

CIP COMMITTEE
Chaplin Senior Center Meeting Room
January 25, 2024
MINUTES

1. **Call to Order:** Meeting was called to order at 6:00 pm.
2. **Members Present:** Juan Roman, First Selectman; Cyrus Blake, School Maintenance Supervisor; Kevin Chavez, Chaplin Elementary School Principal; Richard Weingart, Chairman Board of Finance; Joe Pinto Fire Chief; Dave Stone, DPW Supervisor; Victor Boomer, Library Board Chair; Sandra Horning, Library Director
3. **Audience of Citizens:** None
4. **Approval of Minutes:** None
5. **Discuss and Possible Action on CIP Plan:** Dick Weingart, BOF Chair, called the meeting to order at 6 PM. He began by requesting that members present introduce themselves as new member Cyrus Blake, was meeting many people present for the first time. After introductions, D Weingart gave the committee a brief overview of the Capital Improvement Plan request process. He projected the CIP worksheet onto a large screen and gave a brief explanation of its layout. He then explained that the purpose of the CIP Committee meeting was to review and clarify individual requests. The reviews began with the Chaplin Board of Education. C Blake explained that the current request of \$25,000 for the secondary electrical room upgrades remains a priority and is necessary to the server room being kept cool to support the proper functioning of servers and other electronic devices. C Blake stated he was confident that the pricing is correct. Former maintenance supervisor, Andrew Barillari, submitted supporting documentation for this project last year and D Weingart will find and review this information. CES Principal Kevin Chavez clarified that the \$260,000 was placed in an incorrect column due to a mistake in communication. The amount is what will be needed for roof replacement but the target years to accumulate this amount will be 2028-2029 or beyond. Further thought will be given as to how to break up this amount in the years before 2028-2029. Clarification was also given regarding the current remaining balance of \$5,000 in the pump house repairs and upgrades line item. The item remains because of the change in school maintenance staffing and has yet to be addressed. General Government CIP requests were reviewed next. J Roman addressed the question of Victor Boomer and Sandra Horning as to if the proposed carpet replacement at the Library will be addressed as a CIP request. He stated that the project may be funded through ARPA funds as opposed to the CIP fund. J Roman also stated that the acoustic improvements of the Senior Center Community Room have been moved up because of the passing of early voting and the possible need to use this room for upcoming early voting sessions. Other improvements to the space will also be necessary such as removing the stage and adding a new door for egress. The acoustic improvements take priority. Dave Stone, DPW supervisor, had submitted documents pertaining to the acoustic improvements. D Stone to provide further documentation for the next CIP meeting. A discussion also occurred pertaining to the amounts present in the Community

Investment Town Center Vision (sidewalk) line item. J Roman explained that these numbers have been requested while waiting to see if funding will be approved by the State. The next department reviewed were the requests of the Department of Public Works. D Weingart reviewed the equipment replacement worksheet provided by D Stone. He asked for clarification of one of the headings which he could not read. The heading was read out as "Light Duty = pick up/mason dump/plow". D Stone to correct shading. Discussion of increase in the Nutmeg Lane Drainage & Paving line item occurred with D Stone explaining that it will be a complicated and expensive project. It was also noted that the amount of \$20,000 in the FY 2028-2029 column of the Senior Center parking lot paving project should be moved to the FY 2027-2028 column. D Stone and J Roman submitted documentation for the generator request and stated that the garage does not need a stand-alone generator with a portable generator being more useful to the town including emergency services. D Stone stated that the line item of Pumpkin Hill Culvert Replacement is actually a bridge which has the possibility to be replaced with a box culvert, however the engineering for this project has yet to determine this. Fire Chief Joe Pinto presented requests for the CVFD which had yet to be added to the CIP spread sheet. The public safety requests focus on turn out gear and their cleaning and storage requirements especially in light of the new focus on cancer causing chemicals. The next meeting of the CIP Committee has yet to be determined.

Adjournment: MOTION to Adjourn at 7:54 PM was made by J Pinto and seconded by D Stone. All in favor. Motion carried.

*Respectfully submitted by
Susan Welshman, Administrative Assistant/Recording Clerk*