

**Capital Improvement Planning Advisory Committee
Town of East Windsor
11 Rye Street
East Windsor, Connecticut 06088**

MINUTES OF SPECIAL MEETING

Wednesday, February 29, 2012 at 7:30 p.m.

These minutes are not official until approved at a subsequent meeting.

Members Present: Denise Menard, Joseph Pellegrini, Len Norton, and Al Rodrigue
Members Absent: Dale Nelson, Joseph Pellegrini, Joseph Sauerhoefer, Kathleen Pippin, and Richard P. Pippin, Jr.
Others: Catherine Cabral and Jason Bowsza (arrived at 7:40 p.m.)
Press: None

I. Call to Order:

First Selectwoman Denise Menard called the Special Meeting to Order at 7:30 p.m. in the East Windsor Town Hall, Conference Room, East Windsor, Connecticut.

II. Attendance

Len Norton
Al Rodrigue
Joseph Pellegrini
Denise Menard, First Selectwoman
Catherine Cabral, Treasurer

III. Discuss Ranking Priority of Requests

Ms. Menard gave to all Committee Members who were present two documents which are attached hereto and marked as Exhibit A and B.

A discussion was held regarding the ranking of the projects. It was stressed that the selected projects be CIP funded projects. Parks and Recreation request of approximately \$11,000 would be funded through CNR.

After a lengthy discussion, it was the general consensus to recommend funding of the CIP projects totaling \$711,620 or 2.15% of the over all budget. It was mentioned that the goal of the Committee is to have 2% of the general overall budget.

VI. Adjournment

The meeting was adjourned at 9:10 p.m.

Respectfully Submitted,

Denise M. Piotrowicz – Recording Secretary
For: Denise Menard, First Selectwoman

EXHIBIT A

CIP 2012-2013 Projects Ranking Sheet		Ranking by Dept*	Amount Requested	FYE 2013 New Projects
Police	Vehicles (2/3)	C	399,720	66,620
Emergency Mgmt	Generator - High School	C	135,770	130,000
Town Hall	Boiler Asbestos Removal/Boiler Replace	C	250,000	
IT/Townwide	Hardware/Software refresh		95,028	130,000
Public Works	Vehicle/Equipment Reimbursement	C	450,000	70,000
Public Works	Chip Sealing Roads	S	375,000	75,000
Public Works	Town Wide Drainage	S	250,000	30,000
	Removal & Install Exterior Doors BB Elem &			
Bd of Ed	Middle School	C	30,817	30,000
Assessor	Revaluation for 10/1/2012	M	200,000	30,000
WPCA	WPCA Roof Replacement		200,168	20,000
	Broad Brook Fire Dept.-(4) SCBA's-Scott Pack-			
Fire Depts	Bottles		100,000	
Police	Lockers/Floor/Fixtures Locker Room	C	62,568	35,000
Fire Depts	Fire Vehicle Replacement			
IT/Townwide	GIS expansion	C	75,000	
Meeting of 2/29/2012 - Proposed Recommendation				711,620

CIP Committee's target was 2% of previous year's budget = \$662,833

Committee's recommendation = 2.15%

* Dept Ranking: M=Mandated or obligated, C=Critical repair/improvement, S=Scheduled repair or improvement, D=Deferrable

** Committee ranking is 1-5 (1 = highest priority . . . 5 = lowest priority)

EXHIBIT B

Unfunded CIP projects 2012-2013

Broad Brook FD- (4) SCBA's-Scott Bottles (included with Pack funding)		40,000		18
Surveillance/Security Equipment	C	222,000	74,000	18
Generator - Scout Hall	C	68,416	68,416	19
P&R Vehicle/Equipment Replacement	C	100,000	20,000	19
Parking Lot Overlay at Town Hall	C	44,950	22,475	20
Financial Software	D	55,000	55,000	20
POCD	M	75,000	50,000	21
Repair & Addition to Salt Receiving & Storage Shed	C	32,360	32,360	21
Permitting Software	C	51,000	51,000	23
Dial A Ride New Vehicle (Town Portion)	M	20,000	20,000	24
GIS Equipment		10,000	10,000	24
GIS Continued Studies	M/S	170,000	40,000	25
Town Wide Sidewalks	C	100,000	20,000	25
WHPFD/BBFD-Thermal Imaging Cameras (2each)	C	52,560	52,560	28
Parking Rail Project		21,000	11,000	28
EW Parks Projects	C/S	147,000	65,000	28
BB Counter Tops/Sinks/Faucet Replacement	C	32,850	32,850	28
High School Carpet Replacement	C/S	82,680	82,680	33
Basketball Court Refurbishing	C/S	60,000	30,000	36
Scoreboards	D	60,000	20,000	37
BBFD Gear Washer/Dryer & Gear Replacement		75,000	75,000	38
WHPFD-Replace Parking Lot Bridge St. Fire Station	C	125,000	125,000	40
WHPFD-Renovate Bridge St. Fire Station	C	1,000,000	125,000	40
Design Plans	C	150,000	150,000	41
Boundless playground Phase Two	S	80,000		42

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