

TOWN OF COLEBROOK

CAPITAL IMPROVEMENT PROGRAM COMMITTEE

MINUTES

Friday, 2 January 2020

LAND USE OFFICE
TOWN HALL, FLOOR 1

Special Meeting

Board Members

Present:

Thomas McKeon, First Selectman
Christopher Johnstone, Public at Large
Ed Lord, Planning and Zoning
Jim Millar, Board of Finance
Ralph Hazen, Fire Department
Amy Gardner, Board of Education

Absent:

None

Others - Present:

Bill Jasmin, DPW
Sherri Gray

1. **Meeting:** Called to order at 10:00AM.
2. Minutes:
 - A. On a motion by Ralph Hazen to accept the minutes of the 8 March 2019, CIP Meeting, seconded by Ed Lord, minutes were approved with one abstention by Jim Millar, voting yes were Tom McKeon, Chris Johnstone, Ed Lord, Ralph Hazen, Amy Gardner, motion passed.
 - B. On a motion by Ralph Hazen to accept the minutes of the 15 May 2019, CIP Meeting, seconded by Ed Lord, minutes were approved with the following amendments; change "Present Board Members" to show that Jim Millar was absent. Change paragraph 2. To read "seconded by Chris Johnstone". Motion passed, with one abstention by Jim Millar, voting yes were Tom McKeon, Chris Johnstone, Ed Lord, Ralph Hazen, Amy Gardener
3. A. Current Projects:
 1. Pinney Street Bridge – GM2 is in the process of completing the final design with construction to begin next summer pending release of funds from the State of Connecticut Bond Commission. Total cost for project is \$750K, 50/50 cost share for the town.
 2. Creamery Road Bridge – GM2 has submitted a proposal to CME Associates for review. CME is conducting a review of the project plans for a renovation of the bridge deck and guard rail system. Cost share is 20/80, the town's share is 20%.
 3. Sandy Brook Road Bridge – GM2 has submitted a cost analysis for this project to CME Associates for review. This project is for a total replacement of the bridge and wing walls. Cost share is 20/80, town's share is 20%.

Note: Amy Gardner arrived at 10:15AM.

B. Department of Public Works:

1. The following items and associated expenses were not included on the 2019/2020 Capital Plan and required repair or replacement:

> Lawnmower, \$7,815.49

> Plow, \$9,200.

> Rock Hall Road – Culvert pipe, total cost will be \$21K.

A motion to approve expenses for the Lawnmower, Plow and Rock Hall Road culvert pipe was made by Jim Millar, seconded by Ralph Hazen, motion passed by unanimous vote.

2. New Truck – Bill Jasmin discussed the need to replace the Dodge Pickup truck and requested replacing it with a Chevrolet Silverado 3500 Work Truck. He presented an estimate from Northwest Hills Automotive in the amount of \$35,022.64 for the truck.

3. Discussion – The committee members discussed and will add the following items to the 2020/2021 CIP Budget, New Truck for DPW, Sandy Brook and Creamery Road Bridge projects.

4. Town Garage – Tom Mckeon discussed the need to plan for future replacement of the town garage. He discussed the possibility of purchasing additional land for a new garage from either George Gray or property across the road from the existing town garage. Tom also stated that \$500K STEAP grants are available for projects this year. Applications must be submitted before the end of January. Further discussion included the need to develop a plan for replacement.

4. Review/Revise CIP Ordinance: Tom McKeon and Jim Millar discussed forming a sub-committee to rewrite the current ordinance. Sub-committee members are Tom McKeon, Jim Millar and Amy Gardner.

5. 2020 CIP Meeting Schedule: Chris Johnstone will revise the 2020 calendar for Fiscal year 2020/2021.

6. Other Business: Smith Hill Playground – The playground and current condition of equipment and funding issues were discussed by committee members and Sherri Gray. Sherri recommended an annual inspection for the playground and equipment, stating that it would be best if the inspection was conducted by a playground systems inspector. Sherri also stated that the slide is broken and must be replaced. Estimated cost for a new slide is \$1,100. She also stated that the mulch needs to be renewed and estimated the cost to be approximately \$2,000. Tom McKeon explained that since this playground was funded through a STEAP grant that it is a public playground. Tom explained that since this is a public playground the expenses should be paid through the Recreation Board line item.

Note: Sherri Gray arrived at 11:00AM.

7. Meeting adjourned at 11:15AM on a motion by Tom McKeon, seconded by Ed Lord. Motion Passed, unanimous.

Respectfully Submitted,

Christopher L Johnstone
Chairman