

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

January 11, 2021 at 6:00 p.m. via ZOOM

<p>Members in Attendance: Steve Brown, Assistant Director of Finance; Pat King and Margaret Byrne, Board of Education; Paul Reidi and Norm Boucher, Board of Finance; First Selectman Chris Kervick; Glenn Flanders, Park Commission; Mike Hannaford, Police Commission; Neal Cunningham, Chairman and Member at Large</p>

1. **Call meeting to order** – Chairman Neal Cunningham called the meeting to order at 6:03 p.m. and welcomed members to evaluate requests and place into groups.
2. **Public Input** – None.
3. **Approval of Previous Meeting Minutes** - Approval was postponed until the next meeting to give attendees time to review last week’s minutes.
4. **Review requests and assign rankings** - Chairman Cunningham began the discussion by stating the Committee’s goals of creating a group totaling approximately \$500,000 of the 1’s and 2’s that would reach \$1,000,000. Group 3 would bring the total to approximately \$1,500,000. This number is unknown at this time but is a general guideline. To start the discussion, he listed the 1’s he felt were most important for each of the departments and asked the group for their individual feedback. Paul Reidi shared his screen to capture comments and opinions. It was a spirited discussion with First Selectman Kervick advising that safety was the first concern. Adjustments to the totals were made with items that the group assumed would be bonded or handled by lease purchase. Paul Reidi added that the Finance Board was considering handling Roadway Improvements as pay as you go rather than bonding. Each attendee gave their ideas on the ranking and adjustments were made with the group’s approval. The first set of totals was reviewed and the group felt more adjustments were needed and went through the lists again to reach their original goals. Steve Brown shared his screen with the CIAC spreadsheet and added requests and adjustments as needed.

Discussion continued on the Board of Finance’s request to “rack and stack”. CIAC members felt this approach pitted departments against each other and hoped that the Board could work with the tiers of approximately \$500,000 which identify 1’s, 2’s and 3’s.

First Selectman Chris Kervick moved that the CIAC group move ahead with the recommendations they had approved during this meeting. Pat King seconded and the group approved.

5. **Public Input** – None
6. **Adjournment** – Meeting adjourned at 7:40 p.m.

**MOTION: To adjourn meeting
Chris Kervick
Motion passed unanimously.**

Seconded by Margaret Byrne

Next meeting scheduled for Tuesday, January 19, 2020 (later changed to January 25) at 6:00 p.m.

Respectfully Submitted,

Rosemary Hogan, Temporary Recording Secretary