

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

11 Rye Street,  
Broad Brook, CT 06016

**MINUTES OF SPECIAL MEETING**

**Monday, June 5, 2023**

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

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

**MEMBER ABSENT:** James Barton

**ADVISORY:** Amy O'Toole, Finance Director, and Sabo Maniscalco, Recording Secretary

1. **CALL TO ORDER:**

Chairman Adam Mehan called the Special Meeting to Order at 6:35 p.m.

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

Monday, June 5, 2023, 6:30 p.m. at the East Windsor Park Hill Community Center  
(1A Park Hill Road, Broad Brook, Connecticut, 06016)

3. **APPROVAL OF MEETING MINUTES:**

A. **Special Meeting, October 17, 2022**

**MOTION** was made by (Denise Menard) and **SECONDED** by (Richard Pippin, Jr) to approve the special meeting minutes for October 17, 2022.

In Favor: All

Opposed: None

Motion: **PASSED**

4. **PUBLIC PARTICIPATION:**

None

5. **NEW BUSINESS:**

A. **Allocation of \$1,188,000 for FY 2023 – 2024 Funding**

Chairman Mehan stated that Committee must consider the allocation and approval of Fiscal Year 2023—2024 Budget in the amount of \$1,188,000. Hence, the previously recommended amount of \$1,937,587 needs a deduction of \$749,589.

Richard Pippin, Jr. asserted that the Committee ought to consider the projects that require the most priority. Therefore, the members discussed which projects could be delayed or funded incrementally.

Capital Improvement Planning  
Special Meeting  
June 5, 2023

Public Works	\$10,000
Police Department	\$96,000
Police Department	\$50,000
Public Works	\$250,000
Assessor's Office	\$200,000
Board of Education	\$200,000
Public Works	\$450,000
Public Works	\$50,000
Town Property	\$15,000
Planning & Development	\$17,000
Parks & Recreation	\$10,000
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	<b>\$1,188,000</b>

**List of projects recommended for funding to be approved by the Board of Selectmen (Attachment A)**

**MOTION** was made by (Heather Spencer) and **SECONDED** by (David Swaim) to approve the listed projects in the amount of \$1,188,000 to be sent to the Board of Selectmen.

In Favor: All

Opposed: None

Motion: **PASSED**

**MOTION** was made by (Robert Leach) and **SECONDED** by (Denise Menard) to recommend increasing the CIP budget funding that account for current economic inflation adjustment.

In Favor: All

Opposed: None

Motion: **PASSED**

**6. ADJOURNMENT:**

**MOTION** was made by (Richard Pippin, Jr) and **SECONDED** by (Peter Larese) to adjourn at 7:53 p.m.

In Favor: All

Opposed: None

Motion: **PASSED**

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

## Projects recommended for funding

Town Entity	Project Name	Important Notes:	Weighted Value by Project	Project Request	Draft Recommendation	Total Project Cost
Police Department	Body and Dash Camera	Replace body and dashboard cameras	2,070	77,115	77,115	77,115
Public Works	GIS System	Updating of the GIS System	2,020	25,000	25,000	125,000
Police Department	Vehicles	Replace older high mileage vehicles	1,970	108,472	108,472	108,472
Police Department	Locker Room	Need additional space for female lockers	1,775	148,975	75,000	148,975
Public Works	Vehicle	Ongoing replacement of Public Works and Parks & Grounds vehicles and equipment	1,616	300,000	300,000	1,500,000
Assessors Office Board of Education	Revaluation 2027	State Mandated Revaluation funding to begin in FY23	1,440	40,000	40,000	200,000
Public Works	BEES Boilers	Boilers have surpassed life expectancy	1,428	250,000	250,000	500,000
Public Works	Pavement Management	Annual maintenance and/or reconstruction	1,388	1,000,000	750,000	3,000,000
Public Works	Town wide Drainage Projects	Ongoing maintenance and replacement	1,344	150,000	150,000	750,000
Public Works	Chip Sealing Roads	On going maintenance	1,308	75,000	75,000	375,000
Town Property	Vehicle Replacement Program	Community Center vehicle	271	30,000	30,000	150,000
Planning and Development	Public Record Scanning	Scanning, indexing, digitizing town records	238	50,000	17,000	50,000
Public Works	DPW Facility Equipment	Purchase replacement and new equipment for use in the service	193	20,000	20,000	100,000
Parks and Rec	Park Amenities	Replace Concrete Pads for gazebo space	177	10,000	20,000	32,000
				Project Request	Allocation Recommendation	Total Project Cost/5 yr
				7,133,738	1,937,587	15,858,488