



TOWN OF BROOKLYN

P.O. Box 356 - Route 6 and 169
BROOKLYN, CONNECTICUT 06234

OFFICE OF SELECTMEN
(860) 779-3411 Option 2

TOWN CLERK
(860) 779-3411 Option 4

TAX COLLECTOR
(860) 779-3411 Option 5

ASSESSOR
(860) 779-3411 Option 6

Capital Expenditure Meeting Minutes
Wednesday, April 19, 2023, 5:30 pm
Clifford B. Green Memorial Building
and via Zoom

Present: Austin Tanner, Lou Brodeur, James Paquin, Allen Fitzgerald, Rick Ives, Benjamin Langevin, Lisa Mileski, Recording Secretary

Also Present: Donald Bryant, Patricia Buell via Zoom, Paul Manocchio, Other Members of the Public

Absent: Heather Allen

1. **Call to Order:** L. Brodeur called the meeting to order at 5:32 pm
2. **Take Attendance and Establish Quorum:** H. Allen is absent due to her father being ill.
3. **Approve Meeting Minutes of April 12, 2023:** B. Langevin made a motion to approve minutes of April 12, 2023; J. Paquin seconded; minutes of April 12, 2023 were approved.
4. **Public Comment:** None
5. **Donald Bryant to explain his request of \$30,000.00 for improvements to the Community Center network infrastructure and security system:** D. Bryant provided a handout and presented the reasoning for the updates to the infrastructure at the Community Center and answered questions from the Board.
6. **Review New Requests from Board of Fire Commissioners:** L. Brodeur stated that East Brooklyn Fire Department withdrew their request for a gear washer. He then presented a capital request from Mortlake Fire Company, wherein it is requested that funds be granted to be able to connect the office building to the city sewer system.
7. **Review spreadsheet on total requests for this year and eliminate those that do not qualify or could be extended to another year:**

The Board approved the Brooklyn Public Schools to repair/install sidewalks behind Grades Third and Fourth wing, behind the school, and crossing to Louise Berry Drive - \$16,000.00. Request for blacktop repairs and the request for a trailer were denied. We need to make sure P. Buell has a trailer to use.

R. Ives motioned to approve D. Bryant's request to update the network infrastructure at the Community Center; A. Fitzgerald second; request approved - \$30,000.00.

J. Paquin made a motion to approve Public Works' request for a 1,000-gallon fuel tank at the highway garage; B. Langevin seconded; request approved - \$15,000.00. P. Buell is investigating with DIME about them installing the tank and being able to fill it at the same cost as the other one. Request for 50' x 80' storage facility has been tabled until next year. Request for automated gate to Highway Garage was approved - \$18,000.00. R. Ives made a motion to approve the request for the 2023 Ford F350 Dump truck; J. Paquin seconded; request approved - \$56,121.00.

A. Tanner is going to see about switching the Parks and Recreation Director's vehicle with the Fire Marshal's vehicle and see how that plays out. J. Paquin made a motion to approve the request for repairs to the bathroom and the installation of cameras at Prince Hill; A. Fitzgerald second; request approved - \$10,000.00.

J. Paquin made a motion to deny the request for RV stations at both schools, Senior Center, and Town Hall; A. Fitzgerald second; request was denied. J. Paquin made a motion to approve the request for a heat source and air conditioning unit at the Transfer Station; R. Ives seconded; request approved - \$8,000.00.

R. Ives made a motion to approve Mortlake Fire Department's request to have the office building hooked into city sewer; A. Fitzgerald second; request granted - \$36,000.00.

J. Paquin made a motion to approve request for a new Generac 40KW Generator at the Highway Garage to tie into the Transfer Station; R. Ives seconded; request granted - \$24,000.00.

Requests total approximately \$213,120.00; unused capital from prior years, if allowed, \$56,498.00; approximate total \$158,623.00.

8. Schedule Next Meeting Date: No meeting necessary.

9. Public Comment: P. Manocchio asked how much a gear cleaner would cost, and why would they get a \$47,000.00 lounge instead of a gear cleaner.

10. Adjourn: B. Langevin made a motion to adjourn; R. Ives seconded it; meeting was adjourned at 6:48 pm.

Respectfully Submitted,
Lisa Mileski, Recording Secretary

Town of Brooklyn CT Teen \ Community Center Capital Project

Teen \ Community Center Network Infrastructure Project					
Parts:	Cost:	Configuration:	Cost:	Total Cost:	
Cisco 2960 Network Switch	\$4000.00	In house	\$0	\$4000.00	
Cisco Firewall	\$2200.00	In house	\$0	\$2200.00	
Cisco Router	\$2600.00	In house \ Outside Service	\$500.00	\$3100.00	
Aruba Wireless Access Points	\$4800.00	In house	\$0	\$4800.00	
Phone Migration	\$1000.00	Phone Migration	\$2000.00	\$3000.00	
Security Cameras	\$7400.00 3 to 5 yr. license	In house	\$0	\$7400.00	6 Cameras.
Wiring network drops	\$600.00	Outside Service	\$2900.00	\$3500.00	
Miscellaneous	\$2000.00	Any	\$0	\$2000.00	
Total Project:	\$24600.00		\$5400.00	\$30000.00	

The above chart lists the breakdown of parts and labor for the network project. The buildings network infrastructure in its current state will not support the towns requirements to house any departments in the building. This plan includes upgrading both the network infrastructure, Network security, and adding some physical security.

Quotes have been requested on all aspects of the project and are expected to come in at or below the costs listed above. The above costs are calculated from recent purchases made for the school's network and security infrastructure.

Respectfully,

Gabe Bryant

Director of IT

Town of Brooklyn CT \ Brooklyn Public Schools

2023-24 Capital Requests						
Dept.	Request	Amount	Facts/Reason	Rate Need	Action	
School	Side Walk Projects:	\$16,000				
	1. Behind grade 3 & 4 wing		Parent drop off students area-sidewalks to direct students to travel safely to the entrance.	Have used this traffic pattern for 3 years. Sidewalks will make it run more eafficiently and safely. This will improve traffic flow. Will work with Public Works regarding any recommendations they may have.		
	2. Crossing Louise Berry drive		Condos installing a crosswalk for students crossing street. This will connect it to the existing sidewalk behind preschool.			
	3. Behind BMS		To allow students to board/deboard buses and walk into building away from driveway.			
	Blacktop Repairs at BES	\$1,000	Tripping hazards near gymnasium. Could be done when larger paving projects is being done.	Area used for outdoor recess and outdoor phys ed	Remove - expense	
	Flatbed Utility Trailer	\$3,000	Enable custodial staff to move equipment or materials.	Will be locked and stored on school property when not in use.	Remove - expense or borrow	
Sub-total	School adjusted	\$16,000				
IT	Improve network infrastructure of the Community Center	\$30,000	Building to be used by both the School and the Town. Current infrastructure will not support it.	Necessary to bring the Community Center up to current standards and security levels.		
Sub-total	IT	\$30,000				
Public Works	1,000 gallon fuel tank at the highway garage	\$15,000	Save time and expense of traveling to town center to fuel up.	Being able to access road problems faster and more efficiently.	Bigger tank? FOBs? Dime Oil supply tank	
	50' X 80' storage facility for big equipment to be housed in one place.	\$221,630	Save time and expense of traveling to town to retrieve equipment.	Being able to access road problems faster and more efficiently.		
	Automate existing sliding gate to highway garage	\$18,000	People are using the Highway gate to enter landfill when it is closed.	Safety issues. Will also save time opening and closing the gate.		
	2023 Ford F350 dump truck to replace old truck with many costly issues	\$56,121	Current truck was originally used by rec dept. Has so many repairs it is over its weight limit.	Unable to continue repairing current truck. Need a reliable dump truck.		
Sub-total	Public Works	\$310,751				
Parks & Rec	Replace current truck	\$8,000	Current truck is too big and no need for snow plow.	Total cost less trade in of current truck.		
	Repair bathrooms at Prince Hill	\$10,000	Currently using porta-potties because bathrooms were vandalized.			
Sub-total	Parks & Rec	\$18,000				
Town	4 R.V. Stations	\$18,000	Located at both schools, Sr. Center, Town Hall	Installation is covered; 1/2 of station		
	Heat & AC source for Transfer Station Office	\$10,000				
Sub-total	Town	\$28,000				
Fire Depts	Mortlake - connect septic system to public sewer system and repair blacktop after connection is made	\$36,000	Current septic system requires very frequent cleaning and root removal. Very costly.			
Sub-total	Fire Departments	\$36,000				
Grand Total		\$438,751				

Town of Brooklyn **Capital Funding Program**

To be considered for funding through the Capital Funding Program, please complete the application by providing a narrative summary of your proposal and describing how your proposal best meets the funding criteria of the program. For additional information regarding program criteria, please view the Capital Funding Program Guidelines.

Providing back-up material or financial analysis to support your application is encouraged.

Applicant Name: Mortlake Fire Company

Capital Funding Request: \$36,000

I have read the program guidelines and acknowledge that the Town of Brooklyn reserves the right to delay, suspend or rescind any funding due to a material change in the context of a request for funding or due to a material change in the financial condition or outlook for the Town AND that no recommendation for funding will be considered or construed as an entitlement by the applicant.

Signed: Steve Breen, Chief **Date:** 4/19/2023

- 1) **Proposal Summary:** Please describe the nature of and reason for the capital request and summarize how this expenditure will provide some benefit to the Town of Brooklyn.

The Nature of the request is to connect the office building to the city sewer. The current sewer system is failing and needing to be pumped out every few months to maintain functioning facilities in the office building... The cost of installing a new septic system would be equal to, if not greater than, making the connection to the sewer line. In the long term, this is a more cost effective solution as the maintenance and upkeep of the septic would be eliminated.

- 2) **Good Standing:** To the best of your knowledge, are you, as the applicant, in good standing with regulatory agencies/boards, an ethics board, or creditors? If you answer "No" to any of these items, please elaborate.

To the best of our knowledge the Mortlake Fire Company is in good standing.

- 3) **Readiness to Proceed:** Please describe the timetable for fulfilling your proposal. Are you able to proceed immediately or will you require a lead time, a bidding period or a commitment of other funding prior to you executing your proposal?

We will need a lead time to allow for bidding, permitting as needed, and coordination with the sewer authority. With approval, we will proceed as quickly as possible.

- 4) **Applicant Capacity:** Please describe your experience and the experience of the Board or individuals that will help you to accomplish your proposal. Has there been successful experience in a proposal of scale and complexity?

The Board and Officers of the Mortlake Fire Company are familiar with completing projects of size and scope, and come even larger. More recent similar projects would include the replacement of overhead doors in the station and the installation of the new generator a few years back.

- 5) **Demonstration of Need:** Please describe the need(s) fulfilled by your proposal. If possible, please demonstrate or quantify what need or needs have been unmet to date.

The current state of the septic system is not the best. In order to keep the bathroom functioning, we need to have the tank pumped about every 2-3 months. When the system fails, it is an unsanitary situation that requires cleaning and disinfecting as well as the pumping of the tank. Completing the work to tie into the public sewer line will eliminate the need to re-engineer and replace the current system and also the timing, inconvenience, and cost of the interruption and clean up we are currently experiencing.

- 6) **Site Factors:** For proposals which involve real estate, the purchase and/or improvement of real estate, or the location of a particular item, please demonstrate that the item or items:

We are not not acquiring a new real estate. However making this change with the sewer will make it easier for others in the future to maintain it.

- 7) **Project Costs:** Please demonstrate the costs associated with project and the manner in which they have been compiled. Please consider the following questions: Are the costs for the proposal supported by quotations or bids? Does a contract already exist for the service or item? When will the most reliable costs be received? Have consultants been available to evaluate these costs?

The cost is estimated to be approximately \$36,000. This estimate was obtained verbally from a reliable contractor who looked at the site and considered the possibility of needing a lift pump, cutting and patching the pavement and the labor involved with completing the work. There is no contract committed to at this time. We anticipate going through a bid process once the funding is approved.

- 8) **Financial Analysis:** Please outline a basic financial analysis that should include the
a) method of payment; b) estimated cost vs. benefit; and c) cost of operation.

We are anticipating the payment for this project will be one payment, in the event of any changes the maximum amount of payment would be two payments.

- 9) **Leveraging/Cost Effectiveness:** Proposals that require the least amount of scarce resources would be desirable. Will outside subsidies, grants, fundraising, or other funding be leveraged with Town funding for this proposal? If so, please identify the total cost of the proposal less these other sources of funding to identify the amount being requested. If grant funding is available for the acquisition, the applicant should attach a copy of the completed grant application and detail past experience and success in obtaining like grants.

This is not applicable.

- 10) **Community Impact:** Please explain how this capital funding would result in a positive community impact.

This would impact the community by not having to change the landscape to put in an engineered septic system.

Hometown Heating
Post Office Box 739
Brooklyn, CT. 06234
(860)779-2222
CT. License #404527 HOD# 1266
hometownheatingllc.com

April 14, 2023

Town Of Brooklyn-Transfer Station
77 Rukstella Road
Brooklyn, CT 06234
(860) 779-3411
Attention: Austin Tanner
atanner@brooklynct.org

Mitsubishi Hyper-Heat Mini-Split Estimate – 15 AMPS

Mitsubishi MUZ FS06NAH-U1 Outdoor Condenser
Mitsubishi MSZ FS06NA-U1 Indoor Wall Unit
1/4" X 3/8" X 1/2" line set
60 Amp disconnect
1/2" X 6' WHIP
30" X 40" X 2" condenser pad
12" mini split stand
4-1/2" X 8' line hide and fittings
Surge protector
Electrical service from panel to disconnect not included

Total All Parts and Labor.....\$5,518.32
Plus CT Sales Tax.....Exempt

****Exclusions:** The cost of the permit will be billed separately from the quote total. Permits vary from town to town and are billed exactly as the town charges us and are not marked up. Your installation will not be scheduled until the permit has been approved.

****Estimate does not include any high voltage electrical**** If you would like we can recommend an electrician to do the work, pricing would be separate from this estimate. Hometown Heating warranties all parts and labor for (1) year. Warranty does not cover acts of God, misuse of equipment, failure to maintain equipment, and/or service by outside companies. Additional manufacturer warranties may apply. Estimates are valid for thirty (30) days.

Terms: A deposit of 50% is due within ten (10) days of installation, the balance in full is due upon completion of installation. If you have any questions regarding this matter, please call me @ 779-2222.

Sign _____ Date _____

Sign _____ Date 04-14-2023

Kyle Herindeen
Field Supervisor

Town Permit Tracking

#	ADDRESS	PERMIT #	COST	PROJECT	PERMIT DATE
Mortlake Fire Department					
12	Canterbury Rd	B-17-176	\$22,000	Installation of propane generator	7/20/2017
12	Canterbury Rd	009865	\$7,000	Remove water damage, sheetrock, insulation, replace insulation and sheet rock	6/1/2015
12	Canterbury Rd	009645	\$5,000	New flagpole and stone surroundings, upgrade electrical to flagpole	10/9/2014
12	Canterbury Rd	008764	N/A	Renovations interior of office building (furnace room)	9/15/2011
12	Canterbury Rd	008615	\$34,000	Install and wiring for 95KW roof mounted solar panel	3/17/2011
12	Canterbury Rd	007943	\$1,000	Interior Handicap ramp	7/24/2008
12	Canterbury Rd	005916	\$12,000	Adding one bay garage	9/4/2001
12	Canterbury Rd	003282	\$3,000	Strip and reroof dwelling	6/6/1994
12	Canterbury Rd	N/A	N/A	Meter set	6/21/1990
12	Canterbury Rd	002204	\$6,000	Fuel tank replacement	11/14/1989
Brooklyn Schools					
119	Gorman Road	B-20-195	\$1,208,020	Installation of solar panels (\$602,981 elementary school, \$605,039 Middle School)	7/22/2020
119	Gorman Road	B-20-286	\$6,000	Ductless split library server room	10/19/2020
119	Gorman Road	B-19-300	\$4,200	Installation double check back flow preventer for fire prevention sprinkler system	10/29/2019
119	Gorman Road	B-17-159	\$1,800,000	Roof replacement at Brooklyn Middle School	6/26/2017
119	Gorman Road	009897	N/A	Elementary and Middle School fire alarm system	6/22/2017
119	Gorman Road	B-16-219	\$24,000	Rose wing roof strip and reroof	8/3/2016
119	Gorman Road	008976	\$1,767,000	Middle school renovations	7/12/2012
119	Gorman Road	008477	\$3,500	Install new electric feed to new hot water heater (elementary school)	8/25/2010
119	Gorman Road	008018	\$57,000	Installation of 6,000 gallon A/G oil tank elementary school - , install conduits, low voltage wiring for TLS probes,	12/29/2008
119	Gorman Road	007649	\$4,691,000	Construction of preschool according to prints	5/17/2008
119	Gorman Road	007613	N/A	Demolition of kindergarten section approx. 4,400 sq ft	6/18/2007

119	Gorman Road	007649	N/A	Preschool foundation lower level 3,060 sq ft - main level 14,413 sq ft, canopy 270 sq ft	7/16/2007
119	Gorman Road	007302	\$78,000	Installation of 300 KW generator and ATS switch	5/25/2006
119	Gorman Road	006096	\$509,000	Heating system modifications at the Middle School	5/28/2002
119	Gorman Road	005233	N/A	Remove 2,000 gallon underground gas tank	7/30/1998
119	Gorman Road	004075	N/A	Electrical work	8/11/1997
119	Gorman Road	003995	\$5,250	Repair to existing gable ends and gutters	5/5/1997
119	Gorman Road	003423	\$100,000	Sprinkler system	1/5/1995
119	Gorman Road	003313	\$9,000,000	New addition and existing building renovation	7/25/1994
119	Gorman Road	003342	\$14,000	Temporary trailer for teacher's lounge	8/23/1994
119	Gorman Road	ZP 95-7	N/A	N/A	7/22/1994
119	Gorman Road	003333	\$3,000	Relocate computers/computer room	8/11/1994
119	Gorman Road	002876	\$3,000	Replacement of 1,000 gallon #2 fuel oil tank - inground	8/11/1992
119	Gorman Road	002664	N/A	New science room- gas burners- electrical and drains	8/28/1991
119	Gorman Road	001859	N/A	73 x 60 Building for purpose of four classrooms	10/19/1988
119	Gorman Road	ZP 86-187	\$76,000	School addition/class room's	12/16/1986
119	Gorman Road	041001	N/A	Redirect water flow to original site of brook, build observation decks at pond	N/A
119	Gorman Road	001048	N/A	25' x 56' Storage building w/ 10,000 gallon tank	4/30/1985
119	Gorman Road	B-18-166	\$150,000	Install new electric feed to new hot water heater (elementary school)	N/A
119	Gorman Road	22-29M	\$157,024	Replace Elementary School domestic hot water heater	6/28/2022
119	Gorman Road	22-30M	\$130,302	Middle School - Replace two oil fired boilers	6/28/2022
119	Gorman Road	22-14P	\$19,011	Replace Middle School domestic hot water heater	6/28/2022
119	Gorman Road	22-12P	\$21,084	Replace Elementary School domestic hot water heater	6/28/2022
Public Works					
95	Rukstela Road	Z-20-21	N/A	Zoning permit for donation bin	3/16/2020
95	Rukstela Road	B-20-18	\$1,000	200 amp U/G Electric service	1/27/2020
95	Rukstela Road	B-17-227	\$1,000	Install generator for transfer switch, concrete pad 6 ft x 8ft	9/11/2017
95	Rukstela Road	009541	\$2,000	Installing security cameras	7/10/2014

95	Rukstela Road	009260	\$4,000	Installation of 500 gallon U/G propane tank with propane lines	7/11/2013
95	Rukstela Road	008827	N/A	Town garage 70 x 120 8,400 sq ft	12/27/2011
East Brooklyn Fire Department					
15	South Main St	B-20-150	N/A	Ductless mini split A/C	6/11/2020
15	South Main St	008949	\$35,000	Re-roof	6/14/2012
15	South Main St	009082	\$25,000	Installation of 36K generator with transfer switch	11/28/2012
15	South Main St	006597	N/A	Renovations to existing building	3/4/2004
15	South Main St	003662	\$1,000	Install draft innverta gas hot water tank	1/25/1996
15	South Main St	003456	\$2,000	Two 120Volt circuits for sign and cameras	3/31/1995
15	South Main St	003390	\$225,000	Vehicle emmission inspection facility	10/28/1994
Town Garage					
61	South Main St	008595	N/A	Installation of two trailers for temp. offices fro twon garage and Blk garage personnel in town garage parking lot	2/17/2011
61	South Main St	008744	\$80,000	Repair of roof to existing garage	12/22/2011
61	South Main St	008165	\$1,000	Upgrade service meter	6/4/2009
61	South Main St	005621	\$35,000	Installation of (1) 5000 gallon above ground double wall diesel fuel tank at the Dept of Public Works garage	5/18/2000
61	South Main St	005323	N/A	Remove two underground tanks	7/30/1998
61	South Main St	004059	\$1,400	Roofing and deck work	7/28/1997
61	South Main St	003248	\$2,000	Install new 200amp service and install outlets and lights	4/29/1994
61	South Main St	002653	N/A	No description	8/9/1991
61	South Main St	001874	\$16,000	Rewire existing building insulate and sheet rock	12/16/1988
61	South Main St	052488	N/A	Second little league field adjoining town garage	5/24/1988
Green Building					
69	South Main St	009293	\$4,000	Installation of 14KW generator and transfer switch	8/20/2013
69	South Main St	008867	N/A	Add one computer line and one telephone line to Fire Marshall Office	2/12/2012
69	South Main St	008232	\$39,881	Strip and reroof	8/24/2009

69	South Main St	007776	\$158,000	Office Conversion	1/7/2008
69	South Main St	007486	\$350,000	Renovation interior to building	12/27/2006
69	South Main St	007254	\$706,900	Renovation of Senior Center	12/11/2006
69	South Main St	006889	N/A	Remove and replace attic insulation, drywall, repair ceiling	1/25/2005
69	South Main St	006626	\$14,000	Water drainage repair	4/5/2004
69	South Main St	003509	\$97,000	Renovate 1,456 sq ft multi purpose room	6/5/1995
69	South Main St	003426	\$74,964	Structural - roof	1/9/1995
69	South Main St	002952	\$6,000	Repair of Building	12/10/1992
69	South Main St	001972	\$1,000	Install 40amp 220V circuit for kiln and fan	4/4/1989
Town Hall					
4	Wolf Den	009462	\$1,000	Install light on flag pole	3/24/2014
4	Wolf Den	008093	\$46,000	Replacement windows	1/20/2009
4	Wolf Den	007630	\$25,000	Structural repair to cupola	6/22/2007
4	Wolf Den	008037	\$12,000	Insulate attic, flash chimney, replace Z beams, replace 10 posts, repair trim	10/27/2007
4	Wolf Den	007301	\$22,000	Installation of 30KW generator and ATS switch	5/25/2006
4	Wolf Den	007347	N/A	Replace handicap ramp	6/29/2000

