

Capital Advisory Committee
Regular Meeting Minutes
March 6, 2014

The meeting of the Capital Advisory Committee was called to order at 7:30 pm by Chair Brad Wolfe. Present were Committee members Mary Ellen Brown, Tim Butler, Rick Granger, and Dave Lawton. Also present were First Selectman Jim Hayden and Superintendent of Schools Dr. Christine Mahoney.

Acceptance of Minutes

Mary Ellen Brown moved the minutes of the February 6, 2014 meeting be approved as recorded. Seconded by Rick Granger and approved, three votes aye (Brown, Granger, Wolfe) and two abstentions (Butler, Lawton).

Subcommittee Review and Discussion

- Buildings: The previous efforts of the Buildings subcommittee were discussed. It was noted that Allgrove School future needed improvements should be added to the report, including the need for a new storefront, windows in the BOE area and flooring. The subcommittee plans to meet with Dave Wing to complete cost estimates in current dollars as guidance to the BOF.
- The Fire Department has provided a forecast of building and equipment upgrades and maintenance. It was determined that the dollar values would be footnoted to reflect they represent current costs, not adjusted. The building improvements are likely to be performed as standalone projects, not part of a planned maintenance program.
- Vehicles & Equipment: Tim Butler reported on the equipment and vehicles owned by the Town and delivered a spreadsheet showing replacements out to 2040. It was determined that the dollar values would be footnoted to reflect this is present value, not adjusted.
- Parks: The Park and Rec report was reviewed. Items to be discussed in the final report will include the painting of the barn at EG Farms and parking lot maintenance at Cowles park. Granbrook Park has few facilities to be maintained

Discussion of Draft Report

The format of the final report was discussed. It will include a narrative of each subcommittee's findings, a spreadsheet of costs likely to be incurred and then a summary spreadsheet showing total annual anticipated costs. With respect to roads, the condition is based on 2008 data, which will be updated or footnoted.

Other Business

None

Adjourn

Dave Lawton moved the meeting be adjourned. Seconded by Rick Granger and approved unanimously. The meeting was adjourned at 8:15 pm.

The next Committee meeting will be held April 3, 2014 in the Town Hall Hearing Room.

Respectfully Submitted,
R. Bradley Wolfe, Acting Committee Clerk