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CAPITAL PROJECTS COMMITTEE
(SUBCOMMITTEE OF THE SOUTH WINDSOR TOWN COUNCIL)

MINUTES
MADDEN ROOM

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TOWN HALL

REGULAR MEETING
July 20, 2022

1. Call Meeting to Order

Mayor Pendleton called the meeting to order at 4:36 pm.

2. Roll Call

Members Present

Chris Chemerka, Director of Finance and Operations, Board of Education
Darrell Crowley, Director of Facility Services, Board of Education
Andrew Paterna, Town Council
Liz Pendleton, Mayor, Town Council
Scott Roberts, Assistant Town Manager/CIO/EM (Town Manager's Designee)
Craig Zimmerman, Board of Education

Members Absent

Michael Maniscalco, Town Manager
Arthur Adduci, Board of Education
Marek Kozikowski, Town Council
Jessica Waterhouse, Board of Education
Clay Major, Director of Facilities

Guests Present

Walter Summers, Fire Marshal
Jeffrey Doolittle, Engineer
John Caldwell, Superintendent of Parks
Molly Keays, Director of Parks & Recreation

3. Approval of Minutes for Previous Meeting

The minutes from May 18, 2022 will be discussed at the next meeting.

4. Discussion Items

A. Project Status and Close out of 20/21 Projects

Scott Roberts reviewed the list of outstanding projects including:

- High School Masonry Replacement Band: project is almost complete with a remaining balance of \$752,000.
- Fire Alarm Upgrades: 3 projects with balances as follows: \$48,000, \$54,000, and \$0.
- Pool Redesign has a balance of \$12,050 with anticipated completion date in September 2022 as some portions of concrete are to be repaired.
- Tennis Court Reconstruction has a balance of \$34,420 and has possibility of being closed in September after review of remaining bills.
- Assessor Camera Revaluation has a remaining balance of \$28,394. It is anticipated that this balance will be used at the completion of the revaluation in June next year.
- Voiceover IP has a remaining balance of \$4,600 and awaiting an update from Clay Major
- Primitive Security has a zero balance and has been completed
- Security Upgrades has a balance of \$1,177 and awaiting an update from Clay Major
- ADA Transition Plan is awaiting an update from Clay Major

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- Communications Upgrade has a balance of \$156,814 but more likely will be \$112,345.55 after purchase orders have been processed. Walter Summers to provide an update on the tower. It is expected for all the funds to be used within the following fiscal year.
- Generator has \$720 for a remaining balance, which is owed at the closeout of the project in September.
- Elevator Replacement for the Town Hall has a remaining balance of \$33,214
- Security Door Upgrades had an original balance of \$379,316 and awaiting an update from Clay Major
- Traffic Signal Upgrades has \$256,000 for remaining balance which is expected to be used for fiberoptics

B. Project Status and Close out of 21/22 Projects

Scott Roberts reviewed the list of outstanding projects including:

- Wapping School Roof Replacement has a remaining balance of \$100,259.79 with retainages and other items due to be paid out. Project is substantially complete and next step is for State reimbursement. There was a discussion how closeout at the State level has been a slow moving process due to staff changes.
- Rye Street Pickle Ball and Deck Hockey has a remaining balance of \$332.99 and is in final stages of being completed.
- Podunk Bridge (Design) has a remaining balance of \$77,551.96
- Park and Recreation Building Space Study has a remaining balance of around \$95,000
- Annex Retaining Wall projects is almost complete, as the fence has just been installed. Awaiting a report from Clay Major.
- Library Carpet Replacement has a remaining closeout balance of \$2,975.21
- Firehouse 1&2 HVAC Boilers has a remaining balance of \$28,974.31 and after purchase orders have been processed, the balance is expected to be around \$12,643.75. Mr. Summers reported an expected annual cost savings of \$5,600 due to the use of the new equipment.

5. New Business

Chris Chemerka discussed the Board of Education's proposal to use remaining funds from the closeout of a project to fund two portable classrooms at Phillip R Smith Elementary School to accommodate growing enrollment over the years. Ms. Chemerka discussed the options of leasing over a nine year period versus purchasing over twenty years.

6. Old Business

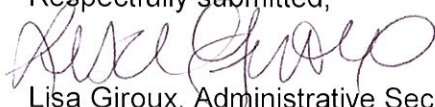
None

7. Adjournment

Darrell Crowley made a motion to adjourn the meeting, and Chris Chemerka seconded the motion. The meeting was adjourned at 5:17 pm.

Next Meeting: September 21, 2022

Respectfully submitted,



Lisa Giroux, Administrative Secretary