

# **Town of East Windsor Capital Improvement Planning Committee Special Meeting Agenda**

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**Tuesday, October 5, 2021 at 7:00 p.m.**

**AMENDED**

**1. TIME AND PLACE OF SPECIAL MEETING**

Tuesday, October 5, 2021 at 7:00 p.m.  
Town Hall, Small Meeting Room  
11 Rye Street  
Broad Brook

**2. ATTENDANCE**

**3. APPROVAL OF MEETING MINUTES**

Special Meeting Minutes of September 28, 2021

**4. PUBLIC PARTICIPATION**

**5. NEW BUSINESS**

A. Project Ranking and Allocation

**6. ADJOURNMENT**

Members:

James Barton  
Peter Larese  
Robert Leach  
Adam Mehan

Richard Pippin, Jr.  
Heather Spencer  
David Swaim  
Sabo Maniscalco – Recording Secretary

Advisors:

Jason E. Bowsza, First Selectman  
Leonard Norton, Director of Public Works  
Amy O'Toole, Finance Director

**TOWN OF EAST WINDSOR**  
**Capital Improvement Planning Committee**

11 Rye Street,  
Broad Brook, CT 06016

**MINUTES OF SPECIAL MEETING**

**Tuesday, September 28, 2021**

**\*\*\*These minutes are not official until approved at a subsequent meeting\*\*\***

**MEMBERS PRESENT:** Adam Mehan (Chair), Peter Larese, Richard Pippin, Jr., Heather Spencer, David Swaim.

**MEMBERS ABSENT:** Bob Leach, James Barton

**ADVISORY:** Amy O'Toole, Finance Director, Deputy Chief Roger Hart, East Windsor Police Department, Mathew Carl, Administrative Lieutenant, East Windsor Police Department, Sabo Maniscalco, Recording Secretary.

**1. CALL TO ORDER:**

Chairman Mehan called the Special Meeting to Order at 7:01 p.m.

**2. TIME AND PLACE OF MEETING:**

Tuesday, September 28, 2021, 7:00 p.m. at the East Windsor Town Hall Meeting Room (11 Rye Street, Broad Brook, Connecticut, 06016)

**3. APPROVAL OF MEETING MINUTES:**

**Special Meeting, September 16, 2021**

Chairman Mehan suggested making two edits to the meeting minutes. The first one is under the "East Windsor High School Roof Replacement" last paragraph on page 3. Instead of "We will be bonding this project," it should be "This could potentially be a bonding this project." Amy O'Toole also suggested removing extra this from the sentence in "This could potentially be a bonding this project." The second one is under the "Middle School Window Replacement" The second sentence in the paragraph on page 4. Instead of "*all* windows are broken and not functioning." It should be "*a significant number.*"

**MOTION** was made by (David Swaim) and **SECONDED** by (Richard Pippin) to approve the special meeting minutes as amended for September 16, 2021.

In Favor: All

Opposed: None

Motion: **PASSED**

**4. PUBLIC PARTICIPATION:**

None

5. NEW BUSINESS:

A. Project Presentations:

1. Police – Police Vehicles

Roger Hart, Deputy Chief: For the past few years we have been requesting the funding for the police vehicles through this process – two cars in one year and three cars for the next year. This plan has worked out really well for us. We have also realized that this plan progressed into having two cars or two and a half cars a year. Moving forward with this plan would fund the exact same amount.

The quote for the vehicles comes from the State Contract pricing bid. The MHQ Inc. has provided us with bid for the State of Connecticut. That is the price for the car that we get with the available and necessary options such as fleet key and several other things. We have also given you an updated list of all the vehicle mileage. At this time, we are requesting Ford Interceptors. Currently, the wait time is 6 months for the vehicles from the order date.

David Swaim: Does the quote offer three different options or three types of cars?

Roger Hart: That is the option for the base vehicle from the State Contract price. It is inexpensive Ford Explorer with all-wheel drive and the hybrid engine. The echo boost is a high performance motor and it is not necessary for us either. So, we go with the cheaper one and then when we add on the fleet key, the lock on, then there is also some insulation, and a wiring harness. They end up taking us to that price of \$33,250 and the spotlight, which is additional cost. The competitive service solutions invoice for \$18,000 is also included in the last two pages.

2. Female Locker Room

Roger Hart, Deputy Chief: We have just hired a female officer so we now need to increase the number of lockers and expand the female locker room. The estimated quote by the Facilities Management is \$123,332. We have asked them to get involved in this project.

We will also need radio in the near future. The system is over 15 years. The average life for the radio is 7 years. The State of Connecticut has built a very robust system throughout the state. That is why we are proposing to hire a consultant to help with choosing the best available option for us.

6. ADJOURNEMENT:

**MOTION** was made by (Heather Spencer) and **SECONDED** by (David Swaim) to adjourn at 7:39 p.m.

In Favor: All

Opposed: None

Motion: **PASSED**

Respectfully Submitted,

Sabo Maniscalco, Recording Secretary, Capital and Improvement Planning