

# **Town of East Windsor**

## **Capital Improvement Planning Committee**

### **Special Meeting Agenda**

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**Thursday, October 13, 2022 at 6:00 p.m.**

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

Thursday, October 13, 2022 at 6:00 p.m.  
Park Hill Community Center  
1A Park Hill Road  
Broad Brook

**2. ATTENDANCE**

**3. APPROVAL OF MEETING MINUTES**

Special Meeting Minutes of October 4, 2022

**4. PUBLIC PARTICIPATION**

**5. NEW BUSINESS**

- A. Community Services Follow Up Discussion
- B. Project Ranking and Allocation

**6. ADJOURNMENT**

Members:

Peter Larese  
Robert Leach  
Adam Mehan  
Denise Menard

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

Melissa Maltese

Advisors:

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

Town of East Windsor  
Capital Improvement Planning  
Special Meeting  
October 4, 2022

**TOWN OF EAST WINDSOR**  
**Capital Improvement Planning Committee**  
11 Rye Street,  
Broad Brook, CT 06016

**MINUTES OF SPECIAL MEETING**

**Tuesday, October 4, 2022**

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

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

**MEMBERS ABSENT:** Robert Leach

**ADVISORY:** Amy O'Toole, Director of Finance, Leonard Norton, Director of Public Works,  
Sabo Maniscalco, Recording Secretary

**1) CALL TO ORDER:**

Chairman Adam Mehan called the Special Meeting to Order at 6:01 p.m.

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

Tuesday, October 4, 2022, 6:00 p.m. at the East Windsor Town Hall, John Daly, Jr  
Meeting Room (Town Hall, 11 Rye Street, Broad Brook, Connecticut, 06016)

**3) PUBLIC PARTICIPATION:**

None

**4) NEW BUSINESS:**

**A. Project Presentations:**

**1. Building/Planning**

Ruthanne Calabrese, Director of Planning & Community Development, Town Planner, requested \$50,000 to fund the scanning of documents housed in the Planning and Development Department. The Town Planner also requested additional \$45,000 for the Planning & Development to continue the completion of the scanning project for the department.

Ken Rich, Building Official, prioritized the projects as follows:

1. Planning Files;
2. Flat Files;

3. Building Files.

**2. Parks & Recreation/Community Services**

Joseph Sauerhoefer, Deputy Director of Public Works, presented on behalf of Melissa Maltese, Director of Recreation & Community Services.

**Community Services**

1. Equipment Upgrades for the Community Center Kitchen \$40,000

**Parks & Recreation**

1. Park Amenities \$ 52,000
  - i. To replace existing charcoal grills, picnic tables in gazebos & under the Pavilion at the East Windsor Park.
2. Concrete Pads for Parks & Recreation \$ 32,000
3. Park Pavilion/Shade Structure \$ 23,500  
Gazebos
4. Repair of Basketball Courts \$ 42,000
5. Installation of Pickleball Courts  
East Windsor Park \$275,000 - \$300,000  
Osborn Park \$175,000 - \$200,000
6. Dock Replacement EW Park \$ 60,000

The Committee requested the Melissa Maltese, Director of Recreation and Community Services to provide a prioritized list of these projects.

**Department of Public Works**

Joseph Sauerhoefer, Deputy Director of Public Works, presented the following requests:

1. GIS \$ 25,000

**Public Works**

1. Facility Equipment \$ 20,000
2. Vehicle Equipment Replacement \$243,096.82
3. Town Wide Sidewalks \$100,000
4. Town Wide Drainage \$150,000
5. Chip Sealing Roads \$ 75,000



- |    |                     |             |
|----|---------------------|-------------|
| 6. | Pavement Management | \$1,000,000 |
|----|---------------------|-------------|

**Town Properties**

- |    |                          |           |
|----|--------------------------|-----------|
| 1. | Vehicles                 | \$ 30,000 |
| 2. | DPW & Senior Center Roof | \$743,000 |
|    | BBFD Roof                | \$304,000 |

**6. ADJOURNEMENT:**

**MOTION** was made by (Peter Larise) and **SECONDED** by (Denise Menard)  
to adjourn at 8:13 p.m.

In Favor: All

Opposed: None

Motion: **PASSED**

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Respectfully Submitted,  
Sabo Maniscalco, Recording Secretary, Capital and Improvement Planning