

Town of East Windsor  
Capital Improvement Planning Committee  
Special Meeting Minutes – September 30, 2015

**1. TIME AND PLACE OF MEETING**

Joe Sauerhoefer, Chairman, called the meeting to order on September 30, 2015 at 6:33 p.m. at East Windsor Town Hall

**2. ATTENDANCE**

Members in Attendance:

Joseph Sauerhoefer, Chairman  
Robert Leach  
Dale Nelson  
Kathleen Pippin  
Richard P. Pippin, Jr.  
Cathy Simonelli (needs to be sworn in)

Members unable to attend:

Elzear Rodrigue

Also In Attendance:

Denise Menard, First Selectman  
Cindy Hermes, Board of Finance Liaison

Presenters in Attendance :

Thomas Arcari, Chief Broad Brook Fire Department  
Edward J. DeMarco, Jr, Chief East Windsor Police Department  
Roger Hart, . Deputy Chief East Windsor Police Department

**3. PUBLIC PARTICIPATION - None**

**4. New Business**

- a. Approval of September 23, 2015 minutes

**MOTION: To approve the September 23, 2015 minutes, as submitted**

**Made by: NELSON**

**Seconded by: K. PIPPIN**

**ALL MEMBERS IN FAVOR.**

**MOTION CARRIED.**

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- b. Presentations
  - 1. Broad Brook Fire Department

Chief Arcari came before the Committee to discuss the Departments CIP request(s).

Project Name: SUV/Boat

Chief Arcari provided the Committee with a quote for this request. The SUV is by State bid which can increase over the two years when the request gets funded. It was noted that the request is a combination of the SUV and the Boat/Trailer for the reason that the boat and trailer are less than \$25,000. It was also noted that due to the budget parameters the department cannot transfer monies from various accounts to fund the boat/trailer. The current boat is a 1995 inflatable that is leaking. It is more cost effective to replace it rather than repair it. The SUV is 2003.

Separate from this request it was inquired if the gear needs are set. Chief Arcari indicated the department is all caught up with the gear needs currently and no request is necessary.

- 2. Police Department

Chief DeMarco and Deputy Chief Hart came before the Committee to discuss the Departments CIP request(s).

Project Name: POLICE CAMERA PROJECT

The building cameras are original from 1988. These cameras protect from liability in providing security and monitoring internally and outside the building. Two cameras are requested, one is in an area that is dark and the other will provide for upgrade to digital, providing more clarity. This request will remove the blind spot, and upgrade to digital and improve the memory capacity. The history of upgrades to this system from analog to digital was recapped and this continued upgrade will provide benefits for zooming capacity and memory storage of 90 days. This is an upgrade to the system to bring it in line with current technology and circumvents the need for emergency upgrades. The discussion of analog, which is older technology, versus digital which is current technology which provides clarity in picture, was discussed. This vendor is the preferred vendor being used currently. It is the intent to eventually work thru all of the 9 or 10 cameras for a whole digital upgrade.

There were a few questions asked that did not relate to this CIP request, but to cameras in general. There are 4 cameras for the cars are funded by previous CIP and grant monies pooled together to get a lot done. There was also an inquiry if there is grant money for body cameras and it was noted there is not grant funding for body cameras as this time.

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**POLICE VEHICLES**

Chief DeMarco and Deputy Chief Hart discussed the CIP request for 3 vehicles – 2 marked and 1 unmarked. Prices vary but are state bid amounts. The Department is heading toward a universal fit of equipment in the cars so the equipment can be moved readily to newly purchased vehicles. This CIP request has some final expenses of swapping out of the Crown Victoria style vehicles which have equipment is not compatible with newer model cars. Once the cars are universal it will allow for cost savings as systems will be compatible and easy fit to swap.

It was noted that this past year the Department was able to get 3 vehicles using CIP funding along with grant monies.

c. Discussion of 2016-2017 CIP process

The August 7, 2015 department memo and CIP Policy were distributed to the Committee.

**5. ADJOURNMENT**

**MOTION: To adjourn at 7:00 p.m.**

**Made by: NELSON**

**Seconded by: R. PIPPIN**

**ALL MEMBERS IN FAVOR.**

**MOTION CARRIED.**

Respectfully submitted,

Cynthia D. Croxford  
Recording Secretary