

**TOWN OF COLEBROOK
CAPITAL IMPROVEMENT PROGRAM COMMITTEE**

MINUTES

Thursday 21 July 2022

Special Meeting

Members:

Present: Chris Johnstone – First Selectman
Jim Millar – Board of Finance
Ben Bartlett – Fire Department
Andy Bakulski – Board of Education

Absent: None

Others: None

Vacancy:

Public at Large
Planning and Zoning

1. The meeting was called to order at 2:05PM by Chairman Johnstone.
2. On a motion by Ben Bartlett to approve the minutes of the 10 February, 2022 meeting, seconded by Jim Millar, the minutes were approved. Three yes votes, one abstention (Andy Bakulski).

3. Review:

A. Vehicle Asset Schedules – The vehicle asset schedule was reviewed, Ben Bartlett noted that several of the assets listed for the fire Department need to be removed from the listing. He will update the list and Chris Johnstone will work with the Department of Public Works to make any necessary corrections on their part of the listing.

B. Status of current projects/year end closeouts – the following projects were closed:

Board of Education:

Smart Boards
CCS Floor repairs
Paint Entry and Façade
Exterior Lighting
Fencing
Interior Access

Fire Department:

Gear Replacement

Highway Department

Chipper Replacement
Road repairs

Selectman

Town Hall Furnace

Jim Millar will update the Town of Colebrook 2021-22 Capital Improvement Plan to reflect the closed projects and the new balance of available funds.

C. Future Projects:

Selectman:

Bridge Projects: Jim Millar and Chris Johnstone discussed the Creamery Road and Sandy Brook Road bridge projects and reviewed the costs for these two projects. Jim Millar recommended that the Board of Selectman request a supplemental appropriation from the Board of Finance to cover the town's share of the cost for these two projects.

"Jim Millar moved that "the Board of Selectman request a supplemental appropriation of \$849,770 representing the town's remaining share of repairs to the Creamery Road and Sandy Brook bridges. The total cost of repairs is estimated at \$5.1 million, 80% of which will be reimbursed by the Federal Government. Repairs should be completed by the end of fiscal year 2023-24." Motion seconded by Chris Johnstone. There being no further discussion a vote was taken. Motion passed, Unanimous, 4 yes votes. Chris Johnstone will add this request for the supplemental appropriation to the agenda of the next Board of Selectman meeting.

Jim Millar also suggested establishing a "Line of Credit" (LOC) in the amount of \$500K at Iron Bank in the event of reimbursement delays and /or contingencies. Jim explained that it does not cost anything to establish the LOC unless we use it.

Chris Johnstone recommended to the committee members that they should consider adding funds to plan for replacement of the Senior Center bus. Will be discussed in depth at the next CIP meeting.

Chris Johnstone will develop new CIP meeting calendar for FY 23/24.

Board of Education:

Andy Bakulski discussed the projects that the Board of Education is considering for the Colebrook Consolidate School. In summary the projects include a new HVAC system, Air handling system and a water mitigation project to resolve the water intrusion problem affecting the boiler room. Andy explained that grant money will be available from the State of Connecticut and Eversource which will defray some of the cost of these projects. The actual cost of the projects and the level of funding from the grants is unknown at this time.

Fire Department:

Ben Bartlett discussed the future needs of the Fire House. Please see the attached document.

4. The 11 August 2022 CIP meeting is cancelled.
5. Next meeting date is to be determined.
6. Motion to adjourn by Jim Millar, seconded by Andy Bakulski, meeting adjourned at 3:20.

Respectfully Submitted,



Christopher L. Johnstone
Chairman

Attachments

- 1) Colebrook Volunteer Fire Department
- 2) 2021/22 CIP Closeout Report

Colebrook Volunteer Fire Department

1-4 Year Plan

1. Colebrook Center Fire House roof needs to be reshingle and new gutters installed. Roof is 30 years old. Shingles are curling.
2. Colebrook Center Fire House - Drain under tanker is caving in. Needs to be repaired or filled in by Town Crew or vendor.
- 3 Forge Fire Engine replacement for FY 2023. Truck will be 30 years old.
4. Colebrook Center FY 2024 Boiler replacement from oil to propane.
5. Hi-band radio replacement for fire apparatus and portable units, as the State is starting to switch over to the Hi-band. FY 2024
6. Forge Fire replace generator FY 2025. Old Detroit generator that has issues and the Fire House is used as an emergency shelter should be updated.
7. Apron (asphalt) at Forge Fire house to protect the concrete from cracking on entry & exit of the Fire house with the Fire trucks

8. Gear /Equipment replacement as was in past \$12K per year

9. First Responders Equipment, gear & supplies such as AED battery replacements and other vital equipment. \$5K per year

**Town of Colebrook
2021-22 Capital Improvement Plan
Closeout Report**

Report Date: July 21, 2022

Project Name	Balance Forward	2021-22 CIP	Grants Received	Project Expenditures	Closing Balance
Smart Boards	2,261	15,000	-	11,509	5,752
CCS floor repairs	60,000	-	-	51,408	8,592
Paint entry & façade	-	24,000	-	7,570	16,430
Exterior lighting	-	3,000	-	3,000	-
Fencing	-	4,000	-	3,700	300
Interior attic access	3,000	-	-	-	3,000
Gear replacement	-	12,000	-	9,855	2,145
Chipper replacement	-	35,000	-	33,469	1,531
Road repairs	-	90,000	-	90,000	-
Town Hall furnace	1,001	-	-	-	1,001
Net Closeouts	66,262	183,000	-	210,511	38,752