

**TOWN OF WINDSOR LOCKS, CONNECTICUT
CAPITAL IMPROVEMENT ADVISORY COMMITTEE (CIAC)
Regular Meeting**

January 4, 2016 at 6:30 p.m.

Present: Paul Ciarcia, Park Commission; Chairman Neal Cunningham, Citizen at Large; Chris Kervick, First Selectman; Emily Ahern, Fire Department; Pat King, Board of Education; Les Koziara, WLPS; Patrick McMahon, Historic; Kirk Monstream, Department of Public Works; Amanda Moore, Asst. Finance Director; Jimmy Pearce, Department of Public Works; Gary Ruggiero, Fire Department; David Wrabel, Park Commission

Absent: Barry Bernabe, Financial Advisor; Catherine Cabral, Director of Finance; Dennis Gragnolati, Board of Finance; Andy Kulas, Police Department; Carl Philbrick, EIDC Chairman

Also in Attendance: Superintendent Susie Bell, Board of Education

- 1) **Call to Order** – Neal Cunningham called the meeting to order at 6:34 pm.
- 2) **Public input** – None
- 3) **Department heads make presentations to committee** – Completed “Town of Windsor Locks CIAC – Capital Request Forms for fiscal year ending 2016-17” were distributed to CIAC members in attendance. Each department head discussed report.
 - a) **Ambulance** – (represented by Pat King) – This is the third year requesting an ambulance. OK for now but need to plan for large item next year. Ms. King will get a cost estimate.
 - b) **Assessor’s Office** – (represented by Chris Kervick) – Requesting \$100,000 for software conversion and implementation project.
 - c) **EIDC** - (represented by Patrick McMahon) – Multi-year process. Requesting \$120,000 for Main Street streetscape project and \$100,000 for historic train station restoration. Accumulated reserves through FY 2015 are \$80,000. Also working to get grant funding.
 - d) **Bond Issuance Cost** – (represented by Mandi Moore) – Requesting \$75,000, noting not enough money to cover expenses last year.
 - e) **Park Commission** – (represented by David Wrabel) – Requesting \$109,550 for two projects – (1) Park Lighting for pedestrian walkways within Pesci Park and Veteran’s Memorial Park to add increased lighting for safety at night and (2) Refurbishment of Southwest Basketball Court.
 - f) **Fire Department** – (represented by Gary Ruggiero) – Requesting \$745,000 which includes \$665,000 for replacement of fire apparatus, Engine 6, 1989 Mack CF Pumper; estimated life expectancy of fire apparatus is 15-20 years. Also three year phase in project to replace and upgrade portable radio system; requesting \$80,000 for next fiscal year. Discussion about portable radios have 7 to 10 year usable life and these radios are over 15 years old; planning to clean up current radios as spare radios.
 - g) **Board of Education** – (represented by Superintendent Susie Bell and Les Koziara) – Requesting \$994,988 for multiple projects such as (1) instructional technology – moving toward goal of 1 to 1 device to student; used to reinforce academic skills and research. Also replacing machines in high school Cad Drafting Lab. Plan to get significant amount of equipment for a budget of \$199,000 (part of \$994,988). (2) Purchase additional van to support RISE program which is more cost effective than paying for a bus. Student participation in this program doubles next year. Van can also be used to support Pine Meadow programs. (3) Building maintenance and upgrades.
 - h) **Department of Public Works** – (represented by Kirk Monstream and Jimmy Pearce) – Requesting \$2,128,600. Projects include, but not limited to, roadway infrastructure, purchase dump trucks, cold milling asphalt planer and hot asphalt utility trailer to provide better patching system for pot holes. Note that \$5,000 project should be moved to department budget since

projects presented at CIAC should be greater than \$10,000. CIAC requesting more information about drainage project.

- 4) **Discuss department requests** – There was discussion about the department requests.
- 5) **Public input** – None
- 6) **Adjournment** – Motion to adjourn by Emily Ahern and seconded by Pat King. Motion passed unanimously. Meeting adjourned at 8:42 p.m.

Respectfully Submitted,

Jennifer Dearborn
Recording Secretary