

TOWN OF EAST WINDSOR
Capital Improvement Planning Committee

11 Rye Street,
Broad Brook, CT 06016

MINUTES OF SPECIAL MEETING

Tuesday, September 13, 2022

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

MEMBERS PRESENT: Adam Mehan (Chair), Heather Spencer, Peter Larese, Denise Menard, David Swaim, Robert Leach

MEMBERS ABSENT: Richard Pippin, Jr.

ADVISORY: Sabo Maniscalco, Recording Secretary

1. CALL TO ORDER:

Chairman Adam Mehan called the Special Meeting to Order at 5:35 p.m.

2. TIME AND PLACE OF MEETING:

Tuesday, September 13, 2022, 5:30 p.m. at the East Windsor Park Hill Community Center (1A Park Hill Road, Broad Brook, Connecticut, 06016)

3. APPROVAL OF MEETING MINUTES:

Special Meeting, June 29, 2022

MOTION was made by (Heather Spencer) and **SECONDED** by (Peter Larese) to approve the special meeting minutes for June 29, 2022.

In Favor: Mehan, Spencer, Larese
Abstained: Swaim, Leach, Menard

Opposed: None
Motion: **PASSED**

4. PUBLIC PARTICIPATION:

None

5. NEW BUSINESS:

A. Election of Officers

MOTION was made by (Denise Menard) and **SECONDED** by (David Swaim) to keep Adam Mehan as a Chairman of the CIP for the FY 2022-2023.

In Favor: All

Opposed: None

Motion: **PASSED**

B. CIP Policy Review

The Committee discussed and reviewed the policy.

MOTION was made by (Heather Spencer) and **SECONDED** by (David Swaim) to accept the CIP Policy Review dated August 2, 2020.

In Favor: All

Opposed: None

Motion: **PASSED**

C. Capital Account Status Review

The Committee discussed the current status of the 2021-2022 Capital Account.

Heather Spencer suggested asking Amy O'Toole, Finance Director for the up-to-date status of the Capital Account since the current one is dated June 30, 2022.

Adam Meehan suggested the Committee set aside the first 15 minutes at the next meeting to learn more about 2021-2022 Capital status from the Finance Director. The Committee was in agreement with both suggestions.

D. Set 2022 – 2023 Meeting Schedule for determining FY 2023-2024 CIP Projects

The Committee agreed to meet at 6:00 p.m. with the following dates for the future meetings:

September 27, 2022

October 4, 2022

October 11, 2022

October 13, 2022

October 17, 2022

October 27, 2022

The Members of the Committee have also discussed the location to hold the meetings. They decided to have the Town Hall John Daly Meeting Room as their first choice. The second choice is the Park Hill Meeting Room if the Town Hall John Daly Meeting Room is not available. It is important to note that the presentations at these meetings require a large room.

6. ADJOURNEMENT:

MOTION was made by (Denise Menard) and **SECONDED** by (Peter Larese) to adjourn at 6:39 p.m.

In Favor: All

Opposed: None

Motion: **PASSED**

Respectfully Submitted,

Sabo Maniscalco, Recording Secretary, Capital and Improvement Planning