

**LITCHFIELD CAPITAL IMPROVEMENTS COMMITTEE
REGULAR MEETING
TUESDAY, DECEMBER 13, 2011
LITCHFIELD TOWN OFFICE BUILDING – 7:00 P.M. UNTIL 9:30 P.M.**

Call to Order: Chairman David T. Wilson called the meeting to order at 7:00 p.m.

Present: Chairman David T. Wilson, Leo Paul, Jr., J. Patrick Libert, Edwin Evers, James Koser, Frank Simone, Jack Healy, and Karl Fisher, Finance Director. Several East Litchfield firemen were also present.

Absent: Joann Brogis, David W. Wilson

Approve Minutes

a) Amend Minutes of August 31, 2011: The minutes stand as approved on 11/15/11.

b) Regular November 29, 2011: Motion: L. Paul moved to approve the regular meeting minutes of 11/29/11 and F. Simone seconded. All voted aye except D. T. Wilson, who abstained because of absence, and the motion carried.

Discuss and Update Fire & EMS's East Litchfield Building Repair Request: E. Evers passed out revised Forms B and explained that the balance in the air pack sinking fund is now \$40,500, and the balance in the fire ponds fund is \$17,596. There is a FEMA grant applied for to fund town-wide replacement of SCBA, with \$21,000 as the matching fund, and also one to help fund the replacement of Northfield's tanker (13/14), with \$28,000 as the matching amount. Both these grants can be awarded any time in a two-year window, beginning in January of 2012.

The East Litchfield Building Repair for 2014/15 was revisited. It involves work at the East Litchfield Firehouse for drainage, cement stair replacement and complete energy-efficient window replacement. They will have drawings done and "guess-timate" the project to be \$50,000 - \$60,000, although they have no quotes on the drainage work. Chief Tim Sparks said, however, they have a couple estimates on the new windows which would save on electricity and heat. He thought the contractor may assist in getting grants for the work and help them get the money back. J. Healy said he can apply for an energy-efficient grant through CL&P as he has for other projects. J. Healy advised not putting this project off because of the water coming into the building that could cause health and safety issues. It could be three years before the work starts if the capital money is slated for 2014/15. Leo Paul suggested moving the request into the 2012/13 year. Chairman Wilson was afraid of setting a precedent of slating a request for the coming year with a dollar amount assigned to a project that has no quotes. L. Paul suggested moving the \$70,000 from the Litchfield handicap Bathroom Upgrade out to 2013/14 to make room for the East Litchfield Building Repair for 2012/13, increasing it to \$70,000.

Motion: L. Paul motioned to move up the East Litchfield Building Repair to 2012/13 and increase the amount to \$70,000; and also to move the Litchfield Handicap Bath Upgrade (\$70,000) out to 2013/14, changing the total 2012/13 Fire & EMS requests to \$575,000. F. Simone seconded, all voted aye and the motion carried.

While the firemen were still there, Chairman Wilson requested a moment of silence on the passing of Litchfield Past Chief Thomas Rogers.

Review Capital Project Requests

- a) **Park and Recreation:** Park and Recreation Director Brent Hawkins was present and said he has formed a Litchfield citizens group to help in devising a ten-year plan for Park and Recreation. He presented a map of the present plan and indicated changes by hand. Engineering plans for the Town parks (\$15,000) are requested for 2012/13 by Mr. Hawkins, although the Commission voted it down because they felt the 1989 plan was sufficient. Restroom Restoration at Community Field was taken out because of fear of vandalism and lack of a plan. Basketball Court Resurface was taken out and will be placed in the operating budget. Basketball standards, fencing at the south end of the basketball court, and changing room demolition and new installation at Town Beach remain in for 2012/13. L. Paul said he would have liked to see conceptual plans of the sites and Park and Recreation Commissioners present. D. Wilson said he is disappointed there is not better collaboration and communication in an area that benefits the whole community. L. Paul expressed a desire to give them the engineering money, but would like to see a narrative plan with priorities. He asked Mr. Hawkins to come back at the next meeting with that information. Mr. Paul will call Chairman Ann McCarthy.
- b) **Sandy Beach Commission:** Chairman Ed Ryle showed a drawing Phase II of the septic system reconstruction. Phase II enables the septic to be connected to the new changing rooms, toilets and showers (also to be built). The new facility will also include a lifeguard storage area and a mechanical room. Chairman Wilson and L. Paul said they could not approve a project, bond it, and then not have it completed if the other funding sources do not come through. Mr. Paul suggested asking for the whole amount split between the two towns; i.e., approximately \$44,000 from Litchfield and \$22,000 from Morris. Karl Fisher will check with the bonding attorney and IBIC to arrange for a conference call to discuss when the bonding funds can be available. Ed Ryle will revise his forms and return at the next meeting.
- c) **Public Works:** Jack Healy reviewed all the requests and Karl Fisher will total them to see how much will need to be cut. Work will continue at the next meeting.

Capital Funding Priorities: Postponed to next meeting

Review All Submitted Requests and Take Appropriate Action, Finalize and Recommend:
Next meeting

Set 2012 Meeting Schedule: Postponed to next meeting

Regarding the next meeting, Chairman Wilson said he had a conflict with that date. It was decided that they would set the next meeting as a special on Tuesday, January 17, 2012 to complete the unfinished items on the agenda.

Adjournment: F. Simone moved to adjourn at 9:15 p.m. and E. Evers seconded. All voted aye and the motion carried.

David T. Wilson
Chairman