

# **CIP COMMITTEE**

**Chaplin Town Hall**

**December 17, 2018**

## **MINUTES**

1. **Call to Order:** Meeting was called to order at 5:10pm
2. **Members Present:** William H. Rose IV, First Selectman; Anthony Pinto, Selectman; Richard Weingart, Chairman/Board of Finance; David Stone, DPW Supervisor; Jim Randall, Emergency Preparedness Director; Doug Dubitsky, Board of Finance.
3. **Discuss and Act on CIP Plan:** (see attached)
4. **Adjourn:** Meeting adjourned at 7:18pm

*Respectfully submitted by  
Suzanne Gluck, Administrative Assistant/Recording Clerk*

TOWN OF CHAPLIN

5-Year Capital Improvement Plan for Fiscal Years 2020-2024 **\*\*DRAFT\*\***

12/17/2018

SCHEDULE OF CAPITAL IMPROVEMENTS  
 - Key: A=Committed, B=Urgent, C=Needed, D=Acceptable.  
 E=Deferred, X=Complete  
 CIP Comm Reviewed: 12/17/2018  
 Bd of Finance Reviewed: Bd of Finance Approved:  
 Bd of Selectmen Reviewed:

A	B	C	D	E	F	G	H	J	K	L	M	N	O	P
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7														
8	CIP Project #	Project Title and Category	Department Requesting	Funding Notes	Priority Dept	CIP	Audited FY 2017-18	Approved Town Mtg FY 2018-19	Proposed FY 2019-20	Planned FY 2020-21	Estimated FY 2021-22	Estimated FY 2022-23	Estimated FY 2023-24	
9	10	General Government												
11	12	# 3335 Conservation Fund	Conservation Comm.		D	E	0	0	DEFER	DEFER	DEFER	DEFER	DEFER	
13	13	# 3320.9 Relocate Museum	Board of Selectmen		D	E	0	0	DEFER	DEFER	DEFER	DEFER	See NOTE D	
14	14	# 3320.1 Playscape at Garrison Park	Recreation Comm.		C	A	19,000	19,000	0	0	0	0	0	
15	15	# 3320.4 Plan of Development	Planning & Zoning Comm.	Ongoing	B	E	0	0	0	0	0	0	0	
16	16	# 3320.12 Handicapped Access: Library/Senior Ctr	Board of Selectmen		B	A	10,000	0	0	0	0	0	0	
17	17	New Replace kitchen floor: Senior Center	Senior Center		B	A	0	6,250	0	0	0	0	0	
18	18	New Replace bathroom floor: Comm Center	Board of Selectmen		B	A	0	8,900	0	0	0	0	0	
19	19	New Install split system HVAC unit-Town Hall	Board of Selectmen		C	A	0	8,500	0	0	0	0	See NOTE P	
20	20	N/A Chaplin 2022 Bicentennial Celebration	(Funding source Undetermined)		C	E	0	0	5,000	5,000	0	0	0	
21	21													
22	22													
23	23	# 3340 Public Safety												
24	24													
25	25	# 3340.6 SCBA Bottles	CVFD	Ongoing	B	A	0	5,000	0	5,000	0	0	See NOTE E	
26	26	# 3340.7 Firefighter Gear Replacement	CVFD	Ongoing	B	A	6,000	6,000	6,000	6,000	6,000	6,000	6,000	
27	27	# 3340.9 Fire Hose	CVFD	Ongoing	B	C	0	0	0	10,000	0	10,000	0	
28	28	# 3340.14 UTV Skid Unit - Water, Pump, Rescue	CVFD	Complete	C	X	7,000	0	0	0	0	0	0	
29	29	# 3340.13 Vehicle Replacement	CVFD	(Note 3)	C	C	25,000	25,000	25,000	25,000	25,000	25,000	25,000	
30	30	# 3340.15 Hurst Combination Tool	CVFD	Complete	B	X	13,600	0	0	0	0	0	0	
31	31	N/A Lucas Device-automatic CPR	CVFD		C	D	0	0	0	16,000	0	0	0	
32	32	N/A Ambulance Replacement	Ambulance Corps	(Note 4)	D	E	0	0	???	0	0	0	0	
33	33													
34	34													
35	35	# 3305 Public Works Department												
36	36													
37	37	# 3305.4 Road Maintenance (inc. approx. 3%/yr)	Public Works-Ongoing	(Note 1)	B	A	194,800	225,000	231,750	238,700	245,875	253,250	253,250	
38	38	N/A Bedlam Road Bridge	(Funding source Undetermined)		C	E	0	0	10,000	0	0	0	0	
39	39	N/A England Road Bridge	(Funding source Undetermined)		C	E	0	0	DEFER	0	0	0	0	
40	40	# 3305.9 North Bear Hill Road Drainage	CIP transfer from NB Hill bridge.	Complete	C	A	0	150,000	0	0	0	0	See NOTE G	
41	41	# 3305.13 Equipment Replacement	Public Works		B	A	18,000	0	20,000	0	0	0	See NOTE H	
42	42	# 3305.18 Vehicle Replacement	Public Works	(Note 5)	B	A	50,000	80,000	55,000	30,000	30,000	30,000	30,000	
43	43	N/A HVAC System: Library/Senior Center	(Current system likely to require replacement by FY 2020-21)		C	D	0	0	30,000	30,000	0	0	0	
44	44	New Drainage Infrastructure Rehabilitation	Public Works						20,000	20,000	20,000			
45	45	New Tree Removal	Public Works						25,000					
46	46	New Nutmeg Lane Drainage & Paving	Public Works						10,000					
47	47	New Town Hall Sidewalk Replacement	Public Works						30,000					

TOWN OF CHAPLIN

5-Year Capital Improvement Plan for Fiscal Years 2020-2024 **\*\*DRAFT\*\***

12/17/2018

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Bd of Finance Reviewed:

Bd of Finance Approved:

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

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6	CIP Comm Reviewed: 12/17/2018														
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48	# 3300	Education - Chaplin Board of Education													
50	# 3300.5	Repair Damaged Curbs/Sidewalks			Complete	B	A		1,000	0	0	0	0	0	0
51	# 3300.8	HVAC Duct system service - Duct/Air handler cleaning			Complete	B	X		14,000	0	0	0	0	0	0
52	New	(10) new folding Mitchell cafeteria tables				C	A		0	40,000	0	0	0	0	See Note N
53	New	Replace all smoke detectors in school bldg & Replace security system control panel				B	A		0	12,000	0	0	0	0	0
54	New	Replace two main boilers - original equipment when school was built				C	C		0	0	30,000	0	0	0	0
55	New	Replace carpets - hallways, classroom, office				C	C		0	0	0	9,000	0	0	0
56	New	Seal lavatory floors				C	C		0	0	0	0	19,500	0	0
57	New	Replace Gym Foam Wall Safety Panels									11,260				
58	New	Replace Gym Floor with Rubberized Floor										53,000			
59	New	Install Chain Link Fence Around Entire Pre-K									6,250				
60	New	Replace Gym/Auditorium/All-Purpose Room									30,000				
61									358,400	585,650	545,260	447,700	346,375	324,250	314,250
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Expected reimbursement from respective fiscal year State LoCIP funds:  
 Transfer from General Fund Reserved Account(s):  
 Transfer from GENERAL FUND UNASSIGNED FUND BALANCE:  
 Funding from existing CIP Account(s):  
 Funding from CIP Unassigned Fund Balance:  
**Net CIP Funding from General Fund (FY 18, FY19, FY 20):**  
**CIP Unallocated Fund Balance at June 30, 2018, 2019, 2020:**

Partially reimbursed from respective fiscal year State LoCIP funds.  
 Based on vehicle replacement schedule from (CVFD).  
 Pending verification of ambulance replacement schedule.  
 Based on vehicle replacement schedule from (BOS/PW).

**NOTE D:** The Board of Selectmen plan to take the Museum relocation issue to the May 2018 Town Meeting for an advisory consultation with the community. Use of funds - \$35,000. ???  
**NOTE E:** Self-contained breathing apparatus (SCBA) for CVFD may need complete replacement due to new NFPA standards. Estimated total cost for new equipment exceeds \$135,000.  
**NOTE G:** North Bear Hill Road Bridge & Drainage: May 2017-Drainage project to be funded by transfer of excess Town funds from North Bear Hill Road Bridge. May 2018-Additional funds needed.  
**NOTE J:** Replacement vehicle schedule: January 2018-Purchase Town of Goron used plow truck. July 2018-Purchase 2nd new plow truck, add \$30,000 for 2024-2025  
**NOTE P:** Split system HVAC unit-Town Hall: May 2018-Partially funded by transfer from General Fund Reserved Acct. for State energy conservation grant (\$5,000).