

TOWN OF WINDSOR, CONNECTICUT

Special Meeting Notice



Zoom instructions

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Please call: **301 715 8592** or **312 626 6799**

1. When prompted for participant or meeting ID enter: **890 0340 9556** then press #
2. You will then enter the meeting muted. During Public Comment if you wish to speak press *9 to raise your hand.

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3. During Public Comment if you do not wish to speak you may type your comments into the Q&A feature.

AGENCY: Capital Improvements Committee

DATE: June 7, 2023

TIME: 6:00 PM

PLACE: HYBRID MEETING – via Zoom and in person in Ludlow Room at Town Hall

AGENDA

1. Call to Order
2. Public Comment
3. Approval of Minutes
 - a) *May 25, 2022
4. Review of Draft FY 2024-2029 Capital Improvements Program
5. Staff Reports
6. Adjournment

To view the Capital Improvements Plan online please go to:

<https://townofwindsorct.com/finance/documents/fy-2024-2029-cip/>

*Backup materials

Public Act 75-312 requires notice of Special Meetings to be posted in the Town Clerk's Office not less than 24 hours prior to the time of such meeting. No other business shall be considered at this meeting than that listed on this Agenda.

**CAPITAL IMPROVEMENTS COMMITTEE
SPECIAL MEETING
MAY 25, 2022
HYBRID MEETING**

UNAPPROVED MINUTES

1. CALL TO ORDER

Chairman Randy Graff called the meeting to order at 6:30 p.m.

Present: Randy Graff, Lou Morando and Jim Bennett

Staff: Peter Souza, Town Manager; Scott Colby, Assistant Town Manager; Bob Jarvis, Director of Public Works/Town Engineer; Whit Przech, Facilities Manager; Paul Norris, Director of Recreation Services; and Charles Waterfield, BOE Physical Plant Manager

2. PUBLIC COMMENT – None

3. APPROVAL OF MINUTES

Mr. Morando MOVED and Mr. Bennett seconded to approve the unapproved minutes of March 10, 2021 as presented.

Motion Passed 3-0-0

4. REVIEW OF DRAFT FY 2023-2028 CAPITAL IMPROVEMENTS PLAN

Town Manager Souza reviewed the Capital Improvements Plan format and noted the various funding sources for projects. The total bonding authorization in the 6 year plan is \$63.7 million, including three potential projects requiring referendums.

Chairman Graff and committee members reviewed the draft Capital Improvements Plan starting with FY 23.

FY 2023

Mr. Bennett inquired about the timing of the Clover Street School Roof Replacement. Town Manager Souza discussed the sequencing of the projects through the upcoming years.

Mr. Morando asked if we were seeing higher costs for materials and labor for the roofing estimates. Mr. Przech stated that were seeing costs closer to fifty percent higher.

Mr. Graff asked if there was concern about acquiring land for the Riverfront Trail from Town Center to East Barber Street. Town Manager Souza indicated that there are three land owners along the route and that staff has had some discussions with the owners including Loomis Chaffee School.

Mr. Morando asked for some clarification on the Milo Peck HVAC project. Town Manager Souza stated that a consultant had been hired to conduct a supplemental design utilizing a non- fossil fuel source.

Mr. Graff asked if we have design for the Wilson Gateway Park, and how parking would be handled. Town Manager Souza indicated that the RFP's are due back tomorrow, May 26 and that parking would on the north end of parcel near entrance to I-291.

FY 2024

Mr. Graff asked for some clarification on the Stormwater Management project.

Mr. Jarvis provided clarifying information on the O'Brien Field Turf Replacement.

Mr. Waterfield provided clarifying information on the LP Wilson HazMat Abatement project and expressed a desire to have flooring work done concurrently with the HVAC project.

FY 2025

Mr. Graff made a comment about older equipment that the Town is replacing.

Mr. Morando asked if the warranty for flat roofs was 25 years and if shingled roofs are warrantied for 50 years. Mr. Przech stated that was correct.

Mr. Graff asked for some clarification on the River Street Culvert Repair project.

FY 2026

Mr. Morando inquired about who is utilizing the train station. Town Manager Souza stated that the Windsor Arts Center is currently renting the space from the town for art studios.

Mr. Graff asked if the Wilson Route 159 Corridor Enhancement is just a landscaping and beautification project or if more elements were planned to be included. Town Manager Souza stated the project scope essentially is replacing the median itself. No other elements are included. Staff is looking at the potential for state and federal grants. Committee members noted safety concerns with Corey Street and community center intersection.

Mr. Graff made a comment about sight line issues at the Capen Street and Sage Park Road intersection.

FY 2027

Mr. Morando inquired about the Poquonock Firehouse heating source. Mr. Przech stated that it is natural gas.

Mr. Graff made comments about the BOE School Window Replacement.

Mr. Waterfield indicated that the BOE would like to move up the Kennedy School HVAC Replacement if possible. This includes the large multi-purposed room that was not completed when the majority of the building was done.

MOVED by Mr. Bennett and seconded by Mr. Morando to recommend staff to move the Kennedy School HAVC Replacement from FY 2027 to FY 2024.

Motion Passed 3-0-0

FY 2028

No comments on FY 2028 proposed CIP projects.

Mr. Waterfield made a comment about the possibility of including a Sage Park flooring project due to sub surface water issues that is impacting the use of the small gym. He stated an evaluation and design would need to be conducted to be able to refine scope and estimated cost.

Mr. Morando inquired about where the Town Center Parking Garage would be located. Town Manager Souza indicated that it is proposed to be located in the back of the Town Hall.

Mr. Morando asked if the Day Hill Road/Blue Hills Ave. Extension Roundabout would be located in Bloomfield. Town Manager Souza indicated that it would not.

MOVED by Mr. Morando and seconded by Mr. Bennett to accept the draft Capital Improvements Program for FY 23- FY 28 as presented with the above amendments.

Motion Passed 3-0-0

5. STAFF REPORTS – None

6. ADJOURNMENT

MOVED by Mr. Morando and seconded by Mr. Bennett to adjourn the meeting at 7:44 p.m.

Motion Passed 3-0-0

Respectfully Submitted,

Scott W. Colby Jr.
Assistant Town Manager