

**CIP COMMITTEE MEETING**  
**Chaplin Town Hall**  
**April 8, 2015**  
**MINUTES**

**1. Call to Order**

William Rose called the meeting to order at 7:05pm

**2. Members Present**

William H. Rose IV, First Selectman; Dick Weingart, Chairman, Board of Finance; Doug Dubitsky, Board of Finance arrived at 7:18pm.

**3. Discuss and Finalize CIP Plan**

**The attached CIP Plan, revised date of April 8, 2015, has been approved by the CIP Committee.** Note, discussions below pertain to specific projects and/or categories:

General Government

- Relocation Museum – Dick Weingart suggested the numbers remain and to target a final decision for costs next year.
- HVAC System: Library/Senior Center - per Mr. Weingart, last year the system was on as a potential upgrade. Mr. Rose stated that deferring is ok for now but during this fiscal year we need to research maybe Geo Thermal options. Mr. Weingart agreed and that maybe some firms can come in and take a look at it and determine what is required for replacement/upgrade. Mr. Rose agreed to leave in as placeholder for now.

Public Safety

- SCBA Bottles – Mr. Weingart stated that the \$5000 this year will cover any replacements needed.
- Firefighter Gear Replacement – discussion ensued regarding number of members, 40 is the average number and what is needed for all members. The CIP Committee agreed to increase the amount from \$5000 to \$6000 for FY 2015-16, FY 2016-17, FY2017-18.
- Vehicle Replacement – The CIP Committee agreed to add \$25,000 a year for FY 2016-17, FY 2017-18, FY 2018-19, and FY 2019-20 for replacement of a Department of Public Works vehicle.

Public Works Department

- Road Maintenance – Bill Rose reported that Steve Guay, our DPW Forman, submitted an estimate of what it will cost to repair the roads from the winter storm damage. These are approximate quotes from a contractor we used last year. We have \$109,000 total for chip sealing. The worst is Pumpkin Hill Road which needs repaving for approximately \$200,000. Also there is Cross Road which gets a lot of traffic is in very poor condition. North Bear Hill Road is on the list but we won't do anything until we finalize what will be done with the bridge work. Discussion ensued regarding the status of the bridge and the engineering plans. There is some question from Doug Dubitsky in regards to the box culvert replacement and costs from WMC. Mr. Rose will contact the engineering firm to clarify again why the project went from two million dollars to three million. For the bridge, no funds were added to FY 2016-17 until it is determined if funds are being transferred to Bedlam Bridge. The \$200,000 (STEAP grant) and \$204,000 (Town money) set aside covered the town's cost for the two million quote but for the

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three million quote we need another \$200,000 to meet our portion. According to Mr. Rose if there is more than that in the Bedlam Road Bridge, a total of \$450,000 then we don't need to spend our own money, we move that to the Bedlam Road Bridge and get work done without the restrictions and requirements of the grant monies. We are still waiting to hear if the state will move the STEAP funds.

- Darling Pond – Mr. Rose reported that we are waiting to hear on STEAP funds, an application was submitted last fall.
- N Bear Hill Road Drainage – Mr. Rose informed the committee that the drainage project is different from the N Bear Bridge line item because the town is responsible from the bridge up to Middle Road and bridge funding is from the low spot in road to other side of the river. We need to do something with drainage coming from the hill. The town will have to do linked drainage with catch basins that are linked together and brought down to lowest spot and bypass houses and drop into brook before the low spot. The 4 foot pipe crossing underneath needs replacement too. Mr. Rose also stated that we already had \$40,000 set aside from a few years ago and we allocated an additional \$40,000 in FY 2017-18. The town will get engineering done this year and see what the quote will be.
- Vehicle replacement – per Mr. Rose the remaining trucks are years 1994 and 1998 and we need to think of replacement costs. The CIP Committee approved to add \$25,000 for FY 2016-17, FY 2017-18, FY 2018-19, FY2019-20. Mr. Weingart suggested getting a 3-5 year plan developed on vehicle replacement costs.

Education – Chaplin BOE

- Polaris – Mr. Weingart stated that the school is not using undesignated funds for this expense.
- Classroom blinds replacement- Mr. Weingart reported that if the roof repairs at the school will be using the non-lapsing fund, then the classroom blinds will be out of CIP and broken out over two years, \$5000 and \$5525.

Total CIP

After the committee reviewed amounts for the FY 2015-16 and was decided to add an additional \$125,000 for the repair to the roads from the winter storms. Mr. Weingart reported that if there is a projected deficit at the elementary school this year, an estimate of \$150,000 to \$200,000 from the fund balance and based on reevaluations of revenues, we would have 13% unassigned fund balance of \$1,000,000. A total of 10% of the \$8,000,000 budget you have \$800,000 which would give us about \$200,000 to use.

**4. Adjourn**

The meeting was adjourned at 8:29pm

# TOWN OF CHAPLIN

## 5-Year Capital Improvement Plan for Fiscal Years 2016-2020

Revised-SG: 02/18/2015  
04/8/2015

SCHEDULE OF CAPITAL IMPROVEMENTS		CIP Committee Reviewed:	02/18/2015	Board of Finance Reviewed:	02/18/2015	Board of Finance Approved:	04/8/2015	Revised-SG:	04/8/2015		
		Key: A=Committed, B=Urgent, C=Needed, D=Acceptable, E=Deferred	Board of Selectmen Reviewed:	Board of Finance Reviewed:	Board of Finance Approved:	Board of Finance Approved:	Board of Finance Approved:	Board of Finance Approved:	Board of Finance Approved:		
Project Title and Category	Notes	Priority	Dept	CIP	Audited FY 2013-14	Approved Town Mtg. FY 2014-15	Proposed FY 2015-16	Planned FY 2016-17	Estimated FY 2017-18	Estimated FY 2018-19	Estimated FY 2019-20
<b>General Government</b>											
Revaluation	Assessor	Ongoing	A	A	9,600	12,000	12,000	12,000	12,000	12,000	9,500
Conservation Fund	Conservation Comm.		D	E	Defer	Defer	Defer	10,000	10,000		
Relocate Museum			D	A	5,000	5,000	15,000	12,500	20,000		
Playscape at Garrison Park	Recreation Comm.		C	E				20,000	6,000		
Plan of Development	Planning & Zoning Comm.		B	C							
HVAC System: Library/Senior Center	(Current system will require replacement)		C	E							60,000
<b>Public Safety</b>											
DWI Grant	Law Enforcement	25% share	B	E	Defer	Defer	Defer	Defer	5,000		
SCBA Bottles			B	A	Defer	5,000	5,000	0	0	5,000	0
Firefighter Gear Replacement			B	A	5,000	5,000	6,000	6,000	6,000	6,000	6,000
Fire Hose			B	A	10,000		10,000		10,000		10,000
JD Gator (or similar) & Transport Trailer			C	C				12,000		10,000	
Gator Skid Unit - Water, Pump, Rescue			C	D							
Service Truck			B	A	30,000						
Refurbish Tanker - ET 209			B	A	5,000						
Vehicle Replacement		(Note 2)	C	C			15,000	25,000	25,000	25,000	25,000
Thermal Imaging Camera			B	A							
<b>Public Works Department</b>											
Road Maintenance		(Note 1)	B	A	175,000	184,000	193,000	202,650	212,800	223,440	234,600
Road Maintenance - Winter Storm Damage											
North Bear Hill Bridge	(Partial funding by STEAP & Federal Bridge grants)		B	A	40,000	80,000	46,000				
Bedlam Road Bridge	(Funding covered by STEAP grant)		B	B	0	0	0				
Tower Hill Road Bridge		Complete	B	A	0	30,000	0	0	0	0	0
Darling Pond Dam	(Funding covered by STEAP grant)		A	A	0	0	0	0	0	0	0
Parish Hill Road Drainage			B	A	40,000						
Backhoe to replace JD Payloader		Complete			50,000						
Retaining Wall: Main Street Cemetery		Complete	C	A	10,000						
Snow Plow		Complete	B	A	10,000						
Equipment Replacement			B	A	18,000						
Mower Replacement - Behind Tractor		Complete	B	A	20,000						
Plow Truck Replacement			B	A	0		150,000	0	0	0	0
North Bear Hill Road Drainage			B	A	0	0	0	0	40,000	0	0
Vehicle Replacement		(Note 3)			0	0	0	25,000	25,000	25,000	25,000

