

Advisory Commission on Capital Expenditures
Meeting Minutes
Saturday, February 10, 2018
Sessions Conference Room – Town Hall
8:00AM

The meeting was called to order at 8:05 am to discuss the following agenda item.

Item 1. Committee will review and discuss and take possible action regarding the 2018/2019 Capital Plans as proposed by the Board of Education and the Town of New Hartford

All members were present including: First Selectman Dan Jerram, Tom Buzzi (Board of Education Representative), Dan LaPlante (Planning & Zoning Representative), Kerry Guilfoyle (Board of Finance Representative). Also in attendance was Superintendent Brian Murphy.

First Selectman Jerram distributed the Advisory Commission of Capital Expenditures Ordinance (1983) indicating that there were no rules regarding how we review the proposals, we could decide as a group. The Commission decided to start with the Board of Education proposal.

With regard to Agenda Item 1. Jerram introduced the topic of review of Board of Education and turned the discussion over to the Superintendent who presented the plan that included five (5) items. The Superintendent stated that the following items were approved by the Board of Education (see attachment):

- Antolini Gym Floor Replacement,
- Heating System Upgrades,
- Technology,
- Access Stair Replacement at Bakerville School (outdoor),
- Lawnmower for Ann Antolini.

A question and answer session followed with individual members for clarification. Most of the questions surrounded the gym floor and technology items that were more expensive than other items. The Superintendent indicated to members indicated that the floor was known to be a slip hazard, especially in winter when wet conditions (during winter months) that made the floor slippery. Different types of tile were discussed. After questions, the Superintendent indicated the existing floor surface was vinyl tile floor was roughly 10 years old. With regard to technology, the Superintendent indicated that most of the cost was associated with the district acquiring "Chrome Books" for 6th grade students with the long term goal that all students would be provided a device (not in one year). The heating system, lawnmower and stair replacement were considered to be smaller items.

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

Members then turned to the Town Capital Plan. Within the 2018/2019 Capital plan there are 12 items proposed. First Selectman Jerram indicated that seven (7) of the twelve (12) items included within the plan were items that were approved within the 2017/2018 Capital Plan, but had been cut during budget deliberations by the Board of Finance (it was a difficult budget year). Jerram stated that while the 2017/2018 year was difficult, in many cases the needs remain the same.

Jerram indicated that the items were listed in order of priority. The included the following (see attachment):

- Revaluation,
- Foreman Truck,
- Utility Pick Up Truck,
- Police Car,
- Technology (Town Hall)
- Town Hall Heat Pumps,
- Recreation Upgrades,
- DPW Security Gates/Fencing,
- Downtown Improvements (sidewalks)
- Drainage on Bruning Road,
- Mini-Excavator,
- Rails to Trails.

Jerram indicated that the list started with Property Revaluation that is required by State Law. Items 2 through 4 are vehicle replacements. Items 5 and 6 have to do with day to day operation of Town Hall – technology and heating upgrades. Item 7 includes updates for our parks through our Recreation Commission, typically building repairs, roofs etc. Item 8 includes security gates for our DPW facilities. Item 9 includes sidewalk repair and expansion in the village center. Item 10 is a deep drainage repair on Bruning Road (twin 36” pipes roughly 10 feet down). Item 11 includes an upgrade of our older Mini-Excavator and Item 12 includes funding to further the Town’s Rails to Trails effort in the Route 44 corridor.

Members questioned the specific line items contained within the plan. A long discussion was held pertaining to town vehicles and the general age of the town’s fleet (which was considered older). A review of the Town’s vehicle inventory (provided by Jerram) indicated that the average age of a DPW trucks was roughly 10 years. Jerram indicated that the Foreman’s truck was 12 years old, rusted and had a cracked frame. It was unworthy of restoration. Buzzi questioned what types of trucks would replace the existing models. Jerram indicated that the Town had purchased Ford F-550’s for small plow trucks. Buzzi indicated that the replacements should have sufficient capacity. Technology and Town Hall equipment were discussed in that they were annual expenditures that was part of keeping Town Hall operational. The security gates were included in the plan in an attempt to prevent theft. Sidewalk repairs (and extension) were a continuation of improvements that were long overdue within the village center. The drainage project included a very deep set of 36” pipes that are failing on Bruning Road. The Rails to Trails was an initiative being considered to link New Hartford with surrounding communities for both recreational and economic development reasons.

Buzzi indicated that the \$445,000 plan appeared to be a reasonable request, but stated that he thought the Rails to Trails may have been ranked higher as a concept. Jerram indicated that it’s tough with so many vehicles to replace and acknowledging that all of the items may not ultimately gain funding. A motion was made by Buzzi, 2nd by Guilfoyle to accept the Capital Plan as presented by the Board of Selectmen. There was no further discussion. All members voted in favor of the motion (unanimous).

Jerram questioned the Commission about recommendations for land purchases asking if members of the Commission wanted to make a recommendation on the proposed Farmland Preservation Project and Walking Trail on the 93 acres on Black Bridge Road owned by Michael Butler known as “Butler Farm”.

The Commission discussed the property that includes a one mile long walking trail along the river that would be located on an 8.1 acre parcel that would be owned by the Town. Jerram showed the Commission a map that showed the property on the southern side of Black Bridge Road with river frontage on both the east and western branch of the Farmington River that included a proposed location of the trail.

Jerram indicated that the proposal was slightly different than last year in that the Open Space Preservation Commission had worked hard to try and increase grant funding by requesting support from the New Hartford Land Trust and Connecticut Farmland Trust. These organizations have indicated they were willing to commit \$66,310 to try and make the project work, reducing the amount of the town loan requested to \$148,472.50. The Land Trust would hold an easement on the trail portion of the property. LaPlante indicated that "he didn't think we should pass it up and that we should get it if at all possible".

A motion was made by Guilfoyle, 2nd by Buzzi to make a recommendation to acquire the Butler Farm as proposed by the Open Space Planning Commission. There was no further discussion. All members voted in favor of the motion (unanimous).

Lastly the Commission reviewed the Advisory Commission on Capital Expenditures Ordinance (see attached) noting several inconsistencies. A motion was made by Buzzi, 2nd by Guilfoyle to make a recommendation to the Board of Selectmen to refer the Ordinance(s) to Town Counsel for review and possible modification. There was no discussion. All members voted in favor of the motion (unanimous).

The members indicated that they would like to reconvene to inspect some of the town properties, like the DPW garages to gain a better understanding of the facilities and the equipment needs of the Town. Jerram indicated that he would arrange a meeting.

As there was no other business to attend to, a motion made by Buzzi, 2nd by LaPlante, to adjourn at 10:15 am. The motion was passed unanimously.

Respectfully Submitted,



Dan Jerram, First Selectman

