

CIP COMMITTEE MEETING

Chaplin Town Hall

February 26, 2018

MINUTES

1. **Call to Order:** Mr. Cunningham called the meeting to order at 5:05pm.
2. **Members Present:** Matthew Cunningham, First Selectman; Dick Weingart, Chairman/Board of Finance; Ken Henrici, Superintendent; Jaclyn Chancey, Board of Education; Roxanne St. Jean, Chairman Planning & Zoning; Cesar Beltran, Board of Finance

3. **Discuss and Act on CIP Plan:**

Mr. Weingart discussed that a policy is needed that only the funds allotted for a project can be spent and additional funding should be approved in advance, not after the fact.

Mr. Henrici explained why some projects are not needed. The school maintenance feels the tiles for the are not needed. The safety windows are functional, they may not look pretty but there is no need to spend money; also, no need to spend more funds on the roof tower.

Ms. Chancey asked about the quote on café tables and Mr. Henrici stated that the vendor said it would stay the same.

Mr. Henrici left the meeting at 5:16pm.

According to Mr. Dubitsky the POCD (Planning on Conservation and Development) account currently has \$10,000 which is sufficient.

Ms. Chancey suggested moving forward that if they have an idea of how much is currently in the accounts they would have something to go by when planning. Mr. Weingart agreed and stated that Val Garrison, Financial Manager, can run reports for the committee.

Mr. Cunningham reported on the \$7262 quote from Action Air for the ductless heating system to include the \$5000 grant funds from Energize CT. Also, approximately \$500-800 for electrical costs which isn't included. Mr. Cunningham will get 3 quotes total and suggests \$8500 total cost for the project; committee agreed to add under 18-19 CIP year.

Mr. Weingart reviewed an estimate from Joe Pinto, Fire Chief, for breathing apparatus according to the new standards from NFPA. The firehouse can be 3 standards behind requirements, it appears replacement standard for breathing apparatus to kick in this year and the total bill is \$133,112; Mr. Pinto checking into when it needs to be replaced. Mr. Cunningham believes all has to be replaced at once, not a few at a time; we need more documentation to confirm this allocation.

Mr. Weingart asked to make a motion on the CIP plan. Ms. Chancey made a **MOTION** to approve the 2019-2023 CIP plan with a total amount for all projects to equal \$390,650.00. Mr. Cunningham seconded the **MOTION**. All in favor. Discussion: Overall budget this year is less than last year.

4. **Adjourn:** Ms. Chancey made a **MOTION** to adjourn at 5:42pm. Mr. Weingart seconded the **MOTION**. All in favor. **MOTION** passed.

TOWN OF CHAPLIN
5-Year Capital Improvement Plan for Fiscal Years 2019-2023

02/26/2018
3rd DRAFT

SCHEDULE OF CAPITAL IMPROVEMENTS

- Key: A=Committed, B=Urgent, C=Needed, D=Acceptable, E=Deferred, X=Complete

CIP Comm Reviewed: 12/18/2017
BdOfSelectmen Reviewed: 01/22/2018

2/26/2018 Bd of Finance Reviewed: 01/08/2018

Bd of Finance Approved:

CIP Project #	Project Title and Category	Department Requesting	Funding Notes	Priority Dept	Priority CIP	2016-17	2017-18	2018-19	2019-20	2020-21	2021-2022	2022-2023
						Audited FY 2016-17	Approved Town Mtg FY 2017-18	Proposed FY 2018-19	Planned FY 2019-20	Estimated FY 2020-21	Estimated FY 2021-22	Estimated FY 2022-23
# 3320.1	Revaluation	Assessor	Complete	A	X	0	0	0	0	0	0	See NOTE A
# 3335	Conservation Fund	Conservation Comm.		D	E	10,000	0	DEFER	DEFER	DEFER	DEFER	DEFER
# 3320.9	Relocate Museum	Board of Selectmen		D	E	10,000	0	DEFER	DEFER	DEFER	DEFER	See NOTE D
# 3320.1	Playscape at Garrison Park	Recreation Comm.		C	A	30,000	19,000	19,000	0	0	0	0
# 3320.4	Plan of Development	Planning & Zoning Comm.	Ongoing	B	E	0	0	0	0	0	0	0
# 3320.12	Handicapped Access: Library/Senior Ctr	Board of Selectmen		B	A	0	10,000	0	0	0	0	See NOTE P
New	Replace kitchen floor: Senior Center	Senior Center		B	A	0	0	6,250	0	0	0	0
New	Replace bathroom floor: Comm Center	Board of Selectmen		B	A	0	0	8,900	0	0	0	0
New	HVAC System: Town Hall	Board of Selectmen		B	A	0	0	8,500	0	0	0	0
N/A	HVAC System: Library/Senior Center	(Current system likely to require replacement by FY 2020-21)		C	D	0	0	0	30,000	30,000	0	0
N/A	Chaplin 2022 Bicentennial Celebration	(Funding source Undetermined)		C	E	0	0	DEFER	0	0	0	See NOTE C
# 3340	Public Safety											
# 3340.6	SCBA Bottles	CVFD	Ongoing	B	A	0	0	5,000	0	5,000	0	See NOTE E
# 3340.7	Firefighter Gear Replacement	CVFD	Ongoing	B	A	6,000	6,000	6,000	6,000	6,000	6,000	6,000
# 3340.9	Fire Hose	CVFD	Ongoing	B	C	0	0	0	10,000	0	10,000	0
# 3340.12	UTV (JD Gator/similar) & Transport Trailer	CVFD	Complete	C	X	14,500	0	0	0	0	0	0
# 3340.14	UTV Skid Unit - Water, Pump, Rescue	CVFD	Complete	C	X	0	7,000	0	0	0	0	0
# 3340.13	Vehicle Replacement	CVFD	(Note 3)	C	C	20,000	25,000	25,000	25,000	25,000	25,000	25,000
# 3340.15	Hurst Combination Tool	CVFD	Complete	B	X	0	13,600	0	0	0	0	0
N/A	Lucas Device-automatic CPR	CVFD		C	D	0	0	0	0	16,000	0	0
N/A	CVFD Emergency Generator	(Current system likely to require replacement by FY 2020-21)		C	D	0	0	0	25,000	25,000	0	0
N/A	Ambulance Replacement	Ambulance Corps	(Note 4)	D	E	0	0	DEFER	0	0	0	0
N/A	DWI Grant	Law Enforcement	25% share	C	E	DEFER	DEFER	DEFER	5,000	0	0	0
# 3305	Public Works Department											
# 3305.4	Road Maintenance (inc. approx. 3%/Yr)	Public Works-Ongoing	(Note 1)	B	A	202,860	194,800	225,000	231,750	238,700	245,875	253,250
N/A	Bedlam Road Bridge	(Funding source Undetermined)		C	E	0	0	DEFER	0	0	0	0
N/A	England Road Bridge	(Funding source Undetermined)		C	E	0	0	DEFER	0	0	0	0
# 3305.9	North Bear Hill Road Drainage	CIP transfer from NB Hill bridge.	Complete	C	X	0	0	0	0	0	0	See NOTE G
# 3305.13	Equipment Replacement	Public Works		B	A	0	18,000	0	0	0	0	See NOTE H
# 3305.18	Vehicle Replacement	Public Works	(Note 5)	B	A	45,000	50,000	55,000	25,000	25,000	25,000	See NOTE J

