

**CAPITAL IMPROVEMENT PLANNING ADVISORY COMMITTEE
TOWN OF EAST WINDSOR
11 RYE STREET
EAST WINDSOR, CONNECTICUT 06088**

MINUTES OF SPECIAL MEETING

Tuesday, January 8, 2013 at 5:30 p.m.

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

Members Present: Denise Menard, Dale Nelson, Len Norton, Joseph Sauerhoefer, Joseph Pellegrini, Kathleen Pippin, Richard P. Pippin, Jr. and Al Rodrigue
Members Absent: None
Others: Catherine Cabral, Police Chief Edward DeMarco, Deputy Police Chief Roger Hart, David Lockwood, Thomas Arcari, Gerald Bancroft, James Barton, D. James Barton, and Vic DeCapula
Press: None

I. Call to Order:

First Selectwoman Denise Menard called the Special Meeting to Order at 5:36 p.m. in the East Windsor Town Hall, Conference Room, East Windsor, Connecticut.

II. Attendance

Dale Nelson
Len Norton
Joseph Pellegrini
Kathleen Pippin
Richard P. Pippin, Jr.
Joseph Sauerhoefer
Al Rodrigue
Denise Menard, First Selectwoman
Catherine Cabral, Treasurer

III. Public Participation

None.

VI. New Business

a. Approval of December 11, 2012 Meeting Minutes

It was **MOVED** (Sauerhoefer) and **SECONDED** (Pellegrini) and **PASSED** (7-0)(In Favor – D. Nelson, L. Norton, K. Pippin, R. Pippin, J. Sauerhoefer, J. Pellegrini, and A. Rodrigue; Opposed – None; Abstained – None) that the Capital

Improvement Planning Advisory Committee approves the December 11, 2012
Special Meeting Minutes as presented.

b. Capital Improvement Presentations

1. East Windsor Police Department

Ms. Menard introduced Chief Edward DeMarco and Deputy Chief Roger Hart to the Board to discuss the Police Department's capital improvement requests for the fiscal year 2013-2014. Chief DeMarco indicated the first request is for cruisers. The department is on a rotation and last year the department received two vehicles and this year the department is due three vehicles. The estimated cost for the cruisers is \$99,888 for three cruisers. Deputy Chief Hart indicated that the price for the vehicles are the same as they were last fiscal year and reminded the Committee that Ford is no longer manufacturing the Crown Victoria and the new vehicles would be the Ford Inceptor. The vehicles will be all wheel drive. The cost of having all wheel drive vehicles is thought to be cheaper than having to purchase summer tires and winter tires.

The Committee was given an inventory of the Police Department's fleet of vehicles. It was noted on Page 2 that there are a few cars which have over 100,000 miles on them and one in particular has 154,000 miles. Those vehicles are usually taken off the road, but it is the thought that the best vehicle of those vehicles will be used for the K-9 Unit.

A brief discussion was held.

The next request discussed was the request for Department Flooring. It was indicated that over the last eight or nine years the carpet has been replaced, but the carpet purchased was not commercial grade, it was residential grade; therefore, due to the constant foot traffic at the Department, the carpeting is starting to peel away and is worn in areas and it has water damage. There are a multitude of reasons which was given in the request of the reasons for this request.

The next request discussed was Animal Control. Deputy Chief Hart indicated that the vehicle which is being used by the Animal Control Officer is a 2004 Ford Windstar. This vehicle is not a utility vehicle but is a passenger vehicle. It current has 115,000 miles on the vehicle and has had many repairs recently, including three new transmissions. Ford did reimburse the Department for one of those transmissions; however, each other time the cost was \$1,000 to \$3,000. The Department is looking to purchase a utility vehicle such as a Toyota Tacoma.

A brief discussion was held.

2. Emergency Management

Chief Edward DeMarco and Deputy Chief Roger Hart addressed the Board. Chief DeMarco indicated Emergency Management has two requests to the Committee. Due to the most recent storms, the issues the Town will have to deal with are power issues and shelters. The first request is for Light Towers which can be used and could be transported to different locations if needed. The cost to purchase two would be approximately \$35,000. It was noted that one of the Light Towers would be approximately \$17,500, but just one would not meet the threshold for capital improvement projects. The Chief indicated that the Town has applied for a grant to purchase a generator for the high school. The next request is for a new generator for the Public Works Department. It is imperative that during a town wide emergency situation, the generator at the Public Works Department is working and dependable.

A lengthy discussion was held.

3. Broad Brook Fire Department

Ms. Menard introduced members of the Broad Brook Fire Department, Chief David Lockwood, Assistant Chief Thomas Arcari, Deputy Chief Gerald Bancroft to the Board. The first request discussed was the replacement of the 1990 pump truck which is in the amount of \$750,000. The problem with the current truck is the valves which have been failing on the truck. Due to the age of the truck, the cost of the replacement of the valves is very expensive. The truck will be tested in the near future. This is an annual pump test.

A brief discussion was held.

The next request was for a replacement hose which is used to move large volume of water to a scene. The example was given to get water from a pond. The hose that is currently being has a pin hole in it. This hose is approximately 1000 feet long. The hose which will be purchases costs approximately \$10,000 and the Fire Department is requesting three hoses at \$35,000. Three new hoses for each fire truck. Ms. Menard asked for back up information regarding the purchase. The Chief indicated he would get those bids together and forward them to her office.

The next request was for gear – testing and washing. This would allow the Fire Department to wash and test the gear in house. Deputy Chief Bancroft indicated some of the gear that is used is approximately 10 years old and is not suppose to be used. It was indicated that after every fire, the gear has to be washed and dried. Ms. Menard asked if the Fire Department could provide to the Committee back up information regarding the gear, washer and dryer. Deputy Chief Bancroft indicated if the washer and dryer were awarded, the Warehouse

Point Fire District would also be able to use it. Ms. Menard also asked the Fire Department if they could provide to the Committee an inventory.

A brief discussion was held.

4. Warehouse Point Fire Department

Chief James Barton, Mr. Jim Barton and Mr. Victor DeCapula addressed the Committee. Chief Barton began discussing his requests; the first request is for a new brush truck. Currently, the Department has a 1969 Ford and the Department would like to replace it with a F450 Utility Crew Cab. It would be used in rescue calls. A brief discussion was held regarding the type of vehicle and where the vehicle would be purchased. Ms. Menard requested that the Department get the back up information for the Committee. Ms. Menard also requested an inventory of list as well.

The next requested discussed was the parking lot at the Bridge Street Fire Station. Chief Barton indicated that he has requested this very project for the past two years and it has not been funded. The Department took monies from the operating budget to replace what was needed to be replaced; however the entire driveway needs to be replaced and at the same time, the underground oil tank needs to be removed. The discussion began about who owns the building and who is responsible for the maintenance cost of same. Last year, the Committee actually requested a legal opinion from the Town Attorney and it was clearly stated that projects to be considered are for Town owned and/or leased property and projects were over \$20,000. Chief Barton inquired with the Committee if they were indicated that the Town will not pay for maintenance of the building and therefore he has no other option than to tax the people in the district. Ms. Menard commented that this issue would have to be talked about with the Board of Selectmen and the Board of Selectmen would determine if the Town would be responsible for maintaining the building. This is a policy question and the Board of Selectmen would make this determination. She indicated this issue could be placed on the Board of Selectmen Agenda for the first meeting in February.

A lengthy discussion was held.

The next request discussed is for the thermal imaging cameras. The request is for two more cameras, one for Warehouse Point and one for Broad Brook. There was some confusion on what was funded last year. Ms. Cabral indicated that two cameras were funded for fiscal year 2011-2012 but not for fiscal year 2012-2013. The next request is for replacement bottles. It was noted that back in September a bunch of bottles were unable to fill due to their expired life use. Those bottles are approximately \$800 to \$900 each. The last request discussed was the

replacement of 1990 Pump Truck. The vehicle is 23 years old. It was requested that back up information be given.

c. Set Next Meeting Dates

Ms. Menard indicated that the Committee needs to schedule the next meetings for the upcoming budget sessions. After a brief discussion, it was decided that the next meeting dates will be January 17, 2013 and January 24, 2012. All of the meetings will be held at 5:30 p.m. to 7:00 p.m. at the Town Hall.

V. Adjournment

It was **MOVED** (R. Pippin) and **SECONDED** (Nelson) and **PASSED** (7-0)(In Favor – D. Nelson, L. Norton, K. Pippin, R. Pippin, J. Sauerhoefer, J. Pellegrini, and A. Rodrigue; Opposed – None; Abstained – None) that the Capital Improvement Plan Advisory Committee adjourns the January 8, 2013 Special Meeting at 6:56 p.m.

Respectfully Submitted,

Denise M. Piotrowicz
Recording Secretary