



LORI L. SPIELMAN
First Selectman

STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

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JAMES M. PRICHARD
Deputy First Selectman

SARAH D. COOK
MELINDA M. FERRY
DAVID E. STAVENS
RONALD F. STOMBERG
JOHN W. TURNER

SPECIAL MEETING
BOARD OF SELECTMEN
CAPITAL IMPROVEMENTS COMMITTEE
January 23, 2020
Town Hall - Meeting Hall

MINUTES

MEMBERS PRESENT: James Prichard, Chairman; Melinda Ferry, David Stavens

OTHERS PRESENT: BOS Members: Sarah Cook, Ronald Stomberg; Timothy Webb, Director of Public Works/WPCA Administrator; John Rachek, Chairman, Board of Finance; Douglas Harding, Board of Finance; Kevin Kenzenkovic, Temporary Finance Director; Felicia LaPlante, Assistant Finance Officer; LouAnn Cannella, Human Resources Coordinator/Executive Assistant; James York, Fire Marshal; Dr. Scott Nicol, Superintendent of Schools; Brian Greenleaf, Director of Finance and Operations, Board of Education; Jack Rich, Chief, Ellington Volunteer Fire Department [EVFD]; Betsi Feldman, Treasurer, Bob Smith, Deputy Fire Chief, EVFD; Timothy Seitz, Chief, Crystal Lake Fire Department; Perry Dikeman; Jennifer Dzen and Elizabeth Nord, Board of Education

1. CALL TO ORDER

Chairman Prichard called the meeting of the Capital Improvements Committee (CIC) to order at 5:33 PM.

2. CITIZENS' FORUM: No one came forward.

3. 2020-2021 CAPITAL IMPROVEMENTS BUDGET

The CIC discussed the Capital Improvements requests and asked questions to the individuals who were in attendance.

Discussion was held with Brian Greenleaf who presented two documents titled "Schedule of Changes in Bonds/Notes/Leases Indebtedness" which were generated from meeting with Felicia LaPlante, showing the CIC the two potential five year projected debt situations. A three year plan for the Board of Education's request for Fire Door replacement across the district was also considered.

Kevin Kenzenkovic, Temporary Finance Director advised the CIC that there is \$800,000 of debt that is callable this year. There are two other issues that would be callable in the following fiscal year. The \$800,000 comes due in fiscal year 2021; the remaining issues are due in fiscal year 2022. Mr. Kenzenkovic discussed this with Mr. Gillette, Bond Attorney. The Town of Ellington could use current funds to retire the \$800,000; but it's probably not feasible. The Town would probably be advised to wait until fiscal year 2022 to consider all three issues.

Board of Selectman CIC Members stated that they were expecting solid numbers and not estimates from the Board of Education tonight, which would have allowed them to consider additional information as the Committee requested on January 14, 2020. The CIC acknowledged that the Public Works Department came in with solid numbers and were willing to offer cuts to assist the Committee to reach their goal.

Ms. LaPlante left the meeting to tally numbers following adjustments made by the Committee and returned at 6:18 pm. After presenting the updated Capital Improvements Budget spreadsheet, Mr. Webb pointed out an adjustment needing correction. Ms. LaPlante left to correct the spreadsheet at 6:20 pm, returning with the corrected spreadsheet [ATTACHED] at 6:23 pm.

The CIC made following recommendation:

MOVED (PRICHARD), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO RECOMMEND TO THE BOARD OF SELECTMEN A CAPITAL IMPROVEMENT BUDGET IN THE NET AMOUNT OF \$1,651,569.00. (TABLE ATTACHED)

The CIC will present its Capital Improvements recommendations to the full Board of Selectmen at the BOS meeting scheduled for January 27, 2020.

4. ADJOURNMENT

MOVED (PRICHARD), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING OF THE BOARD OF SELECTMEN CAPITAL IMPROVEMENTS COMMITTEE AT 6:24 PM.

Submitted by _____


James Prichard, Chairman

BOARD OF SELECTMEN APPROVED CAPITAL IMPROVEMENT BUDGET- 2020-21	CAPITAL IMPROVEMENTS BUDGET REQUEST 2020-21													
	BOS					23-Jan-20	BOS							
	Approved					APPROVED	APPROVED	APPROVED						
	Requests					BOS CAP	CAP IMP	MEANS OF						
Amounts shown in dollars	Budget	Cap Non-	BOF	TOTAL	BUDGET	IMP COM	PROJECTS	PROJECTS	FINANCING	2021-22	2022-23	2023-24	2024-25	2025-26
	Requests	Recur	APPROVED	ESTIMATED	REQUESTS	PROJECTS	2020-21	2020-21	2020-21					
	2019-20	2019-20	2019-20	COST	2020-21	2020-21								
ROAD CONSTRUCTION														
Road Overlay	500,000	500,000	500,000	3,000,000	600,000	500,000				600,000	600,000	600,000	600,000	0
Local Capital Improvement Program	195,025	195,025	106,377	123,301	123,301	123,301				0	0	0	0	0
Unimproved Road Improvement	30,000	30,000	30,000	130,000	30,000	30,000				20,000	30,000	20,000	30,000	0
Road Construction														
Traffic Calming	0	0	0	20,000	0	0				0	0	0	20,000	0
Large/Small Bridges	30,000	30,000	30,000	230,000	30,000	30,000				30,000	140,000	30,000	0	0
Total	755,025	755,025	666,377	3,503,301	783,301	683,301		0		650,000	770,000	650,000	650,000	0
SITE ACQUISITION														
Realestate Purchase	0	0	0	130,000	130,000	0				0	0	0	0	0
Total	0	0	0	130,000	130,000	0		0		0	0	0	0	0
BUILDING CONSTRUCTION														
Crystal Lake Beach	0	0	0	25,000	0	0				0	0	0	25,000	0
Animal Control Facility (Dog Pound) Study	0	0	0	20,000	0	0				0	0	0	20,000	0
BOE-Windermere School Solar Photovoltaic	0	0	0	500,000	500,000	0				0	0	0	0	0
Total	0	0	0	545,000	500,000	0		0		0	0	0	45,000	0
BUILDING REPAIRS														
Town Hall Renovation/Addition	500,000	500,000	500,000	50,000	50,000	0				0	0	0	0	0
EVFD-Improvements Station 43- 29 Main Street	0	0	0	75,000	75,000	45,500				0	0	0	0	0
CLFD-Diesel Exhaust Removal System	0	0	0	65,000	65,000	35,000				0	0	0	0	0
BOE-Fire Doors across district	0	0	0	278,000	278,000	200,000				0	0	0	0	0
BOE-Central Office Roof Replacement	0	0	0	85,000	0	0				0	0	85,000	0	0
BOE-Ellington Middle School Roof Replacement	0	0	0	1,700,000	0	0				0	0	1,700,000	0	0
BOE-Center School Roof Replacement	0	0	0	532,000	32,000	32,000				0	0	500,000	0	0
BOE-EHS-Exterior Auditorium Wall Repair	0	0	0	30,000	0	0				30,000	0	0	0	0
BOE-Ellington High School Roof Replacement	0	0	0	2,866,380	0	0				0	0	2,866,380	0	0
BOE-Windermere School Floor Abatement	0	0	0	400,000	400,000	0				0	0	0	0	0
BOE-Windermere School Window Replacement	0	0	0	200,000	200,000	0				0	0	0	0	0
BOE-Windermere School Roof Replacement	0	0	0	1,714,800	1,714,800	0				0	0	0	0	0
Total	500,000	500,000	500,000	7,996,180	2,814,800	312,500		0		30,000	0	5,151,380	0	0

BOARD OF SELECTMEN APPROVED CAPITAL IMPROVEMENT BUDGET- 2020-21	CAPITAL IMPROVEMENTS BUDGET REQUEST 2020-21												
	BOS					23-Jan-20							
	Approved					APPROVED	BOS	BOS					
	Requests					BOS CAP	APPROVED	APPROVED					
Amounts shown in dollars	Budget	Cap Non-	BOF	TOTAL	BUDGET	IMP COM	CAP IMP	MEANS OF					
	Requests	Recur	APPROVED	ESTIMATED	REQUESTS	PROJECTS	PROJECTS	FINANCING	2021-22	2022-23	2023-24	2024-25	2025-26
	2019-20	2019-20	2019-20	COST	2020-21	2020-21	2020-21	2020-21					
MISCELLANEOUS													
Parking Lot Renovations	80,000	50,000	50,000	420,000	100,000	100,000			80,000	80,000	80,000	80,000	0
Transfer Station Site Improvements at Town Garage	0	0	0	20,000	0	0			0	0	0	20,000	0
Landfill/Brush Dump Redevelopment	0	0	0	20,000	0	0			0	20,000	0	0	0
Accounting System Conversion	0	0	0	80,000	80,000	80,000			0	0	0	0	0
Revaluation	150,000	150,000	150,000	0	0	0			0	0	0	0	0
Half Memorial Library-Air Conditioning Replacement	0	0	0	320,000	80,000	80,000			60,000	60,000	60,000	60,000	0
Backstops and Fencing	30,000	30,000	30,000	0	0	0			0	0	0	0	0
Robert Tedford Park Pavilion Needs	0	0	0	25,000	0	0			0	0	0	25,000	0
Tennis Court Maintenance	0	0	0	90,000	40,000	40,000			30,000	0	20,000	0	0
Robert Tedford Memorial Park Trail	35,000	0	0	55,000	35,000	35,000			0	20,000	0	0	0
BOE-Modular Classrooms	0	0	0	1,100,000	0	0			550,000	0	550,000	0	0
BOE-Underground Storage Tank Removal	0	0	0	150,000	150,000	150,000			0	0	0	0	0
BOE-EHS Athletic Field Lights	0	0	0	150,000	150,000	150,000			0	0	0	0	0
BOE-EHS Air Conditioning Cafeteria	116,500	0	0	116,500	0	0			0	116,500	0	0	0
BOE-EHS Air Conditioning Gymnasium	0	0	0	115,000	0	0			0	0	0	115,000	0
BOE-Center School Air Conditioning Cafeteria	48,500	0	0	48,500	0	0			0	48,500	0	0	0
BOE-EMS Hot Water & Boiler System	0	0	0	200,000	0	0			0	0	200,000	0	0
BOE-EMS Air Conditioning Cafeteria	46,500	0	0	46,500	0	0			0	46,500	0	0	0
BOE-EMS Air Conditioning Gymnasium	0	0	0	146,000	0	0			0	0	0	146,000	0
Total	506,500	230,000	230,000	3,102,500	635,000	635,000	0		720,000	391,500	910,000	446,000	0
EQUIPMENT PURCHASE													
DPW- Snow Plow Dumptrucks Replacement	200,000	200,000	200,000	600,000	0	0			200,000	0	200,000	0	200,000
DPW- Small Dump Trucks	0	0	0	130,000	0	0			0	65,000	0	65,000	0
DPW- Pick Up Trucks	0	0	0	90,000	0	0			45,000	0	45,000	0	0
DPW- Excavator	0	0	0	90,000	0	0			0	90,000	0	0	0
DPW- Tractor Replacement	0	0	0	50,000	50,000	0			0	0	0	0	0
DPW-Mower Replacements	0	0	0	120,000	0	0			0	0	0	120,000	0
DPW-Brush Chipper	55,000	55,000	0	60,000	60,000	60,000			0	0	0	0	0
Crystal Lake Beach	25,000	0	0	0	0	0			0	0	0	0	0
Pool Car/Town Staff Vehicle	50,000	50,000	0	70,000	35,000	0			0	35,000	0	0	0
EVAC-Stretcher Replacement	41,210	41,210	41,210	0	0	0			0	0	0	0	0
EVAC-Ambulance Replacement	243,269	243,269	243,269	0	0	0			0	0	0	0	0
Emergency Services Pager Replacement	43,000	43,000	43,000	0	0	0			0	0	0	0	0
Emergency Services Portable Radio Replacement	0	0	0	84,069	84,069	84,069			0	0	0	0	0

BOARD OF SELECTMEN						CAPITAL IMPROVEMENTS BUDGET REQUEST 2020-21								
APPROVED CAPITAL IMPROVEMENT BUDGET- 2020-21						23-Jan-20								
						APPROVED	BOS	BOS						
						BOS CAP	APPROVED	APPROVED						
						IMP COM	CAP IMP	MEANS OF						
Amounts shown in dollars						PROJECTS	PROJECTS	FINANCING						
	Budget	Cap Non-	BOF	TOTAL	BUDGET									
	Requests	Recur	APPROVED	ESTIMATED	REQUESTS	2020-21	2020-21	2020-21	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
	2019-20	2019-20	2019-20	COST	2020-21									
LESS FED/STATE GRANTS/ASSESSMENTS/BOND/LEASE														
State Grant-STEAP Grant-Town Hall	500,000	500,000	500,000	0	0	0				0	0	0	0	0
State Grant-Fire Doors across District-50%	0	0	0	139,000	139,000	100,000				0	0	0	0	0
State Grant-Underground Storage Tank Removal-50%	0	0	0	75,000	75,000	75,000				0	0	0	0	0
State Grant-Winderm Sch Solar Photovoltaic replmt-50%	0	0	0	250,000	250,000	0				0	0	0	0	0
State Grant-Winderm Sch Floor Abatement-50%	0	0	0	200,000	200,000	0				0	0	0	0	0
State Grant-Winderm Sch Window Replacement-25%	0	0	0	50,000	50,000	0				0	0	0	0	0
State Grant-Windermere School Reroofing-50%	0	0	0	857,400	857,400	0				0	0	0	0	0
State Grant-EMS School Roof Replacement-50%	0	0	0	850,000	0	0				0	0	850,000	0	0
State Grant-EMS Boiler and Hot Water System-25%	0	0	0	50,000	0	0				0	0	50,000	0	0
State Grant-EHS School Roof Replacement-50%	0	0	0	1,433,190	0	0				0	0	1,433,190	0	0
State Grant-Center School Roof Replacement-50%	0	0	0	250,000	0	0				0	0	250,000	0	0
State Grant-BOE Central Office Roof Replacement-25%	0	0	0	21,250	0	0				0	0	21,250	0	0
State Grant-LOCIP (1)	195,025	195,025	106,377	0	0	123,301				0	0	0	0	0
Lease-EVFD Replmt Pumper (ET-143)	0	0	0	0	0	750,000				0	0	0	0	0
Lease-Underground Storage Tank Removal	0	0	0	0	0	0				0	0	0	0	0
Lease-EHS Athletic Field Lights	0	0	0	0	0	0				0	0	0	0	0
Lease-BOE Fire Doors across district	0	0	0	0	0	0				0	0	0	0	0
Ambulance Fee Program-Emergency Management Tactical	0	15,000	15,000	0	0	0				0	0	0	0	0
Ambulance Fee Program-Pagers	43,000	43,000	43,000	0	0	0				0	0	0	0	0
Ambulance Fee Program-Ambulance	243,269	243,269	243,269	0	0	0				0	0	0	0	0
Ambulance Fee Program-Stretchers	41,210	41,210	41,210	0	0	0				0	0	0	0	0
TOTAL	1,022,504	1,037,504	948,856	4,175,840	1,571,400	1,048,301		0		0	0	2,604,440	0	0
NET COST TO TOWN	2,799,766	1,402,166	1,183,166	14,545,210	4,500,770	1,651,569		0		2,275,000	1,701,500	4,461,940	1,406,000	200,000
CAP NON REC FUND														
One Mill for FY2019-20= \$1,402,208														

BOARD OF SELECTMEN APPROVED CAPITAL IMPROVEMENT BUDGET- 2020-21	CAPITAL IMPROVEMENTS BUDGET REQUEST 2020-21												
	BOS			23-Jan-20			BOS						
	Approved			APPROVED			BOS						
	Requests			BOS CAP			APPROVED			BOS			
Amounts shown in dollars	Budget	Cap Non-	BOF	TOTAL	BUDGET	IMP COM	CAP IMP	MEANS OF					
	Requests	Recur	APPROVED	ESTIMATED	REQUESTS	PROJECTS	PROJECTS	FINANCING	2021-22	2022-23	2023-24	2024-25	2025-26
	2019-20	2019-20	2019-20	COST	2020-21	2020-21	2020-21	2020-21					
CLFD-Service Vehicle Replacement	0	0	0	57,000	57,000	57,000			0	0	0	0	0
EVFD-Replmt Pumper (ET-143)	667,000	0	0	750,000	750,000	750,000			0	0	0	0	0
EVFD-Refurbishment (ET-143)	0	0	0	400,000	0	0			400,000	0	0	0	0
EVFD-Replmt Haz Mat Town Vehicle	0	0	0	95,000	0	0			95,000	0	0	0	0
EVFD-Replmt Forestry Units w/Multi-Purpose Class A Pu	400,000	0	0	0	0	0			0	0	0	0	0
EVFD-Security System Upgrades	57,266	41,166	41,166	0	0	0			0	0	0	0	0
Emergency Management-Tactical Gear Acquisition	40,000	30,000	30,000	0	0	0			0	0	0	0	0
BOE-Special Education Van	35,000	35,000	35,000	70,000	0	0			35,000	35,000	0	0	0
BOE-Maintenance Vehicle	34,000	34,000	0	60,000	25,000	25,000			0	0	35,000	0	0
BOE-Modern Classroom Furniture-Middle School/High Sc	30,000	30,000	0	150,000	30,000	0			30,000	30,000	30,000	30,000	0
BOE-Systemwide Security Enhancements	25,000	25,000	25,000	50,000	25,000	25,000			25,000	0	0	0	0
BOE-Computer Replacement Cycle	0	0	0	285,000	0	0			0	285,000	0	0	0
BOE-Audio/Visual Upgrades	75,000	75,000	25,000	100,000	50,000	25,000			0	0	0	50,000	0
Police Cruisers	40,000	52,000	52,000	90,000	0	0			45,000	0	45,000	0	0
Fire Marshall Vehicle	0	0	0	43,000	43,000	43,000			0	0	0	0	0
Total	2,060,745	954,645	735,645	3,444,069	1,209,069	1,069,069	0		875,000	540,000	355,000	265,000	200,000
Grand Total	3,822,270	2,439,670	2,132,022	18,721,050	6,072,170	2,699,870	0		2,275,000	1,701,500	7,066,380	1,406,000	200,000
TOTAL FUNDING	3,822,270	2,439,670	2,132,022	18,721,050	6,072,170	2,699,870	0		2,275,000	1,701,500	7,066,380	1,406,000	200,000