne asked if other local schools have a 1:1 program. Patricia Buell responded that Canterbury and Woodstock Middle School are working towards a 1:1, while Pomfret is already at 1:1.
 - Andrew Dionne asked if the students would be taking the devices home. Patricia Buell said not at first; the Chromebooks would be placed in the charging carts at night. Also the staff will be able to control what the student can access on the device.

- Andrew Dionne asked who would be financially responsible if the device was broken. Patricia Buell said if the device was damaged on purpose, there would be some financial responsibility, but if it was an accident, there would be no financial responsibility.
- **4) School Driveway Redesign - \$56,000:** Patricia Buell said that there has been a struggle with traffic flow around the school and it has spread to parents parking on Louise Berry Dr, which blocks a lane of traffic. She said that over one hundred vehicles come through the parking lot for drop-off and pick-up. One thought was to widen some of the driveway areas and create another entrance near BMS for \$56,000. Other ideas have been discussed, but a larger dollar amount would be needed. She has contacted an engineer from NECCOG, but has not heard back yet.
 - Michael Gaudreau asked why so many students are being picked up. Patricia Buell said that there are many different opinions on this subject; parents are bringing their child(ren) to their next activity, parents do not want their child(ren) on the bus, the bus routes/times do not work with the parent's schedule, etc. She said that some parents are in line for pick-up at 2:10pm when school dismissed at 3:15pm. Andrew Dionne asked if the buses are empty; Patricia Buell replied that they are not empty. Two buses were eliminated last year for financial reasons.
- **5) Installation of Safety Bollards at BES entrances (2), BMS entrances (2) – \$6,000:** Patricia Buell explained that the bollards would be installed to protect the entrances of the schools where there are cutout curbs.
- **6) Purchase of BPS Vehicle for Repairs/Parts/Delivery - \$21,500:** The vehicle would be used for facility operations, picking up deliveries/parts, etc. Patricia Buell said that the maintenance staff currently uses their own vehicles for BPS errands.

General Government

- **Highway Department:**
 - **Dump Truck - \$170,000:** The current truck is a 2000 with a shop body. Thomas Rukstela said that this is the scheduled year to replace the vehicle and they are currently down one vehicle, which would lead to just one backup vehicle. He has started a cleaning schedule, which includes being sprayed with a rust inhibitor.
 - **Mower - \$13,000:** The mower is a 1984 Bush Hog that needs a lot of work.
- **Town Hall:**
 - **Painting - \$22,000:** Joseph Voccio said that it has been discussed whether to replace the siding or to repaint the Town Hall, even though there are concerns of the paint holding to the building. The \$22,000 should cover painting with latex painting, scraping (where needed), and repairing.
 - **Roof - \$25,000:** Joseph Voccio said that Rick Ives mentioned that it could be pushed until next year's Capital request, since the repairs are holding.
 - **Shutter/Window Repair - \$6,500:** The windows of the Town Hall need to be fixed and there are no more replacement shutters.
- **Clifford B. Green Memorial Center – Mold Remediation - \$42,000 (quote):** Joseph Voccio said that there is mold under the Senior Center and it is moving towards the Health Department.

- **Town Hall/Library Design Concepts - \$45,000:** Joseph Voccio said the request is for a potential discussion about basic schematics, site plan, elevation rendering for a new town hall and library building.
- **Fire Marshal – Pick-up truck - \$22,000:** Joseph Voccio explained that the Fire Marshal has been using his own vehicle to go on fire calls. The truck would be a standard F150, short bed.
- **Assessor – Software Upgrade - \$15,000:** Joseph Voccio said that the Assessor’s Office is going through a mandatory upgrade that needs to be completed in 18 months.

Parks and Recreation

- **Snow Blower for Massey Tractor - \$7,500:** Michael Gaudreau explained that the snow blower attachment is quite banged up from the ice this winter.
- 5) **Scheduling of Next Capital Meeting on April 25, 2019:** Joseph Voccio said that the next meeting will be Thursday, April 25th immediately following the Board of Selectmen meeting at the Clifford B. Green Building.
 - 6) **Other Business:** Aimee Genna asked about the dates of the Budget Hearing and the Town Meeting to vote on the budget. Joseph Voccio will check the dates for the next meeting.
 - 7) **Public Comment:** Sandra Brodeur mentioned that three requests were not included in the review:
 - **Planning & Zoning – (Plan of Conservation and Development (POCD) Consultant - \$15,000:** It is a statutory plan that each town needs to complete every ten years. Brooklyn’s POCD will be due by 2021, which should guide the Town for the next ten years. The POCD is under the Planning & Zoning jurisdiction.
 - **Community Center – Boundary Plantings - \$8,000:** The plants will probably be planted during the fall because of the roof will be replaced during the summer.
 - **Side Entrance Steps - \$5,000 (estimate):** The concrete structure that takes the steps is cracking at the bottom and it should not be patched anymore.
 - Sandra Brodeur asked why the Side Entrance Steps and Shutter/Window Repair was not taken out of maintenance. Joseph Voccio replied that it is in Capital because of the dollar amounts.
 - Sandra Brodeur mentioned that the \$22,000 for Painting would be repeated every 4-5 years because the outside is not going to hold the paint.
 - Lou Brodeur suggested using Jersey barriers instead of installing the bollards at the schools for a cost-effective measure.
 - 8) **Adjournment:** The meeting adjourned at 8:08pm.

Sincerely Submitted,
April Lamothe
Recording Secretary