

**CAPITAL IMPROVEMENTS COMMITTEE
SPECIAL MEETING MINUTES
FEBRUARY 15, 2017
LUDLOW ROOM - WINDSOR TOWN HALL**

UNAPPROVED MINUTES

1. CALL TO ORDER

Chairman Randy Graff called the meeting to order at 7:00 p.m.

Present: Randy Graff, Lee Alford, and Lou Morando

Staff: Peter Souza, Town Manager; Bob Jarvis, Director of Public Works/Town Engineer; Jim Bourke, Finance Director; Whit Przech, Facilities Manager; and Paul Norris, Director of Recreation Services

2. PUBLIC COMMENT

Mr. Bradshaw Smith, 23 Ludlow Road, handed out some written comments to committee members.

Mr. John Dunn, 15 Strawberry Hill Road, spoke to the River Street project between Poquonock Avenue and the entrance to Farmington River Park. He asked if any additional planning work on the project has been done in the past year. He also asked what the current project scope entailed.

3. APPROVAL OF MINUTES

Mr. Morando MOVED and Mr. Alford seconded to approve the unapproved minutes of April 13, 2016 minutes as presented.

Motion Passed 3-0-0 (Mr. Ristas absent)

4. REVIEW OF DRAFT FY 2018-2023 CAPITAL IMPROVEMENTS PLAN

Town Manager Souza provided an overview of the draft Capital Improvements Plan. He stated that over the 6 year period of the plan there will be:

- \$9.5 million in General fund appropriations as part of the annual budget;
- \$27 million in bonding for non-referendum projects; and
- \$43 million in bonding for referendum projects.

The referendum projects that will need to be voted on by citizens include:

- \$32.7 million for Safety complex renovation and Police Department Renovations
- \$4.2 million for the Public Safety complex and the Town Wide Radio System
- \$2.9 million for Outdoor pool improvements
- \$3.4 million for Sage Park School energy efficiencies HVAC upgrades

Mr. Jim Bourke, Finance Director, provided an overview of the three debt service forecast scenarios.

Committee members reviewed the draft plan on a year by year basis.

Mr. Alford asked what the suggested/proposed funding source was for the monument preservation project. Town Manager Souza stated it is from the General Fund Unassigned Fund Balance.

Mr. Alford commented that future pedestrian multi-use path projects in the vicinity of Blue Hills Avenue & Day Hill Road need to take into account the large volume of traffic at that intersection. He suggested that we should perhaps 'direct' pedestrian crossing away from the intersection.

Mr. Graff asked staff to provide an update on the plans for the Route 159/Broad Street 'Road Diet' project. Mr. Bob Jarvis, Director of Public Works/Town Engineer, stated the concept plan was developed as part of the Town Center master plan process.

Mr. Graff appreciated the goal of improving pedestrian access, but expressed his concerns about significant traffic congestion when an accident occurs on I-91.

Mr. Alford noted there may be value in salvaging the wood from the unused tobacco sheds at Northwest Park versus putting resources into restoring sheds.

Mr. Graff asked about the status of the athletic field master plan. Mr. Paul Norris, Director of Recreation Services, and Mr. Jarvis stated that three major projects had been completed and the fourth at Windsor High School's East field is planned for 2017, pending funding authorization. Prior projects include O'Brien Stadium, Oliver Ellsworth School and field facilities at the L.P. Wilson community center.

Mr. Graff asked if the State of Connecticut's (CT) Department of Transportation (DOT) needed to review and approve audible pedestrian crossing signals. Mr. Jarvis replied that the Department of Transportation's approval is needed.

Mr. Graff noted the Corey Street/Route 159 signal project had been readjusted schedule-wise. Town Manager Souza stated the project is proposed to be designed in FY 18. This would allow for further discussions with the CT DOT relative to permitting and possible timing of the project.

Mr. Graff asked about the Route 159 median project. Town Manager Souza stated town staff have been evaluating possible grant opportunities.

Mr. Morando asked staff if Metropolitan District Commission (MDC) was still planning on a major sewer replacement on RT 305 west of I-91 and how it would be coordinated with the Capital Improvements Plan to widen this street if possible. Staff reported that the MDC had delayed the sewer project and there is no set schedule at this time.

Mr. Graff asked about when the town hall parking lot might be repaired. Town Manager Souza responded that this project would not be scheduled until a better time frame on the commuter rail station project was determined. If the rail station project is not scheduled in the near term, the parking lot project would be scheduled over the next few years. Staff noted that during this construction season there was a possibility to replace the Luddy House parking lot as well as a section of the so-called post office drive.

Committee members discussed scheduling a follow-up meeting with school staff in attendance to review school projects and make any suggested changes to the draft Capital Improvement Plan.

Chairman Graff asked staff to coordinate a follow-up meeting in the next few weeks.

5. STAFF REPORTS

None

6. ADJOURNMENT

Mr. Alford MOVED and Mr. Morando seconded to adjourn the meeting at 8:35 p.m.

Motion Passed 3-0-0 (Mr. Ristas absent)

Respectfully Submitted,

Peter Souza
Town Manager