

**Town of Windsor
Special Meeting
Capital Improvements Committee
December 16, 2004**

Approved Minutes

PRESENT: Chairman Randy Graff, Bill Chiodo, and Bob Gustafson, Leonard Swade

STAFF: Town Manager Peter Souza, Finance Director Gregg Pavitt, Town Engineer Tom Lenehan, Director of Public Works Brian Funk,

1. Call To Order

The meeting was called to order at 7:05 p.m.

2. Public Comment

None.

3. Review and Discussion of Draft 2006-2011 CIP

Chairman Graff requested that the town staff present the Capital Improvements Program.

Town Manager Peter Souza introduced staff and reviewed the CIP projects for all six years (2006-2011), and noted the Capital Improvements Committee is charged to review the 2nd through 6th year. Due to funding constraints, some projects such as Lang Road reconstruction and Transfer Station Design have been set back from the adopted CIP which has also resulted in a number of changes to the out years of the plan.

Mr. Gregg Pavitt, Finance Director, reviewed the existing and proposed debt service chart, noting that it is continually rising during the program years, but is still within Town Council guidelines.

Mr. Souza commented that street resurfacing and reclamation are annual programs and the draft plan attempt to initiate a similar concept for reinvestment in park and recreation facilities.

The Town Manager highlighted a new project for FY 2006, Facility Planning and Reuse Study. With major improvements outlined for Milo Peck Center and the potential for a new or enhance Senior Center and a new Early Childhood Center it is important to develop a multi year blue print. The purpose of the proposed Facility Planning and Reuse Study build upon and incorporate together recent concept studys for the Senior Center and Early Childhood Center to ensure the best and highest use of existing and planned facilities.

It was noted that the Route 159 Wilson, Median Improvements has been moved out one year from FY 2006 to FY 2007 to accommodate the alterations to FY 2005 planned borrowing.

Design money for a senior center is proposed for fiscal year 2007, but timing and scope of this project will largely depend on results from the proposed Facility Planning and Reuse Study.

Mr. Souza mentioned that the design of the Transfer Station is not included in the draft plan and that the facility will not be built if the Town Council decides to deliver its waste to Hartford. The economics of building this station are not beneficial, as the tipping fees for commercial and residential waste would not be enough to recover both operating and debt service costs.

Mr. Graff commented on the replacement of major fire equipment and asked if there was a market for used fire equipment. Mr. Souza stated that the Fire Chief has done an excellent job in reducing the number of fire trucks and in reassigning to increase utilization. Not much of a market for used fire trucks. The last one was given to a small town in South Carolina.

In FY 2008 the resurfacing/reclamation of Day Hill Road was discussed. It was explained the project is needed to support the increasing number of large trucks which travel this road and because some sections of the road were not constructed to meet the demands of this heavy traffic. Federal grant funds are expected to fund some of the reclamation work.

Renovation of the Public Safety Complex was highlighted as well. This project is needed in order to gain space for fire equipment and for training and locker space for police. A parcel of land to the east of the area was acquired by the town some time ago with the potential to be utilized for future expansion needs.

Committee members asked about improvements to Exit 38 interchange. Staff is trying to get this project onto the State's project listing. There is a strong likelihood the project will not be funded in the near future due to the State DOT concentrating funding on major improvements in the I-95 corridor. The State has expressed concern with the southbound Route 20 merge and has observed morning traffic backing up onto southbound I-91 from Exit 38.

The Capital Improvements Committee requested that the Board of Education attend the next meeting to review their projects. Mr. Souza will invite the Superintendent of Schools, et al to the meeting.

The next meeting scheduled will take place on December 30, 2004 at 7:00 p.m. The alternate date will be January 6, 2005 at 7:00 p.m.

5. Accept minutes of January 15, 2004

Moved by Bill Chiodo, seconded by Bob Gustafson to accept the minutes of January 15, 2004 as presented.

Motion Passed 3-0-0

6. Adjournment

Moved by Bob Gustafson, seconded by Bill Chiodo to adjourn the meeting at 8:20 p.m.

Motion Passed 3-0-0

Respectfully submitted,

Gregg Pavitt
Finance Director