Town of Windsor
Special Meeting
Capital Improvements Committee
February 1, 2007

Approved Minutes

PRESENT: Chairman Randy Graff, Bob Gustafson, Jim Ristas

STAFF: Assistant Town Manager Emily Moon; Director of Public Works, Brian Funk

GUESTS: Frank Williams, Board of Education business manager

1. **CALL TO ORDER**
The meeting was called to order at 7:00 p.m.

2. **PUBLIC COMMENT**
Mr. Bradshaw Smith stated he had not received a copy of the agenda prior to the meeting.

3. **REVIEW OF PROPOSED FY 2008 – FY 2013 CIP – BOARD OF EDUCATION**
Mr. Graff reminded the committee that Mr. Swade had asked the committee to consider moving more aggressively toward furthering the Facility Re-use Study and eventual plans for the Senior Center and Early Childhood Learning Center.

Mr. Frank Williams, Board of Education (BOE) business manager, explained that the BOE and Town staff currently are evaluating using solar technology for the Poquonock School roof. The committee discussed the importance of the State's financial participation in using solar technology in the project.

Mr. Graff asked Mr. Williams to review the Poquonock School steam heat conversion project. Mr. Williams stated that the project would involve disruptions in every space, including classrooms. Mr. Graff asked what the differential in cost was between replacing the steam boiler vs. the whole system and what the added benefit is. Mr. Williams said he would provide this information to the committee.

Mr. Ristas asked for clarification as to the role of the Public Building Commission.

Mr. Williams explained the roles and stated that the Clover Street heat conversion is a slightly lower priority than Poquonock's, even though it is in worse shape, due to the fact that Clover's boiler is segmented and can be partially replaced.

Mr. Graff asked if the JFK roof was leaking. Mr. Williams replied that it is not.

Mr. Graff asked about the state's reimbursement practice. Mr. Williams stated that for large projects, the State would reimburse as work was completed and that the Town would not have to wait until total completion.

Mr. Graff asked how necessary it is to do the code compliance projects and if Mr. Williams could identify the specific needs. Mr. Graff stated that schools don't need to be completely compliant until a major renovation is undertaken.

Mr. Graff asked for a description of the Ellsworth office remodel. Mr. Williams explained that the project would involve renovating and reconfiguring the main entry way, also to improve safety, much like what was done at Poquonock School.

Mr. Graff asked if the Sage Park Middle School air conditioning project was reimbursable. Mr. Williams said he believed it was not, due to the fact that the entire building isn't being targeted for total renovation.

Mr. Graff asked why the two school's 2013 media center air conditioning projects were needed. Mr. Williams said it was due to where in the building the media centers are located, the summer use of the buildings and the need to control the temperature of the environment surrounding the technology (e.g. PCs).

4. APPROVAL OF MEETING MINTUES

The committee will approve the minutes of the January 25, 2007 at their meeting next week.

5. ADJOURNMENT

Moved by Mr. Ristas, seconded by Mr. Gustafson to adjourn the meeting at 8:17 p.m.

Motion Passed 3-0-0

Respectfully submitted,

Emily Moon
Assistant Town Manager