

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

**MINUTES
Madden Room**

**PAGE 1
TOWN HALL**

**REGULAR MEETING
January 24, 2024**

1. Call Meeting to Order

Deputy Mayor Siracusa called the meeting to order at 4:30 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
Kenna Kimber, Board of Education
Toby Lewis, Town Council
Paul Macchi, Board of Education
Clay Major, Director of Facilities
Liz Pendleton, Town Council
Scott Roberts, Assistant Town Manager/CIO/EM (Town Manager's Designee)
Matthew Siracusa, Deputy Mayor, Town Council
Craig Zimmerman, Board of Education

Members Absent

None

Guests Present

John Caldwell, Superintendent of Parks
Kevin Cooney, Fire Chief
Audrey Delnicki, Mayor, Town Council
Jeffrey Doolittle, Asst Director of Public Works/Town Engineer
Molly Keays, Director of Parks and Recreation
Walter Summers, Fire Marshal

3. New Business

Discussion of FY 24/25 Capital Projects List

Liz Pendleton asked Fire Chief Kevin Cooney a question concerning the \$80,000 for security enhancements and asked if it was on the CIP list previously. Scott Roberts explained that there was a line item for the fill station, but it is further years out than this project. Liz also asked the Chief if there was a plan for replacing the packs by purchasing certain pieces to go with them. Chief Cooney explained that they have been working on that to try to figure it out because they are all on five-year increments. For the first five years you can't do anything and since these were bought in 2018 or 2019 to see if they can extend the life so they aren't replacing them all at once.

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

**MINUTES
Madden Room**

**PAGE 2
TOWN HALL**

**REGULAR MEETING
January 24, 2024**

Darrell Crowley made a motion that the Capital Projects Committee move forward to the Town Council the entire CIP Project list totaling \$5,370,779.00 (**Attached as Exhibit A**) to be considered and approved by the Town Council. Liz Pendleton seconded the motion.

Discussion: Toby Lewis said he was under the impression that there was only 3.5 million to work with. Matt Siracusa said that this is going to the Town Council for approval. The amount is not being approved by the Committee but being sent to the Town Council for consideration and approval. Scott Roberts explained that the minimum request is a 1% increase plus some new revenue but because we do not have the new revenue number, it is being estimated at approximately 33,000 bringing it to 3.333 million that the Capital Projects budget would increase by. Once the CIP budget has been set by the Council, the Committee can decide which projects to fund.

MOTION CARRIES.

4. Adjournment

Toby Lewis made a motion to adjourn the meeting. Liz Pendleton seconded the motion. **MOTION CARRIES.** The meeting was adjourned at 4:36pm.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Katherine Sennerth", written over a horizontal line.

Katherine Sennerth
Executive Assistant

Exhibit A

Department	Priority Ranking	Request Title	Request Type	FY2025	Total	Date Submitted
Assessor		Revaluation (CAMA)	Other Improvements	\$50,000.00	\$50,000.00	09/25/2023
Total Assessor				\$50,000.00	\$50,000.00	
Board Of Education						
	Darrell Crowley 3/3	Ellsworth Gym Roof Replacement	Building and Facilities	\$100,000.00	\$100,000.00	12/06/2023
	Darrell Crowley 2/3	South Windsor High School Library Roof Replacement	Building and Facilities	\$876,300.00	\$876,300.00	12/06/2023
	Darrell Crowley 1/3	South Windsor High School Chiller Tower	Other Improvements	\$200,000.00	\$200,000.00	09/25/2023
Total Board Of Education				\$1,176,300.00	\$1,176,300.00	
Building Maintenance						
	Clay Major 3/3	Heat Pump Replacements Town Garage	Building and Facilities	\$170,029.00	\$170,029.00	12/19/2023
	Clay Major 2/3	Door and Security Upgrades	Building and Facilities	\$302,450.00	\$302,450.00	09/24/2023
	Clay Major 1/3	ADA Upgrades - Town Buildings	Building and Facilities	\$1,250,000.00	\$1,250,000.00	09/24/2023
Total Building Maintenance				\$1,722,479.00	\$1,722,479.00	
Fire Marshal						
Total Fire Marshal	Walter Summers 1/3	Emergency Communication System Upgrades - Town Systems	Other Improvements	\$492,000.00	\$492,000.00	09/25/2023
Information Technology						
	Thad Dymkowski 1/3	South Windsor GIS	Computer Software	\$100,000.00	\$100,000.00	09/26/2023
	Scott Roberts 1/3	Fiber Equipment - Fire Department	Computers and Related Equipment	\$70,000.00	\$70,000.00	09/22/2023
Total Information Technology				\$170,000.00	\$170,000.00	
Parks & Recreation						
	Molly Keays 2/3	John J Mitchell Fairgrounds	Other Improvements	\$450,000.00	\$450,000.00	11/29/2023
	Molly Keays 1/3	VMP - Outdoor Pool Covers	Other Improvements	\$180,000.00	\$180,000.00	09/25/2023
Total Parks & Recreation				\$630,000.00	\$630,000.00	
Public Works						
	Vincent Stetson 1/3	Pavement Management of Town Parking Lots	Building and Facilities	\$900,000.00	\$900,000.00	12/06/2023
	Vincent Stetson 2/3	Culvert Replacement Program	Roadways	\$150,000.00	\$150,000.00	12/05/2023
Total Public Works				\$1,050,000.00	\$1,050,000.00	
Sw Volunteer Fire Department						
	Walter Summers 2/3	Firehouse Security Enhancements	Building and Facilities	\$80,000.00	\$80,000.00	11/21/2023
Total Sw Volunteer Fire Department				\$80,000.00	\$80,000.00	
Total Departments				\$5,370,779.00	\$5,370,779.00	

