

**Capital Expenditure
Meeting Minutes
Thursday, March 24, 2016
7:00pm Clifford B. Green Memorial Center**

Present: Joe Voccio, Rick Ives, Robert Kelleher, Andrew Dionne, Aimee Genna, Michael Gaudreau, Felix Ramos, Hans Koehl, and April Lamothe; Recording Secretary

Also Present: Lou Brodeur, Jim Warren, Thomas Rukstela, Tony Tusia, and Public

1) **Call to Order:** Joe Voccio called the meeting to order at 7:03pm.

2) **Public Comments:** None

3) **Capital Presentations:**

- **Mortlake Fire Company:** Lou Brodeur presented the Capital request for Mortlake Fire Company. Mortlake wants to replace their current generator with a new one. They had originally thought the price would be around \$28,000, but the first bid that has come in is for \$20,432.48 (see Attachment 1: Mortlake Fire Company). Mortlake will remove the old generator and will supply labor during the installation in order to keep the costs down. A second bid should be coming in on Monday. Mortlake will lay the concrete pad that is needed to place the generator and propane tank on.
 - Andrew Dionne suggested that the Committee should add a little extra to cover any extra costs that might happen.
 - Tony Tusia made a suggestion that Lou Brodeur contact Main Power Diesel for a bid.
 - Robert Kelleher asked if this would have to go to bid and who would handle the bidding process. Joe Voccio said that Mortlake should go to bid since they already have one bid and the Committee will add cushion to the bid amount. Andrew Dionne asked who will oversee the project. Rick Ives said that the Town will help with the bidding and legal processes.
- **East Brooklyn Fire Company:** Rick Ives presented the Capital request for the East Brooklyn Fire Company. They want to build a concrete pad in front of their station and deal with draining issues caused by the driveway settling. The pad would be 12 ft. x 32 ft. x 8 in., with revised draining. There is a quote for \$12,800. A very little excavation needs to be done for the project.
 - Andrew Dionne asked who owns the building. Rick Ives responded that the Fire District owns the building.
 - Robert Kelleher questioned if it would have to go to bid. Rick Ives said that if the Town's money is used for the project, then they should go to bid to make sure the best cost is found.
- **Fire Departments Future Capital Items for the 5-year plan**
 - **East Brooklyn Fire Company:** Jim Warren found a company that will lease fire trucks and ambulances, if leasing is the correct way to proceed. Two ETs are coming up; East Brooklyn in 2016 and Mortlake in 2018. If they can be bundled together, a good deal could be made. Also the payments could be spread out over 10 years; \$134,250.43 a year according to the quote (see Attachment 2: East Brooklyn Fire Company), after which the Town would keep the truck.

- ◆ Rick Ives feels like the Committee should wait until the recommendation of the Fire Commissioners and he is not convinced that the Town will be buying two fire trucks.
- **Mortlake Fire Company:** Lou Brodeur mentioned that Mortlake is looking into refurbishing one of their trucks instead of replacing it. By refurbishing the truck, it will push back the purchase of a new truck by 6-8 years. The approximant cost to refurbish the truck would be \$150,000. The refurbishing is planning for the 2016-2017 budget.
 - ◆ Robert Kelleher agrees with Rick Ives that he does not feel like these numbers should be plugged into Capital's 5-year plan; they need to come from the Fire Commissioners first.
 - ◆ Andrew Dionne likes that the Fire Department are looking at leasing and that he knows what will be happening in future years.
- **General Government**
 - **Public Works:** There is one highway truck that should have been replaced two years ago and one truck that should be replaced this year. Public Works had been asked to recapture repair records for their vehicles (see Attachment 3: Public Works, pages 2-5). Rick Ives stated that Public Works is asking for two trucks this year so that they can keep their fleet running well and longer. There is one quote for \$165,000 for a truck and chasse together (see Attachment 3: Public Works, pages 6-15). The truck/chasse would have to go to bid. Thomas Rukstela spoke with the company and they said if a few towns all bought trucks at the same time, they might be able to make a deal with the towns.
 - ◆ Andrew Dionne asked about leasing trucks since the Committee had discussed it last year. Rick Ives said that he found one company that after five years they would take the old truck back and give the Town a new one, but the rules for leasing made it not worth it.
 - ◆ Andrew Dionne inquired what two trucks would be leaving. Thomas Rukstela replied that Trucks 1 (2003 International) and 11 (1992 International) would be scrapped; there is no real resale/trade value. Felix Ramos asked what the two truck do. Thomas Rukstela stated that they are used for sanding and plowing.
 - ◆ Andrew Dionne asked if there were back-up trucks. Thomas Rukstela replied yes; there are five main trucks, with one, possibly two, back-up trucks that can be used for plowing and sanding. One of them is the patch truck. Andrew Dionne questioned why Truck 6 (1995 International) was not being replaced. Thomas Rukstela replied that it was the chip truck and because it is not used full time, it is good enough for the job.
 - ◆ Joe Voccio asked what brand the proposal was for: International or Peterbilt. Thomas Rukstela said that it is up to the bid process, but International has not bided, Peterbilt has sent in a bid, and Mack has shown an interest. Robert Kelleher questioned is it easier or any savings to keep all one type of truck rather than having different brands. Thomas Rukstela agreed, it would be easier for stocking parts. Also he has been getting aluminum bodies and cabs, which keeps rot away and spraying them with a rust inhibitor, along with sandblasting and repainting them. Joe Voccio asked what specs would be used for the three different companies. Thomas Rukstela said that he would use the same spec as always.

Joe Voccio stated that the Committee will be considering two trucks at \$161,000.00.

- **Allowance:** Rick Ives spoke of the allowance of \$25,000 that the Committee had put aside for Parks and Recreation in case the snow blower and sander broke down and had to be fixed right away. He feels that the allowance should be added to by \$15,000, to raise the account to \$40,000, in case the Parks and Recreation truck, which has been repaired and is currently working, breaks down again; knowing that Parks and Recreation would have to go to the Board of Finance to get approval. He does not feel the need to replace the snow blower and sander right now since they are working fine and there is money to replace it, if needed.
 - ◆ Felix Ramos asked any of the money was used this past year. Rick Ives responded no, that they did not use any of it. Felix Ramos then asked what happens with the money. Rick Ives said that it sits in Capital until it is used or given back to the Town.
 - ◆ Michael Gaudreau feels that it a good practice to have the money on hand for when it is needed. The Committee would have to explain to the taxpayers why the money is just sitting in the account.
 - ◆ Hans Koehl asked if it would still go through a bid process. Rick Ives said yes. Joe Voccio stated that having the allowance allows the Town to avoid having a public meeting and vote about the item, which takes between six to eight weeks.
 - ◆ Robert Kelleher asked if the allowance would be for any repairs in Town. Joe Voccio said that it was for any unforeseen expense in Town. He then asked Rick Ives if \$50,000 in the allowance would be better. Rick Ives agreed, but no more than that. The allowance will be discussed more at the next meeting.
- **Board of Education**
 - **Energy Management System:** Tony Tusia presented an Energy Management System for \$55,000 that would control the air conditioning and the heating systems in the schools. One of the current systems is Novar which is about 20 years old and runs on DOS, which is not being supported anymore. Also finding parts to repair the Novar system is getting harder; the last repair was done with used parts. When the Pre-School was done, a system called Trend was used and the gym has a system called Trinity. These three different systems do not talk to each other. Trend has merged with Novar, but they are not supporting the main CPUs any longer. Trend has made a device that will see through Trend and talk to the Novar system by replacing the lingos. This would get rid of the DOS system, bring the systems current, and have all of the systems talking to each other for \$55,000 instead of a hundred thousand dollars.
 - ◆ Rick Ives asked if the School would need a new system in a few years. Tony Tusia replied that with the device Trend is making, if a node fails that is in the Novar, it can be replaced by Trend. He would like to have everything in Trend, but does not want to buy a whole new system. Tony Tusia will get a quote to change all the nodes to Trend. Rick Ives questioned if the system needed to be changed now. Tony Tusia said no, it is working with the used parts, but the parts are getting harder to come by.
 - ◆ Joe Voccio asked what is the work that would be needed to be done. Tony Tusia said that the CPUs would be replaced, there would be no wiring, just a week

worth of programming. There would be more work and money needed if the nodes were changed to Trend since wiring would need to be done. Joe Voccio asked if this could be done in two phases or would it be better pricing if all at once. Tony Tusia replied that he would look into it.

- Felix Ramos asked about the safety system. Tony Tusia replied that it is finished. The fire alarms are almost complete too; patching is just left.
- **Roofing:** Tony Tusia had a report done from SR Products in order to give the Committee an idea of the cost of replacing the roofing on the schools (see Attachment 4: Schools). The main Middle School roof is 20 years old, asphalt with gravel, and it is not that bad. The Elementary School roof is in worse shape than the Middle School. The roofs that were done in 1990 and 1995 have their warranties that have run out and are available for reimbursement (see Attachment 4: Schools, the page between 5 and 6). The roofs there were done in 1999 still have their warranties, which are \$15,000 pro-rated. Section D and E, which are flat roofs of PVC, are the worst because they are starting to crack. Although it is a small area, it will be expensive because in order to get State reimbursement, the roof would have to be torn down all the way to the deck and double drip drainage would have to be installed. Tony Tusia said that there are different ways that it could be done: do it all in one shot, wait until all the parts are reimbursable, do everything but the 1999 roofs, or try to fix the worst parts. Rick Ives feels that both school roofs should be done at the same time; Tony Tusia agrees. Rick Ives suggested that Tony Tusia ask the Committee for money for an architect and then get a building committee going to get the roofs done at the same time.
 - ◆ Aimee Genna asked if they should be looking at solar panels for the schools. Tony Tusia said that someone should search for a grant. Joe Voccio added that if they were getting money for specs, maybe the Board of Education could get some money for research to see where the panels could be placed.
 - ◆ Felix Ramos asked how much the Board of Education would need for this year from Capital. Rick Ives said around \$30,000 for the architect. Joe Voccio said \$100,000 to cover measuring, review existing materials, and asbestos core testing so that when they bring it to the State all the findings will be in order. Also he mentioned that they need to find a company that is used to working with Board of Educations or similar experiences. He also feels that the roof is more of a priory the Energy Management System. Robert Kelleher disagrees.
 - ◆ Prices, for everything needed to replace the roofs: \$2.1 million for the Middle School and \$1.7 million for the Elementary School, for a total of \$4 million for both schools.
 - ◆ Tony Tusia will call around for the spec cost, to see what number the Board of Education would be looking from Capital this year.
- Andrew Dionne asked how the driveway was holding up. Tony Tusia replied that the drop off and pick up routine are working well, though it will need paving at some point.
- **LED Upgrade:** Tony Tusia has been replacing the old bulbs as they burn out and as his budget allows with LED bulbs. The bulbs that he has been getting already have the Connecticut reimbursement built into them at purchase. Rick Ives has someone

coming in from Eversource that might be able to help with the LED upgrade and grant money.

- Michael Gaudreau made a motion to add Parks and Recreation to the agenda. Andrew Dionne seconded the motion. No discussion. Motion passed 8-0.
- **Parks and Recreation:** Michael Gaudreau said that the Parks and Recreation commission decided not to request anything this year, but they have developed a 5-year plan. The dump truck, tractor, and mower have been moved to 2017.

4) Scheduling of Next Capital Meetings:

- **April 14, 2016: Discussion and Action on Capital Requests**

- The meeting will be held after the Board of Selectmen meeting. If any other Capital Committee requests are received, Joe Voccio will send them in an email the rest of the Committee.
- Felix Ramos is not able to make the meeting. Joe Voccio and Felix Ramos will discuss the requests so that the Committee has his input.

- **April 20, 2016: Presentation of Capital Items to the Board of Finance**

5) **Public Comment:** None

6) **Other Business:** None

7) **Adjournment:** Rick Ives made a motion to adjourn the meeting at 8:15pm. Aimee Genna seconded the motion. No discussion. Motion passed.

Sincerely Submitted,
April Lamothe
Recording Sectary