



TOWN OF NEWINGTON

131 Cedar Street Newington, Connecticut 06111

Town of Newington Capital Improvements Committee

MEETING NOTICE

Monday, January 25, 2016

6:00 P.M.

Conference Room L101, Town Hall

AGENDA

1. Call to Order
2. Roll Call
3. Public Participation
4. Minutes: January 6, 2016
5. New Business
 - Review of Proposed Projects
6. Public Participation
7. Next Meeting
8. Adjournment

CC: Town Clerk
Mayor Roy Zartarian
W. Collins, Superintendent of Schools
T. Lane, Acting Town Manager

Committee:

B. DelBuono, Town Council
M. Klett, Town Council
J. Marocchini, Town Council
N. Petronio, Board of Education
J. Shulman, Board of Education

**Town of Newington CIP Committee
Conference Room L101, Town Hall
Minutes of Wednesday, January 6, 2016 Meeting**

1. Roy Zartarian called the meeting to order at 5:40 p.m.
2. Roll Call - Members Present:
 - M. Klett, Town Council
 - B. DelBuono, Town Council
 - J. Marocchini, Town Council
 - J. Shulman, Board of Education
 - N. Petronio, Board of Education (5:42)

Others Present:

 - Mayor Roy Zartarian
 - W. Collins, Superintendent of Schools
 - A. Harter, Director of Finance
 - L. Jachimowicz, School Chief Finance & Operations Officer
 - L. Rydecki, Deputy Finance Director
3. Public Participation – Rose Lyons, 46 Elton Drive: Wanted to make sure that the Elton Drive Cul-de-sac project stays in the plan for 2016-2017.
4. Election of Chairperson – B. DelBuono nominated Maureen Klett as chairperson. Motion seconded by N. Petronio. Motion passed 5-0 on a roll call vote:
 - B. DelBuono – Yes
 - M. Klett – Yes
 - J. Marocchini – Yes
 - J. Shulman – Yes
 - N. Petronio – Yes

5. New Business - Review of Capital Improvement Policy

Copies of the Council Adopted Long Range Capital Improvement Plan FY 2015-16 through FY 2019-20 were distributed. Ann Harter gave an overview of the Capital Improvement Policy. An explanation was given on all the schedules in the CIP plan, including the components of the \$6.3 million threshold that is budgeted annually for Pay As You Go and Debt Service. R. Zartarian asked if it was time to update the Debt Capacity Study, and A. Harter agreed to look into that. An explanation was given of the State grants that offset some of the projects, and how the School Building Grants fluctuate because of the different projects and how quickly the State reimburses the Town. R. Zartarian asked if LoCIP and Town Road Aid will be decreasing and A. Harter explained that we don't really know yet. M. Klett questioned how often the Fire Apparatus are replaced and A. Harter referenced Appendix D which shows that they are usually replaced after 20 years or more. M. Klett explained to the new members that this committee makes a recommendation to the Town Council, and then they can accept it as is, or make changes if they want. Proposed projects will be presented to the committee at the next meeting.

CIP Transfers – These will be on the Town Council Agenda for the January 12 and January 26 meetings.

The first transfer request is from the Board of Education and L. Jachimowicz explained that the Newington High School Career Tech Program Renovations will be short approximately \$300,000. They are requesting that the unencumbered balance of \$300,000 in the General Property School Improvements account be transferred to the NHS Career Tech account.

The second request relates to the rupture of the Town Hall sewer line. A. Harter explained that the Town's insurance paid \$60,000 for removal of the sewage and odor, but \$35,000 had to be charged to the Town Buildings Mechanical Reserve for repair of the line. That leaves very little in this account for other emergency repairs. A balance of approximately \$20,000 is left in the Library Boiler Replacement project, which came in under budget and is complete. The Facilities Director is asking for that balance to be transferred to the Town Buildings Mechanical Reserve.

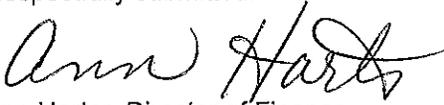
6. Public Participation – Rose Lyons, 46 Elton Drive: She gets email notification of other meetings, but didn't get one for this meeting and she didn't see it on the Town calendar until today. Would like these meetings to be on the calendar earlier. Requested that there be copies of all handouts available for the public at these meetings. Also would like to see a report on the status of current projects.

7. Next Meeting – January 25, 2016 at 6:00 P.M. Meetings were also set up for:

February 1, February 8 and February 17, 2016 and a backup date of February 22, 2016.

8. Motion to adjourn- J. Marocchini; Second- B. DelBuono- motion passed to adjourn the meeting at 6:17 p.m.

Respectfully submitted:

A handwritten signature in cursive script, appearing to read "Ann Harter".

Ann Harter, Director of Finance

Town Dept Requests 5 yr
01/25/2016

Project #	PROJECT TITLE	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	Total
1	Townwide Fiber Optic Deployment	250,000	500,000	500,000	250,000		1,500,000
2	Information Technology Reserve	164,500	409,200	378,400	334,400	457,050	1,743,550
3	Senior & Disabled Ctr Asbestos & Lead Abatement	290,000					290,000
4	Town Hall/Community Center Roof Replacement	1,172,000					1,172,000
5	General Property Improvements	175,000	150,000	150,000	150,000	150,000	775,000
6	Town Buildings Mechanical Reserve	100,000	100,000	100,000	100,000	100,000	500,000
7	Parks Garage Boiler & HVAC Replacement	70,000					70,000
8	Highway Garage HVAC Conversion to Natural Gas	215,000					215,000
9	Micro Grid Electrical Installation Analysis	25,000					25,000
10	Historic Properties Upgrades - Kelsey & Kellogg Eddy Homes	25,000	25,000				50,000
11	Town Buildings Sidewalk Replacement & Repairs	25,000	25,000				50,000
12	Senior & Disabled Ctr HVAC Replacement		125,000	125,000			250,000
13	Highway Garage Building Upgrades & Repairs		100,000	100,000			200,000
14	Highway Garage Building Addition		237,000	237,000			474,000
15	Senior & Disabled Ctr Boiler Replacements		40,000	40,000			80,000
16	Library Roof Replacement		100,000				100,000
17	Radio Replacement Reserve*	40,000	40,000	40,000	40,000	40,000	200,000
18	Radio System Enhancement	200,000					200,000
19	Fire Dept SCBA Replacement - phase II	237,500					237,500
20	Fire Dept 5" Fire Hose Replacement	30,000	30,000				60,000
21	Fire Dept Personal Protective Equipment Replacement	72,000					72,000
22	Fire co 3 Shingled Roof Replacement	40,000					40,000
23	Fire Co 2 & 3 Chimney Removal	25,000					25,000
24	Fire Co 1 Bathroom Remodel		60,000				60,000
25	Fire Co 4 Fire House Replacement (Land Acquisition)			150,000			150,000
26	Fire Co 3 Fire House Replacement (Land Acquisition)				150,000		150,000
27	Road Resurfacing - various roads (& Crack Sealing)	743,000	814,000	841,000	803,000	819,000	4,020,000
28	Road Reconstruction - various roads	143,000	79,000	59,000	77,000	72,000	430,000
29	Sidewalks	50,000	50,000	50,000	50,000	50,000	250,000
30	Drainage Improvements	100,000	100,000	100,000	100,000	100,000	500,000
31	Public Building Resurfacing Program	25,000	25,000	25,000	25,000	25,000	125,000
32	Stone Wall Repair	25,000	25,000	25,000	25,000	25,000	125,000
33	Elton Drive Terminus Construction	45,000					45,000

Town Dept Requests 5 yr
01/25/2016

Project #	PROJECT TITLE	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	Total
34	Landfill Conversion to Transfer Station (In addition to Grant)	100,000	100,000	100,000	100,000		400,000
35	Traffic Signal Replacement Reserve	25,000	25,000	25,000	25,000	25,000	125,000
36	Marcap Property Acquisition	15,638					15,638
37	Churchill Park Renovations (Environmental review)	250,000					250,000
38	Snow Removal Equipment	175,000					175,000
39	Synthetic Turf Replacement Reserve	25,000	25,000	25,000	25,000	25,000	125,000
40	Park, Pool and Playfield Improvement	100,000	100,000	100,000	100,000	100,000	500,000
41	Athletic Fields Irrigation (Newington High School)		300,000	300,000	300,000		900,000
42	Legends Field Lighting - Clem Lemire Sports Complex				250,000		250,000
43	Appr. To Public School CIP Reserve	125,000	125,000	125,000	125,000	125,000	625,000
44	Equipment Replacement Reserve	436,000	458,000	481,000	505,000	530,000	2,410,000
45	Lease Purchase & Other Payments	193,400	267,400	267,400	267,400	574,588	1,570,188
	*Revenue: Tower	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)	(200,000)
	LoCIP and TAR Grants	(600,000)	(600,000)	(600,000)	(600,000)	(600,000)	(3,000,000)
	Grand Total	5,092,038	3,794,600	3,703,800	3,161,800	2,577,638	18,329,876
	Funding Level to achieve \$6.3 million (without any new bonds)	5,108,369	5,149,419	5,513,919	5,539,769	5,568,569	26,880,045
	Over (Under) Funding Level	(16,331)	(1,354,819)	(1,810,119)	(2,377,969)	(2,990,931)	(8,550,169)

**Status of Current CIP Projects
01/21/2015**

SUMMARY OF CAPITAL PROJECTS						
Project No.	Description	Date of Approval	Ending Balance 6/30/15	Appropriation 7/1/15	Encumbrances/ Expenditures	Balance as of 1/21/16
<i>Public Building Fund Projects (3001)</i>						
88804	Town Hall Improvements	4/10/2007	125,684	500,000	38,975	586,708 **
88101	Library Expansion/Town Hall Site Plan	4/15/2010	4,890	100,000		104,890
88305	Parks Storage Barn Roof Replacement	5/8/2012	6,642			6,642
88307	JW, MK, NHS Career Tech Renovation	5/8/2012	1,020,503	1,869,500	777,643	2,112,361 **
88402	NHS Music Wing/Air Cond Auditorium	4/9/2013	108,068			108,068
88501	Fire Co. 1 Shingled Roof Replacement	4/8/2014	3,549		3,549	0
Subtotal Public Building Fund Projects (3001)			1,269,336	2,469,500	820,167	2,918,669
<i>Capital And Non-Recurring Expenditures Fund Projects (3002)</i>						
88811	Park, Pool & Playground Improvements	4/28/1987	190,782	50,000	48,224	192,558
88141	General Government Equip. Res.	4/26/1988	27,671	50,971		78,642
88142	Public Safety Equip. Res.	4/26/1988	62,987	77,645	105,619	35,013
88143	Public Works Equip. Res.	4/26/1988	132,170	211,199	215,408	127,961
88144	Parks & Grounds Equip. Res.	4/26/1988	54,434	65,185	51,145	68,474
88411	Information Technology Reserve	4/27/1993	281,721	427,700	9,513	699,908
88416	Drainage Improvement	4/27/1993	155,254	100,000	19,145	236,109
88515	Sidewalks & Stonewall Repair	4/26/1994	22,860	50,000	57,425	15,435
88517	Resurfacing Program - P&G	4/26/1994	6,631			6,631
88611	Replacement of Heating & Air Conditioning	6/25/1996	215			215
88911	Tax Revaluation Reserve	6/22/1999	14,416	116,000	89,100	41,316
88916	Traffic Signalization Reserve	6/22/1999	78,035	25,000	6,401	96,634
88819	Road Reconstruction	4/10/2007	21,300	170,000	136,599	54,701
88926	Radio Replacement Reserve	4/10/2007	29,761	40,000	15,399	54,362
88931	OCR Compliance	4/8/2008	234,817			234,817 **
88031	Computer Assisted Dispatch	4/14/2009	455			455
88032	Landfill Conversion to Transfer Station	4/14/2009	65,975	50,000	8,500	107,475
88035	School Concrete Sidewalk Replacement	4/14/2009	14,306			14,306
88039	Lease Pmts Recycling Containers	4/15/2010	1,885			1,885
88111	General Property Improvements	4/15/2010	20,928	140,000	155,549	5,380
88114	Public Building Resurfacing	4/15/2010	212,732	15,000	6,420	221,312
88115	Market Square Development	4/15/2010	29,738			29,738
88326	Clem Lemire Drainage & Paving	5/8/2012	30			30
88327	Mill Park Playground Surface Repl.	5/8/2012	80,000		4,500	75,500
88328	High School Tennis Courts	5/8/2012	10,734			10,734
88329	National Welding Engineering Services	5/8/2012	307,291		550	306,741
88422	Town Buildings Mechanical Reserve	4/9/2013	3,885	50,000	52,816	1,069
88426	Library Automated Collection Management System	4/9/2013	23,740		6,493	17,247
88427	Mill Pond Park Renovation Study	4/9/2013	32,552			32,552
** Building Committee exists						

**Status of Current CIP Projects
01/21/2015**

SUMMARY OF CAPITAL PROJECTS						
Project No.	Description	Date of Approval	Ending Balance 6/30/15	Appropriation 7/1/15	Encumbrances/ Expenditures	Balance as of 1/21/16
88521	Town Hall Emergency Generator	4/8/2014	26,044			26,044
88522	Fire Co. 1 Heating System Replacement	4/8/2014	18,080		17,960	120
88523	NVA Sidewalk/Drainage/Site Improv.	4/8/2014	38,000		17,406	20,594
88524	Garfield St Realign/TH Site Improv.	4/8/2014	650,000	(650,000)		0
88525	Snow Thrower Attachment for Loader	4/8/2014	1,889			1,889
88526	Recreation Software	4/8/2014	75,000		28,875	46,125
88527	Synthetic Turf Replacement Reserve	4/8/2014	25,000	25,000		50,000
88617	Library Boiler Replacement	4/21/2015		60,000	39,481	20,519
88618	Fire Dept SCBA Replacement	4/21/2015		237,500		237,500
88619	Fire Co. 1 Breathing Air System Replacement	4/21/2015		65,000		65,000
88620	Fire Co. 2 Breathing Air System Replacement	4/21/2015		65,000		65,000
88621	Fire Co 2/3 Replacement Emergency Generator	4/21/2015		45,000	28,955	16,045
88622	Fire Co 2/3 Heating Systm Replacement	4/21/2015		47,000		47,000
88623	Mill Pond Playscape Replacemnt	4/21/2015		100,000		100,000
88624	General Prop School Improvements	4/21/2015		300,000		300,000
88625	School Bus	4/21/2015		100,000		100,000
88626	School Technology	4/21/2015		188,828	188,618	210
88627	Resurface School Parkng Lots	4/21/2015		50,000		50,000
Subtotal Capital And Non-Recurring Expenditures Fund			2,951,319	2,272,028	1,310,101	3,913,246
<i>Public School Capital Improvement Projects Reserve Fund (3003)</i>						
88957	Painting	4/14/1998	58,081	25,000		83,081
88959	Carpet Replacement	4/13/1999	76,391	25,000		101,391
88452	Districtwide Security and Safety	4/9/2003	64,479	25,000		89,479
88453	Districtwide Furniture Replacement	4/9/2003	10,000	25,000		35,000
88555	Technology	2/8/2005	63,175	50,000		113,175
88651	System-wide Air Conditioning Installation	4/12/2005	10,000	25,000		35,000
88851	Athletic Improvements	4/10/2007	15,000	50,000		65,000
88355	Districtwide Bathroom Renovations	5/8/2012	10,000	25,000		35,000
88356	Districtwide Playground Renovations	5/8/2012	10,000			10,000
88556	J.Wallace PCB Remediation	4/8/2015	114,998		114,998	0
88550	Career Tech/STEM Facility Modifications	4/21/2015		75,000		75,000
Subtotal Public School Capital Improvement Projects			432,123	325,000	114,998	642,126
Total			4,652,779	5,066,528	2,245,266	7,474,041