

**Capital Expenditure  
Meeting Minutes  
Tuesday, February 24, 2015  
6:30pm Clifford B. Green Memorial Center**

**Present:** Joe Voccio, Rick Ives, Robert Kelleher, Andrew Dionne, Robert Rossi, Hans Koell, and April Blymiller; Recording Secretary

**Absent (with notice):** Michael Gaudreau (at Parks and Recreation Commission Meeting) and Felix Ramos

**Also Present:** Jeffery Otto

- 1) **Call to Order:** Joe Voccio called the meeting to order at 6:35pm.
- 2) **Public Comment:** None
- 3) **Orientation:** Joe Voccio hoped to have a summary of the last 4-5 years of Capital requests, so that the Committee could review what was approved in the past, what has been spent to date, and what is remaining in the Capital non-recurring account and could possibly be used for this year's projects. The report will be reviewed at a later date.

The object of Capital Expenditure is to screen capital funding applications and make recommendations to the Board of Finance through the budget process. There is a request this year that are from past years; Fire Alarm System for the schools. The Committee hopes to have a Public Meeting to approve of the Fire Alarm System for the Brooklyn Schools before the Public Meeting for the budget.

- The applications that the Committee has received so far are:
  - **Board of Education:** Fire Alarm System, Phones, Computer Wiring/Cabling, Key Scan System for school security, and Baseball Fields
  - **Resource Recovery:** Scale (5 year plan)
  - **Parks and Recreation:** A tractor with snow attachment for cleaning sidewalks and other high traffic areas in Town (this may be a 5 year plan)
- Robert Kelleher went over the projects that the Capital Committee approved of last year:

<b>Project</b>	<b>Amount Funded</b>	<b>Outcome</b>
Rose Wing Roof and Fascia	\$65,000.00	The money has not yet been spent; the money is sitting in Capital nonrecurring and has been appropriated.
Security Needs Analysis and Plan	\$10,000.00	The money is still available.
Computers (BOED)	\$29,100.00	Approximately \$13,000 was spent on the computers. Approximately \$16,100 is still left; it was for the wiring of the computers, but it was not finished. The wiring/cabling of the computers is a part of the applications for this year's Capital Funding.
Backhoe	\$112,000.00	Rick Ives said that the actual price was way below the \$112,000.00, because they bought a demonstration truck.
Pick-Up Truck (Highway)	\$35,000.00	The truck was purchased.
Highway Garage Door Openers	\$8,000.00	Rick Ives said that it came in a little less the \$8,000.00.

Pick-Up Truck (Rec)	\$31,000.00	The truck was purchased, but was over by about \$17.00, which came out of the regular budget, according to Rick Ives
Sidewalk Match Fund	\$15,000.00	Some of the money has been spent on surveying, according to Rick Ives. He would have to get a break down for other expenses. It has been approved by the State.
Town Hall Phone System	\$21,000.00	Did not go over budget.
Repair Town Hall Steps	\$12,000.00	Both sets of steps have been repaired, there may be a little left over, according to Rick Ives.
Teen Center	\$10,000.00	The money has been spent.
Planning and Zoning Consultant	\$27,000.00	\$10,000.00 of the money has been spent/committed, according to Rick Ives. The bids have been opened. They may need more money, but that would come through this year's Capital Funding.
Fire Rescue Truck	\$466,000.00	That has been spent.

- If the Committee financed a Capital item through bonding and did not spend all of the money, they would have to apply the extra to pay off the bonding mechanism used, according to Rick Ives. It was then asked if the Committee would be able to move amounts around from items last year to items this year. The answer is no, unless it is in the same type of item from the year before like the wiring for the School; the money was not used last year, so it might be able to be used this year for the wiring.

**4) Discussion on Board of Education Fire Alarm Request:** Hughes Associates created a Fire Alarm Systems Evaluation (attached to the minutes) for \$5,900.00. Dr. Berry, on behalf of the Board of Education, retained Hughes Associates to provide additional construction and bidding services. The full contact amount was \$32,000.00. Joe Voccio asked the Committee, when they consider the project, to aggregate the costs and know that they will most likely use what was previously approved to offset the total amount.

- Within the evaluation, Hughes Associates included a Cost Estimates (pg. 13 in the PDF):

**6.0 COST ESTIMATES**

Hughes presents the following estimated construction costs for installing new fire alarm systems in both the Middle School and Elementary/Pre-School Buildings. The costs below do not include engineering design services.

Middle School Fire Alarm System Replacement:	~\$100,000.00 – \$120,000.00
Elementary/Pre-School Fire Alarm System Replacement:	~\$120,000.00 – \$140,000.00
<b>Total Estimated Construction Costs:</b>	<b>~\$220,000.00 – \$260,000.00</b>

It should be clarified that the estimated cost for the Elementary/Pre-School represents a completely new fire alarm system. As included in the previous recommendations, if the existing Simplex 4100U fire alarm control unit in the west portion of the building is reused, this estimate may be slightly lower.

- The low bid for the fire alarm system was the Fire Suppression Systems Group. Their amounts were: Middle School: \$185,700.00, Elementary School: \$201,560.00, Total Bid: \$387,260.00
  - The Committee also needs to consider additional funds for yearly fire alarm testing and other upkeep expenses.

- Discussion ensued about how the Elementary School has portions that are partially sprinkled (pg. 6 in the PDF) and how the Committee is not sure if the bids included finishing the sprinkler system in the school.
  - Rick Ives mentioned that estimates have been drastically different. He wants to know why there is such a difference between the low bid and the proposed amount given by Hughes Associates (\$127,260.00 difference). Hans Koell asked if maybe some of the bidders are putting in all new equipment, rather than using the equipment already installed that is still in good working order (Simplex), which might explain the differing bid amounts. Joe Voccio would like to ask Hughes Associates some questions and would like to talk with them at the next meeting. The Committee is not comfortable with the differences between the bids and Hughes Associates' estimates. Discussion ensued. The low bidder is a company that Hughes Associates has worked with multiple times in the past. Tony, the new facility's manager for the schools, said that Simplex service calls are difficult. The new fire system can be maintained by any company that the Board of Education hires.
  - Robert Kelleher stated that Joe Voccio should contact Hughes Associates to have the engineer and Board of Education come to the next meeting to answer the Committee's questions. Joe Voccio agreed.
  - Rick Ives mentioned that if one goes proposal goes early, the Board of Education would want all of their proposals to go to the Town Meeting early too, but it would be better just to have the fire alarm system by itself for the Public Meeting. The Committee agrees with Rick Ives. Joe Voccio asked Robert Rossi if there is urgency with any other projects other than the wiring and fire alarm system. Robert Rossi feels that the school phones are important too, because they keep breaking down. The other projects, except the fire alarm system, can wait until the actual budget meeting.
    - The Committee will go over all of the Board of Education requests next meeting.
  - Hans Koell asked if there were any grants available to help pay for the fire alarm system; Rick Ives said that there were no grants at this point in time, although security for the school does have grants.
  - Rose Wing Roof is set to go; no extra Capital expense; \$65,000.00 totaled from last year.
- 5) **Other Business:** Scale – Andrew Dionne asked about a deal between Rawson Materials and the Town that they would replace the scale after they were done using it for gravel that they were taking out. Rick Ives explained the deal: If they took out a certain amount of gravel, then Rawson Materials would buy a scale and change the roads that they would use. They have not come close to the amount of gravel and they are currently in negotiations with Canterbury. The scale is not for this year, but will be asked for in the next couple of years.
- 6) **Set Next Meeting Date:** The next meeting will be March 11<sup>th</sup> at 6:30pm at the Clifford B. Green Memorial Center. During that meeting, the Committee will review all of the Board of Education requests. The engineer from Hughes Associates will hopefully attend the meeting in order to answer the questions the Committee has on their evaluation. The Board of Education is also invited to attend the meeting.
- 7) **Public Meeting Date:** Not yet set, hopefully it will be in April.
- 8) **Public Comment:** Jeffery Otto suggested asking Hughes Associates why there were only two bidders for the fire alarm system. He feels that Hughes Associates need to answer some questions.

- 9) **Adjourn:** Andrew Dionne made a motion to adjourn the meeting at 7:29pm. Robert Kelleher seconded the motion. No discussion. Motion passed.

Respectfully Submitted;  
April N. Blymiller  
Recording Secretary