

**Capital Expenditure  
Meeting Minutes  
Thursday, April 14, 2015  
7:30pm Clifford B. Green Memorial Center**

**Present:** Joe Voccio, Rick Ives, Andrew Dionne, Aimee Genna, Michael Gaudreau, Hans Koell, and April Lamothe; Recording Secretary

**Absent (with notice):** Felix Ramos and Robert Kelleher

**Also Present:** Tony Tusia, Thomas Rukstela, Lou and Sandra Brodeur, WINY, and Norwich Bulletin

- 1) **Call to Order:** The meeting was called to order at 7:30pm.
- 2) **Approval of Previous Meeting Minutes:** Andrew Dionne made a motion to accept the pervious minutes. Hans Koell seconded the motion. No discussion. The motion passed 6-0.
- 3) **Public Comment:** None
- 4) **Review of all Capital Proposals:**
  - Energy Management System for the Schools: \$60,000
  - Mortlake Fire Company Generator: \$22,000
  - East Brooklyn Fire Company Concrete Pad: \$13,000
  - Public Works Vehicles: \$330,000
  - Unforeseen Repairs/Replacements: \$20,000 - \$25,000
  - Roof Allowance for the Schools
  - Joe Voccio opened public comment for those whom submitted requests to the Capital Expenditure Committee.
  - **Roof Allowance for the Schools:** Tony Tusia reported on the estimates that he received for the school roofs for the architectural designs and bringing the designs to the State. He has asked three companies for estimates and, so far, has received two back. The first estimate based their price on the square footage of the roofs for a total of \$90,000 (\$30,000 for the elementary school and \$60,000 for the middle school). The second estimate based their price on the types of roofs for a total of \$180,000 (\$85,000 for the elementary school and \$95,000 for the middle school). The Garland company will be coming in to survey the roofs' conditions in order for the estimates will have another number to take into consideration.
    - Rick Ives asked when the construction would take place. Tony Tusia replied that it would be the summer of 2017 at the earliest. Rick Ives wants to make sure the Board of Education wants to replace the roofs.
    - Andrew Dionne asked why there is a large difference between the prices. Tony Tusia replied that he did not know the reason for the difference and why he is waiting for the third estimate to come in to see where that one falls into place.
    - Michael Gaudreau asked what is more important; the roof or energy management system. Tony Tusia said that the roofs need to be on the radar because it is only going to get worst and the energy management system can be nursed along.
  - **Energy Management System for the Schools:** Tony Tusia presented the two quotes that he received for the energy management system. Quote 1, presented at the last meeting, replaces the Novar's lingos to Trend lingos and would cost \$58,000 (see Attachment 1:

Lingos). Quote 2 would replace all of the Novar systems to the Trend system, effectively creating a new system, which would cost \$200,000 (see Attachment 2: All Trend).

- He also said he could do some of the work on the all Trend system, which would bring the price down to \$170,000. This option gives room for expansion and it would not have to be worried about for a long while. Replacing the whole system now, prevents it from being done in a few years, which would have to be done with just replacing the lingos.
- **Mortlake Fire Company Generator:** (\$22,000 for the generator, propane tank, installation, and, concrete pad.) Lou Brodeur stated that he put in a second bid, but has not heard back yet.
  - Joe Voccio asked why Mortlake Fire Company did not put the generator in their building line item. Lou Brodeur responded that the Fire Commissioners said to bring it to Capital instead of upping their budget and having an increase. Rick Ives commented that the fire department do not use Capital Expenditure except for apparatuses. When the departments ask for items for their buildings that they own, the item will be paid for by the taxpayers either by Capital or the taxpayers if it is the regular budget. Using Capital, it allows their budget to stay the same.

#### **Discussion of Requests**

- Andrew Dionne asked if there was a certain dollar amount that Capital should spend a year. Rick Ives responded that the amount is what the projects need it to be. Joe Voccio said because it works with the budget the amounts can change year to year. Michael Gaudreau said that they will have to sell the Capital budget.
- **Public Works Vehicles:** Joe Voccio asked why there needs to be two trucks instead of one for Public Works. Rick Ives responded that one of the trucks should have been replaced in 2012 and he does not want to repeat the same problems with the truck that is currently scheduled to be replaced this year. The Committee agreed that the trucks were needed. Rick Ives said that would most likely put it in BANs, where the Town does not have to pay on the principal for four years. Thomas Rukstela said that this would get the Public Works Department back on its correct schedule of a new truck every two years.
- **Energy Management System for the Schools:** Joe Voccio said it is needed, but there are very few replacement parts left for the old Novar system. The new Trend system would be setting the schools up for the future, but the Committee does not know the cost efficiency of the new system for the \$200,000. Tony Tusia said that he can keep nursing it along, but does not want to. He also does not think the Committee should do the band aid. Rick Ives and Andrew Dionne agreed. Rick Ives asked if there were any grants for the new system; Tony Tusia said that he would look into them. Joe Voccio said that the consensus was that the band aid approach is a no, but still considering the new system.
  - Andrew Dionne said that he would like to push the roof allowance ahead of the energy management system. Joe Voccio agreed and said that it seems like the energy management system needs to have research done if the whole system would be replaced. Tony Tusia agreed with him and will do more research, especially for other Honeywell energy management systems.
  - The energy management system will have a lower ranking, but it will be kept on the books because more information is needed.
- **Roof Allowance for the Schools:** The Committee agreed upon having an allowance of \$100,000 for the architects. Aimee Genna questioned the estimate prices again. Tony

Tusia believes that the prices must differ because of how the two companies based their prices, one based on square footage and the other on the type of roof. Joe Voccio mentioned that there should be a walk through so that the architects know what the roofs really look like.

- **Mortlake Fire Company Generator:** - The Committee agreed on \$22,000 for the generator.
  - **East Brooklyn Fire Company Concrete Pad:** The Fire Department has a firm bid at \$12,800. The Committee agreed upon \$13,000 for their request.
  - **Unforeseen Repairs/Replacements:** – Rick Ives said that it would be for any department for vehicles and/or equipment, not for building repairs. Andrew Dionne asked if the money can be used for shoveling; Rick Ives responded that the Town has the money for that. Michael Gaudreau asked if this money would be added on to the \$25,000 from last year; Rick Ives said yes. Hans Koell asked how would it be controlled. Rick Ives said that repairs would go through Board of Selectman to Board of Finance. The Committee agreed upon \$25,000 for the request.
  - **Ranking:**
    - 1) Public Works Trucks - \$330,000, 2 trucks at \$165,000 each
    - 2) School Roof Allowance - \$100,000
    - 3) East Brooklyn Fire Department Concrete Pad - \$13,000
    - 4) Mortlake Fire Department Generator - \$22,000
    - 5) Unforeseen Repairs/Replacements - \$25,000
- 5) **Action to Recommend Capital Proposals:** Rick Ives made a motion to recommend \$490,000 to the Board of Finance from the Capital Expenditure Committee. Andrew Dionne and Hans Koell seconded the motion. No discussion. Motion passed 6-0.
- 6) **Next Capital Action**
- **April 20, 2016:** Presentation of Capital Items to the Board of Finance
    - Rick Ives and Andrew Dionne will be attending the meeting. The rest of the Capital Committee is welcome to attend.
    - Joe Voccio thanked all of the member of the Committee for their service to the Town.
- 7) **Public Comment:** Sandra Brodeur asked Tony Tusia if he could look for some spare parts for the energy system for the school in case it breaks down. Tony Tusia agreed that he would look.
- 8) **Other Business:** None
- 9) **Adjournment:** Andrew Dionne made a motion to adjourn the meeting at 8:16pm. Hans Koell seconded the motion. No discussion. Motion passed 6-0.

Sincerely Submitted,  
April Lamothe  
Recording Sectary