

**Capital Improvements Advisory Committee
Conference Room One
Minutes
January 18, 2012**

Committee Members	Present	Absent	Excused
Les Cole Chairman			X
John Mullin, Vice Chairman	X		
Louis Robitaille			X
Stuart Temple	X		
Robert Turgeon			X
Liaison			
David Drake, Council Liaison			X
Lori Schroll, Staff Liaison	X		
Mike Turner, Staff Liaison	X		
Staff & Guest			
Jeff Bridges, Town Manager	X		
Fred Bushey, BOE Director of Maintenance	X		
Kathy Bagley, Director of Parks & Recreation	X		
Rich Bailey, Fire Department	X		
Susan Smith, Finance Director	X		

Vice Chairman John Mullen called the meeting to order at 6:00 P.M.

- A. Approval of Minutes of January 4, 201 Meeting** – No Quorum, will be voted on at January 25, 2012 meeting.

- B. Public Comments** – James Hall – 51 Carriage Hill Road. Mr. Hall voiced his concerns regarding Murphy’s Pond near his house and that it isn’t scheduled to be addressed until 2014. He was asking that this situation get pushed up on the list. Mr. Mullen explained to him that not everything on the list is going to be able to be accomplished since the Committee is only dealing with a certain amount of money. Mr. Turner was stated that there is Grant money available but the plans are held up at DEP, they would like to dredge the pond at the same time a dam gets built. Mr. Mullen told Mr. Hall that they will share the Committee’s recommendations to him as soon as they are completed. Mr. Hall left at 6:15 p.m.

- C. Discussion of Fire Department Needs** – Rich Bailey, Assistant Chief was here to present the needs of the Fire Department.
 1. Fire Station 1 – Infrastructure - Generator - \$50,000 – The generator goes back to when the building was constructed. The building was built around the generator. It will have to be cut to be removed from the building. The goal is to install a gas generator on a pad outside the building and free up space in the basement.
 2. Fire Station 1 – Overhead Door Replacement - \$35,000 – We are looking to replace the doors in all fire houses starting with Company 1. New doors will provide better insulation and help conserve energy.
 3. Fire Station 1 – Parking Lot Reconstruction - \$30,000 – We would like to see the parking lot constructed once the construction done to finish off this building.
 4. Fire Station 1, 2 & 3 – Flooring Replacement - \$40,000 – The flooring in all three facilities needs to be replaced and we would like to do them all at once to receive the best possible price for the work.

5. Fire Station 2 & 3 – Electric Hose Town Winch - \$30,000 – Rich explained that Company 1 already has one of these and what it does it helps lift the hose within the Tower so that the hose can dry.
6. Fire House 3 – Overhead Door Replacement - \$40,000 - We are looking to replace the doors in all fire houses. New doors will provide better insulation and help conserve energy.

Rich also stated that if he had to rate the needs of the projects he would rate 2 & 4 as his first and second choices. The Committee thanked Rich and he left at 6:23 p.m.

D. Discussion of Board of Education Needs –present to represent the Board of Education Fred Bushey went over the Boards requests for next fiscal year. Fred handed out a brief narrative on each of the 2012/2013 Projects. They are listed below in priority order.

1. Silas Deane Middle School - \$69,750 – AHU Replacements (2) that serve the gymnasium. During the past renovation of the building only 1 air handling unit was replaced for the one that was abandoned in placed due to the cost to repair. The second unit has now fallen into this category. The renovation placed a ceiling hung unit in the northwest corner of the gym which has raised the decibel level within the space. Both original units are above the ceiling space in the locker rooms which makes it cost prohibitive to repair. If granted, a new unit will be placed on the roof.
2. Boiler Replacement Hanmer School \$490,000 – The heating plant at the Hanmer Elementary School is beyond its useful lifespan. With no action on the possibility of renovations for this facility, the heart of this structure must continue to tick. All equipment is of 1967 (45 years) vintage with no upgrade.
3. Asbestos Abatement Hanmer School - \$625,000 - This work is long overdue. Managing the asbestos tile in place is beginning to cause problems due to the tile popping from floor washing, stripping; etc. My Department has stopped (as of Summer 2009) the practice of stripping the floors because of the amount of water that must be used to perform this task. Auto scrubbing techniques have been put in place to lessen the amount of water used when cleaning the flooring, but age is doing to the floor what it does best.
4. Window Replacement Webb School - \$780,000 - This project is the last piece that was not completed during the renovation approximately 6 years ago. This project will include but not limited to replacement of all courtyard window façades, partial north side Media center, partial west side service area, abatement of all window facades as the window caulking has tested positive for asbestos containing material.
5. Removal Of Carpet Replace With VCT Emerson-Williams - \$122,000. The hallway carpet that is currently there is beginning to show signs of wear. Although carpet is the easier of flooring materials to both remove & replace, VCT tile is much more resilient, has a longer life span & will provide a pleasing aesthetic look conducive of primary school learning.
6. Sidewalk/Concrete Repair Work at Various Schools (Hanmer, SDMS, WHS) - \$75,000. Tripping hazards at the three (3) fore mentioned facilities require sidewalk slab replacement. Concrete infill & repair in the music room at Hanmer is requested for safety & upgrading of the music suite. The Committee asked Fred to itemize the degree of need for these 3 schools, Fred will let Mike Turner know before the next meeting.
7. Stillman Building Emergency Generator - \$125,000 – The Superintendent’s office has requested that emergency power be installed at the Stillman Building. Many outages

have occurred in recent years which mean an abundance of lost time for employees.

This could also be utilized for Town Emergency services if necessary.

The committee thanked Fred and he left at 6:43 p.m.

E. Discussion of Park & Recreation Needs –Kathy Bagley went over the Park and Recreation Board List of Priorities, This is the order they would like funds processed in.

1. Cove Park Docks - \$25,000 – Boating infrastructure. Kathy is asking for this amount for the next 3 years to match a potential grant.
2. Willard Swim Center – Replace Controllers & CL2 Delivery - \$49,400 – One of the filters is leaking and needs to be replaced, there are three tanks and they are 25 years old. The life expectancy of these tanks is 10 to 15 years. The tank to be replaced is the one in the back. The plumbing needs to be dismantled on all three tanks to get the one tank out. An ultrasound was done on the tanks and the walls on all three are thin. It makes sense to replace them all at once. We can take a chance of just running the other two tanks but they control the small pool and wading pool. The diving pool will not be able to operate. We also don't know if the other pools will fail at the start on next year. We hired an architect to do the design and cost estimates provided for this request.
3. Nature Center – Generator - \$29,000 – This is to replace a diesel generator that is on its last legs with a gas generator.
4. Solomon Wells House – Parking / Drainage - \$195,000 – This is a stone dust parking lot that needs drainage and an asphalt parking lot.
5. Mill Woods Park – Replace Bleachers Softball Fields #1 and #2 - \$31,000
6. Mill Woods Park – Tennis Court Parking Lot Construction - \$30,000 – gravel lot south of tennis courts.
7. Community Center – Renovate Ladies Room Main Hallway - \$36,000 – The funds received will be used to replace the toilets in the ladies room in the main lobby area of the Community Center. Residents are complaining that the toilets are too low. We want to update the toilets with handicap toilets and modernize the balance of the ladies room.
8. Mill Woods Park – Softball Fields – Renovate Mill Woods #3 & 4 - \$30,000 – The Town will do this work replacing material as they have done to other fields the Town has provided money for in the past.
9. Webb School – Replace Tennis Court & Fencing - \$90,000
10. Mill Woods Park Soccer Field - \$607,000 – This is to renovate the soccer field. It is part of what need to be done that was recommended in the Millwoods Master Plan.

The Committee thanked Kathy and she left at 7:07 p.m.

F. Discussion of Town Building Needs – There were no other Town Building needs to be discussed.

G. Old Business –

1. Sue Smith, Finance Director stated that there is \$60,000 uncommitted funds in the Façade Loan Program. John Mullen asked how much can a person receive as a loan, it is up to \$50,000 and they must keep the building for 10 years or they will have to pay it back. The Town puts a lien on the property.
2. Sue also received the information from USI our insurance carrier, if the insurance premium would go down for the Community Center if the gym had a sprinkler system, they said just a few hundred dollars.
3. Sue also told the Committee that the Cottone lease ended a couple of months ago.
4. Mike relayed to the Committee that the drainage was not part of the study, and therefore not eligible for bond fund use.

- H. Next Scheduled Meeting – Next Scheduled Meeting will be at 6:00 P.M. on January 25, 2012 in the Town Manager’s Conference Room.
- I. Adjournment - Motion by Stuart Temple seconded by John Mullen to adjourn. **All members voted in favor.**

Meeting adjourned at 7:18 P.M.

I hereby certify that the above is a true copy of the minutes approved by the Capital Improvement Advisory Committee

Michael J. Turner
Town Engineer
Town Staff Liaison

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A. Motion made by _____ seconded by _____ to approve minutes. All members present voted _____.