

Advisory Commission on Capital Expenditures
Meeting Minutes
@ Town Hall – Sessions Conference Room
Thursday, February 16, 2023
6:00PM

The meeting was called to order at 6:00 pm to discuss the following agenda item.

Item 1. Committee will review, discuss and take possible action regarding the 2023/2024 Capital Plan which includes Town of New Hartford and the New Hartford Board of Education capital needs.

All members were present including: First Selectman Dan Jerram, Tom Buzzi (Board of Education Representative) and Lourena Helt (Board of Finance Representative) and Dan LaPlante (Planning & Zoning Representative).

First Selectman Jerram reminded the Commission that there were no specific rules regarding how we review the proposals, we could decide as a group. Jerram distributed a copy of the recorded 2022 minutes for review.

The Commission decided to start with the Town proposal.

Dan Jerram gave a preview of the nine (9) items (see attachment) included within year 1 of the Town's proposal that totaled \$480,000:

- Police Car,
- Town Hall Equipment (Replace buried oil tanks),
- Bridge Work (Steele Road near Brown's Corner),
- Technology (Town Hall maintenance and upkeep),
- Town Hall Equipment (General Building Upkeep),
- Town Hall Equipment (Furnace Replacement),
- Recreation Upgrades (general upgrades to buildings),
- Downtown Improvements (sidewalks/lighting etc.),
- Revaluation (second payment).

The Commission discussed the items at length. Lou Helt questioned the cost of equipment and the schedule for replacement. Jerram indicated there had been significant inflation in cost estimates over the past year citing the estimated cost of a loader (\$205,000). The same machine was purchased just three years ago for \$140,000, a 46% increase.

The group then turned their focus to the Board of Education's capital needs. Jerram distributed a copies of the local Board of Educations's suggested Capital Plan that totaled \$104,000. Tom Buzzi reviewed "Year 1" of the plan that included the following initiatives (see attached):

- Technology (40 Chrome Books – 3 Promethium boards),
- Paving (back asphalt paved walkway at Antolini),
- Security Upgrades (Antolini – recommended by Police),
- Trim work (Bakerville),
- Security Upgrades (video equipment NHES).

A question and answer session followed with individual members for clarification. It was noted that the Chrome Books and security projects were continuations of projects from prior years. With regard to technology – the Chromebooks are being repurchased (replacing older units – now in rotation). The “Security” request was “hardened” doors which can provide valuable time if an intruder were to enter the school (this should complete the project).

The Commission discussed the items at length.


A motion was then made by Helt, 2nd by Buzzi to accept the BOE Capital Plan as presented by the Board of Education. There was no further discussion. All members voted in favor of the motion (unanimous).

A motion was made by Helt, 2nd by Buzzi to accept the Capital Plan as presented by the Town of New Hartford. There was no further discussion. All members voted in favor of the motion (unanimous).

Jerram indicated that there were no approved land acquisitions (purchases) planned for this Fiscal Year.

As there was no other business to attend to, a motion made by Helt, 2nd by LaPlante to adjourn at 6:45 pm. The motion was passed unanimously.

Respectfully Submitted,



Dan Jerram, First Selectman

Capital Project List 2023-2024 - Proposed - Year 1 - DRAFT

| | | | |
|----|------------------|------------|--|
| 1. | Police Car | 65,000.00 | Replace 2012 Taurus Interceptor (oldest) |
| 2. | Town Hall Equip. | 95,000.00 | Replace existing underground oil tank @ Town Hall. \$25k demo - \$70k replace & connect |
| 3. | Bridge Work | 50,000.00 | Continued work on Local Bridges to conform to State Assessments (ongoing - Steele Rd). |
| 4. | Technology | 25,000.00 | Recurring-used every year. |
| 5. | Town Hall Equip. | 25,000.00 | General Upkeep of Town Hall |
| 6. | Town Hall Equip. | 100,000.00 | Replaces furnace equip. at Town Hall w/redundant system. |
| 7. | Recreation Dept. | 30,000.00 | General Park Improvements. |
| 8. | Downtown Imp. | 30,000.00 | Sidewalks & Lighting @ \$30,000. |
| 9. | Revaluation | 60,000.00 | Five Year Full Reval (Second Payment). |

480,000.00

1/23/2023

Garage Requests:

| | |
|----------------|-------------------|
| Front Loader | 205,000.00 |
| Second Request | 0.00 |
| Third Request | 0.00 |
| | <u>205,000.00</u> |

Annual Avg for Town Cap over the past 5 years = \$372,200

| | |
|------|------------------|
| 2018 | \$370,000 |
| 2019 | \$300,000 |
| 2020 | \$370,000 |
| 2020 | \$385,000 |
| 2021 | \$441,000 |
| 2022 | \$365,000 |
| | <u>1,861,000</u> |

Capital Project List 2024-2025 - Proposed - Year 2

- | | | | |
|----|--------------------|------------|---|
| 1. | Large Plow Truck | 250,000.00 | Replace Older Plow Truck. |
| 2. | Technology | 25,000.00 | Recurring-used every year. |
| 3. | Town Hall Equip. | 25,000.00 | General Upkeep/Improvements. |
| 4. | Recreation Dept. | 30,000.00 | General Park Improvements. |
| 5. | Box Culvert | 70,000.00 | Replaces Box Culvert @ Stub Hollow & Bruning Need Update on Estimate |
| 6. | Garage Equipment | 100,000.00 | Replace existing 2002 JD 410G Back Hoe |
| 7. | Downtown Imp. | 30,000.00 | Sidewalks & Lighting @ \$30,000. |
| 8. | Town Garage Equip. | 75,000.00 | Replace existing diesel fuel storage tank |

605,000.00

1/23/2023

Capital Project List 2025-2026 - Proposed - Year 3

- | | | | |
|----|-----------------------|------------|--|
| 1. | Utility Pick Up Truck | 65,000.00 | Replaces F-550 (2014). |
| 2. | Technology | 25,000.00 | Recurring-used every year. |
| 3. | Town Hall Equip. | 25,000.00 | General Improvements. |
| 4. | Utility Truck or Jeep | 40,000.00 | Replaces FS Jeep (2012). |
| 5. | Recreation Dept. | 30,000.00 | General Park Improvements. |
| 6. | Garage Equipment | 225,000.00 | Replace 2nd Front Loader 444H |
| 7. | Route 44 Water Line | 75,000.00 | Fire Protection for Route 44 (IIJA Grant Match 80-20?) |
| 8. | Downtown Imp. | 30,000.00 | Sidewalks & Lighting @ \$30,000. |
| 9. | Town Garage | 50,000.00 | Sinking Fund for Future Aquisition of Land and Cost of Improvements for New Town Garage Expense is 1 of 3. |

565,000.00

1/23/2023

Capital Project List 2026-2027 - Proposed - Year 4

- | | | | |
|----|-------------------|------------|--|
| 1. | Large Plow Truck | 250,000.00 | Replace Older Plow Truck. |
| 2. | Technology | 25,000.00 | Recurring-used every year. |
| 3. | Town Hall Equip. | 30,000.00 | General Improvements. |
| 4. | Wood Chipper | 80,000.00 | Replaces 1997 Vermeer Unit |
| 5. | Recreation Dept. | 35,000.00 | General Park Improvements. |
| 6. | Pedestrian Bridge | 150,000.00 | Links to New Development @ Hurley (Grant App) Payment 1 of 2) |
| 7. | Storage Garage | 100,000.00 | 4 bay storage garage at Antolini for yard equipment. |
| 8. | Downtown Imp. | 30,000.00 | Sidewalks & Lighting @ \$30,000. |
| 9. | Town Garage | 50,000.00 | Sinking Fund for Future Aquisition of Land and Cost of Improvements for New Town Garage Expense is 2 of 3. |

750,000.00

1/23/2023

Capital Project List 2027-2028 - Proposed - Year 5

- | | | | |
|-----|-------------------|------------|--|
| 1. | Police Car | 65,000.00 | Replace 2015 Taurus Interceptor |
| 2. | Technology | 25,000.00 | Recurring-used every year. |
| 3. | Town Hall Equip. | 30,000.00 | General Improvements. |
| 4. | Street Sweeper | 300,000.00 | Replaces 1999 Broom Bear Unit |
| 5. | Recreation Dept. | 50,000.00 | General Park Improvements. |
| 6. | Pedestrian Bridge | 150,000.00 | Links to New Development @ Hurley (Grant App) Payment 2 of 2) |
| 7. | Wash Bay | 100,000.00 | Provides Wash Option for Town Vehicles |
| 8. | Downtown Imp. | 30,000.00 | Sidewalks & Lighting @ \$30,000. |
| 9. | Garage Equipment | 35,000.00 | Used Paving Box, Compactor for Tractor, Curber, etc. |
| 10. | Town Garage | 50,000.00 | Sinking Fund for Future Aquisition of Land and Cost of Improvements for New Town Garage Expense is 3 of 3. |

835,000.00

1/23/2023

| |
|---|
| New Hartford Public Schools |
| Preliminary Capital Expenditure Requests |
| 2023-2024 |

| School | Request | Amount |
|----------------------|--|---------------------|
| District-Wide | | |
| | Technology | \$49,000.00 |
| | 40 Chromebooks + 3 Promethean Boards + Server Hardware | |
| | | |
| Antolini | | |
| | Paving walkway | \$20,000.00 |
| | Security Upgrades | \$15,000.00 |
| | | |
| | | |
| Bakerville | | |
| | Replace rotting trim | \$10,000.00 |
| | | |
| | | |
| New Hartford | | |
| | Security upgrades ARPA | \$10,000.00 |
| | New roof w/Dan J. (ARPA) | |
| | | |
| Total | | \$104,000.00 |

Capital Project List 2023-2024 - Proposed - Year 1 - UPDATED

- | | | | |
|----|------------------|------------|--|
| 1. | Small DPW Truck | 80,000.00 | Replace 2008 F-550 (oldest) |
| 2. | Town Hall Equip. | 95,000.00 | Replace existing underground oil tank @ Town Hall. \$25k demo - \$70k replace & connect |
| 3. | Bridge Work | 45,000.00 | Continued work on Local Bridges to conform to State Assessments (ongoing - Steele Rd). |
| 4. | Technology | 25,000.00 | Recurring-used every year. |
| 5. | Town Hall Equip. | 25,000.00 | General Upkeep of Town Hall |
| 6. | Town Hall Equip. | 100,000.00 | Replaces furnace equip. at Town Hall w/redundant system. |
| 7. | Recreation Dept. | 20,000.00 | General Park Improvements. |
| 8. | Downtown Imp. | 30,000.00 | Sidewalks & Lighting @ \$30,000. |
| 9. | Revaluation | 60,000.00 | Five Year Full Reval (Second Payment). |

480,000.00

3/13/2023

Garage Requests:

| | |
|----------------|-------------------|
| Front Loader | 205,000.00 |
| Second Request | 0.00 |
| Third Request | 0.00 |
| | <u>205,000.00</u> |

Annual Avg for Town Cap over the past 5 years = \$372,200

| | |
|------|------------------|
| 2018 | \$370,000 |
| 2019 | \$300,000 |
| 2020 | \$370,000 |
| 2020 | \$385,000 |
| 2021 | \$441,000 |
| 2022 | <u>\$365,000</u> |
| | 1,861,000 |

- | | | | |
|----|------------|-----------|--|
| 1. | Police Car | 65,000.00 | Replace 2012 Taurus Interceptor (oldest) 10 year old cruiser with 80k miles used by part time employees (not used everyday) |
|----|------------|-----------|--|

UPDATED

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|--|
| New Hartford Public Schools |
| Preliminary Capital Expenditure Requests |
| 2023-2024 |

| School | Request | Amount |
|---------------|--|--------------|
| District-Wide | Technology | \$49,000.00 |
| | 40 Chromebooks / 3 Promethean Boards / Server Hardware | |
| | Asbestos Abatement Project Step I (Inspection & Testing) | \$17,000 |
| | Security Infrastructure | \$50,000 |
| Antolini | Paving walkway | \$20,000.00 |
| | Security Upgrades | \$15,000.00 |
| | | |
| | | |
| Bakerville | Replace rotting trim | \$10,000.00 |
| | | |
| | | |
| New Hartford | Security upgrades | \$10,000.00 |
| | New roof w/Dan J. (ARPA) | |
| | | |
| Total | | \$171,000.00 |