

**CAPITAL IMPROVEMENT PLAN COMMITTEE**  
**Special Meeting**  
**Chaplin Senior Center Meeting Room**  
**January 30, 2025**  
**MINUTES**

1. **Call to Order:** Meeting was called to order at 6:00 pm.
2. **Members Present:** Juan Roman, First Selectman; Richard Weingart, Chairman Board of Finance; Joe Pinto, Fire Chief; Dave Stone, DPW Supervisor; Jaclyn Chancey, Chaplin BOE Chair; Susan Welshman, Recording Secretary
3. **Audience of Citizens:** None
4. **Approval of Minutes:** None
5. **Discuss and Possible Action on CIP Plan:** The CIP Committee discussion began with a review of the 5-Year Capital Improvement Plan for Fiscal Years 2025-26 to 2029-30 draft worksheet. Line items under General Government were first to be discussed. D Weingart asked for confirmation from DPW Supervisor Dave Stone that he worked with First Selectman Juan Roman in developing and submitting the numbers shown on the draft dated 1/30/2025. D Weingart marked item 3320.13 “*Chaplin 2022 Bicentennial Celebration*” as “repurpose funds not needed”. He has had communication with Leslie Ricklin, Chair of the Bicentennial Committee, regarding the leftover funds in the amount of \$15,600. She stated that the digitalization of all Bicentennial documents is not yet finished and anticipates the remainder of the work to cost approximately \$300. D Stone suggested that a project that could possibly use these leftover funds would be the replacement of a rotted door at the Ferrara Community Room in the Chaplin Senior Center. An estimate for the work has been submitted by Automatic Door Doctor for the replacement of the doors in the amount of \$6,566. The estimate was submitted into the CIP file and will be considered with further review.

Public Safety was the next CIP topic discussed with Fire Chief Joe Pinto leading the discussion regarding item 3340.13 “*Vehicle Replacement*”. Leasing to own, financing, and bonds were discussed as options for meeting the large future cost of vehicle replacements at the CVFD. Chief Pinto submitted four new CIP requests.

1. Funding to be appropriated in FY 2025-26 for a new CIP line item to be titled “*Trident Air Pump Systems*”. He stated that since the existing line item titled “*Turn out Gear Washer/Dryer*” has been covered by ARPA funds, he hopes that the air pump systems can replace the washer/dryer item for 2025-2026. Currently, the line item contains \$17,000. The request for the air pump systems is \$9,500.
2. A new item to the program with appropriation requested for FY 2026-27. The item requested is a *new vehicle exhaust system* for the garage bays at the firehouse in the amount of \$30,000. Chief Pinto stated that mandates for cancer prevention are now requiring the installation of this kind of equipment.

3. A new line item to the program with appropriation requested for 2027-2028. The item requested would address the *CVFD firefighting infrastructure assets* of our current and future fire ponds. The request is for \$10,000 to be appropriated in FY 2027-28 and then \$1,500 to be appropriated yearly after that.
4. The fourth submittal was put forth by the CVFD Forestry Upfit Committee requesting that \$35,500 be appropriated for the upfitting of the newly acquired 2022 Ford F350 from the DPW as a new forestry apparatus. The appropriation is requested at the Town's earliest convenience.

Chaplin Board of Education Chair Jaclyn Chancey led the discussion of the Education Capital Improvement requests. She stated that she will be discussing the status of two of the existing requests (3300.21 *pump house repairs* and 3300.22 *electrical room upgrades*) with Superintendent Andy Skarzynski and will have more information at the next meeting. J Chancey stated that there are no new requests or changes for FY 2025-26 however new State mandates will require HVAC duct cleaning and inspections by 2030 with follow-ups every 5 years. This new mandate will be expected to cost between \$15,000-20,000. Another anticipated CIP line item will be for parking lot and exterior repairs. D Weingart encouraged the Superintendent, Board of Selectmen, Treasurer, and Board of Education to work together to ensure that the existing CIP line item *CES Roof Replacement* is properly managed and supervised both in terms of the funding as well as the project's execution.

Department of Public Works Supervisor Dave Stone led the discussion of the Public Works CIP requests. He explained that the requests submitted for the Pumpkin Hill Bridge replacement and the South Bear Hill Bridge would be to cover inspections and surveys. The requests are for \$30,000 to be allocated for each bridge yearly during FY 2025-26 through 2028-29. D Weingart indicated that the remaining balance for the replacement of the North Bear Hill Bridge in the amount of \$64,187 will be repurposed.

The February Meeting of the CIP committee is yet to be scheduled.

**Adjournment: MOTION to Adjourn at 7:39 PM was made by J Pinto and seconded by J Roman. All in favor. Motion carried.**

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