

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

MINUTES
Madden Room

PAGE 1
TOWN HALL

REGULAR MEETING
March 27, 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
Clay Major, Director of Facilities
Scott Roberts, Assistant Town Manager/CIO/EM (Town Manager's Designee)
Matthew Siracusa, Deputy Mayor, Town Council
Craig Zimmerman, Board of Education

Members Absent

Toby Lewis, Town Council
Paul Macchi, Board of Education
Michael Maniscalco, Town Manager
Liz Pendleton, Town Council

Guests Present

John Caldwell, Superintendent of Parks
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. Approval of Minutes for Previous Meetings

A. Approval of January 17, 2024 Meeting Minutes

Chris Chemerka made a motion to approve the minutes of the January 17, 2024 meeting.

Darrell Crowley stated that the main building is a slate roof. Remove sentence under BOE projects and clarify that the gym roof is an asphalt roof that was done over 20 years ago.

Clay Major seconded the motion. **MOTION CARRIES**

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

MINUTES
Madden Room

PAGE 2
TOWN HALL

REGULAR MEETING
March 27, 2024

B. Approval of January 24, 2024 Special Meeting Minutes

Kenna Kimber made a motion to approve the minutes of the January 24, 2024 meeting. Darrell Crowley seconded the motion. **MOTION CARRIES**

4. Discussion Items

A. Establish Fiscal Year 24/25 Project List and Budget Items

Scott stated that the CIP committee will present to the Town Council on April 1st. CIP budget of \$5.375 million submitted to the Town Manager. Once budget is passed, a meeting will need to take place to decide what projects will be done based upon the Council approved budget. Scott said hat this discussion should take place under Item 4. B. Kenna Kimber made a **motion to remove Item 4. A. from the agenda**. Darrell Crowley **seconded** the motion. **MOTION CARRIES**.

B. Review CIP PowerPoint Presentation for Town Council

Scott Roberts presented the CIP budget presentation to the committee. (*See attached Exhibit A*)

5. New Business

None

6. Old Business

None

7. Adjournment

Kenna Kimber made a motion to adjourn the meeting. Clay Major seconded the motion. **MOTION CARRIES**. The meeting was adjourned at 5:27pm.

Respectfully submitted,



Katherine Senerth
Executive Assistant

FY24/25 Capital Projects Requests

Trends and Needs for Today and Tomorrow

Committee Members

Chris Chemerka
Darrell Crowley
Kenna Kimber
Toby Lewis
Paul Macchi
Clay Major
Michael Maniscalco
Liz Pendleton
Scott Roberts
Matthew Siracusa
Craig Zimmerman



CIP Executive Summary

▶ **Definition:** A Capital Project is a physical public betterment of improvement involving facilities, land, or equipment, with a substantial useful life and a cost of \$100,000 or more.

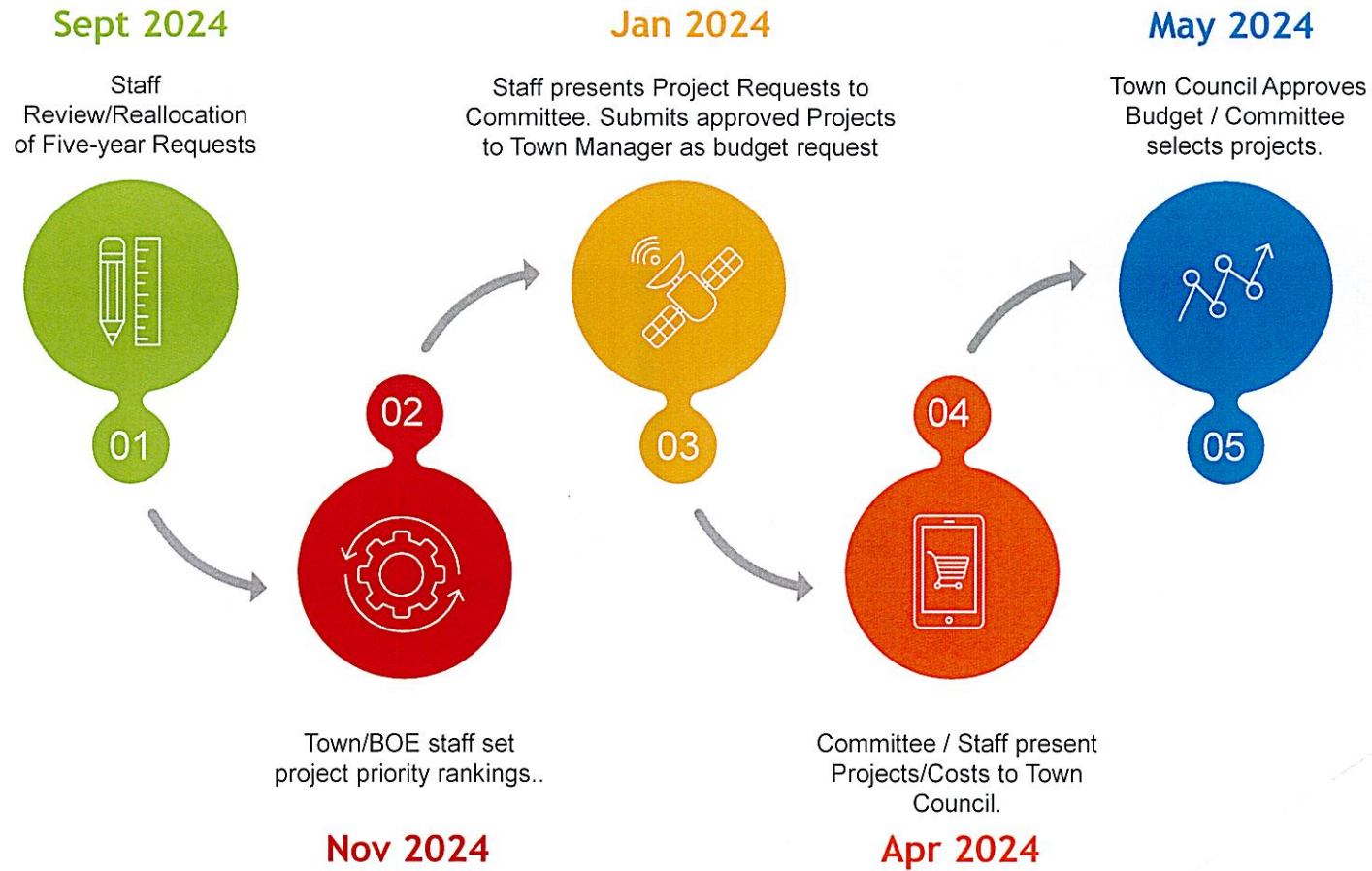
- ▶ Items classified as capital projects include:
- ▶ New public buildings (including equipment needed to furnish such buildings);
 - ▶ Significant alterations, additions or improvements to existing public buildings;
 - ▶ Land improvements, acquisition, and development;
 - ▶ Equipment replacement and/or refurbishing;
 - ▶ Street reconstruction and major resurfacing;
 - ▶ Pedestrian walkway construction and major rehabilitation;
 - ▶ Sewer main construction and rehabilitation; and
 - ▶ Sanitary sewer and storm drain construction and rehabilitation;
 - ▶ Long-range planning studies.

https://www.southwindsor-ct.gov/sites/g/files/vyhlf3831/f/uploads/budget_final_2021-2022_for_website_printing.pdf

Capital Improvement Program - 2021/2022 Budget Page 226-228



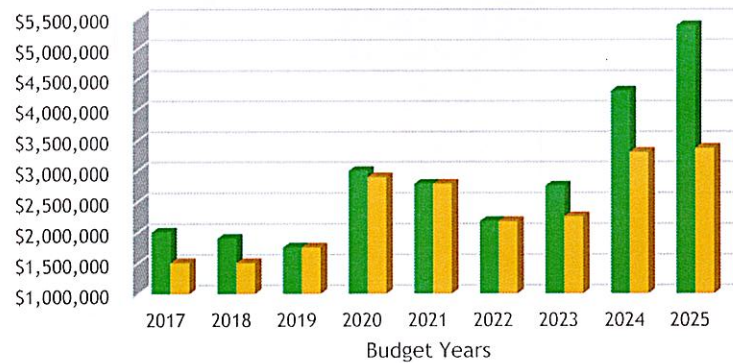
Capital Projects Timeline Roadmap



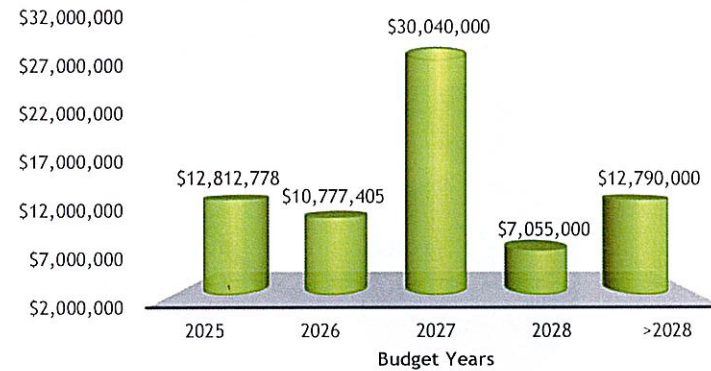
Look Back / Look Ahead



CIP Requests vs. Approvals



CIP Requests



Requested \$26,025,497

Approved \$21,516,439

Shortfall \$4,509,058

Projected Average Request Next Five Years \$15,171,295

Average Funding \$2,390,715

Source - Town of South Windsor Finance Department

Source - Town of South Windsor Five Year CIP Project Listing

Capital Projects Requests *General Government*

What is a Revaluation? Why do we do it?

- ▶ A Town wide Revaluation is the process of conducting the Data Collection and Market Analysis necessary to equalize the values of all properties, both taxable and exempt, within a municipality for the purpose of a fair distribution of the tax burden.
- ▶ The five-year cycle of revaluation allows all property owners to have a current value of property based on local market data via a mass appraisal methodology
- ▶ Though a Revaluation may result in an increase or decrease of individual property assessments, it does not mean that all property taxes will increase. Assessments are only the base that is used to determine the Tax Burden.
- ▶ CIP FY 24/25 Request \$50,000 (Total Project Est. 250,000)



Capital Projects Requests *Board of Education*

South Windsor High School - Cooling Tower (AC)

- ▶ Replace 34 year old cold water supply glycol fill cooling tower and pumps.
- ▶ The SWHS cooling tower is past the normal 20-year life expectancy.
- ▶ Phase II of two-year funding.
- ▶ CIP Request: \$200,000



Capital Projects Requests *Board of Education*

South Windsor High School - Library Roof

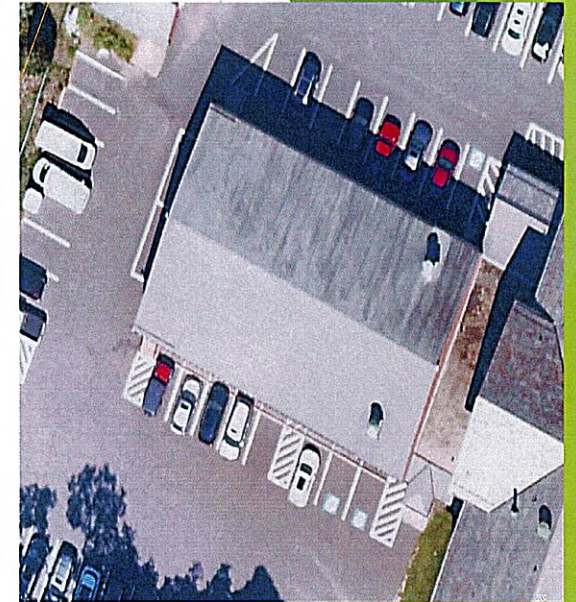
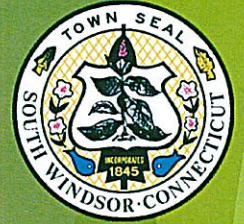
- ▶ Replace roof with a Modified Bitumen roofing system covering approximately 8,000 square feet.
- ▶ This roof is the final section to be completed in the multi-year project. The current section of roof was installed in 1991 and past its life expectancy.
- ▶ 30-year warranted roof system, tying in with recently completed portions of school roof.
- ▶ CIP Request: \$876,300



Capital Projects Requests *Board of Education*

Ellsworth School - Gymnasium Roof Replacement

- ▶ Replace roof with asphalt shingle system.
- ▶ Current roof is beyond life expectancy.
- ▶ Estimated useful life of new roof is 20 years.
- ▶ CIP Request: \$100,000



Capital Projects Requests

Public Buildings

ADA Code Compliance Upgrades Town Buildings-Construction Phase

- ▶ An ADA Self-Evaluation and Transition Plan Study was completed in 2022, it Identified over five-million dollars worth of accessibility deficiencies in and around our Public Buildings
- ▶ The deficiencies include but are not limited to; walkways, entryways, interior office spaces, bathrooms, signage, handrails, and hardware.
- ▶ The funds would be used for engineering, constructions, and renovation projects both inside and outside Public Buildings. (ex. Accessible routes to the front and rear entrances at VMP, Rye St Park Building, ADA Upgrades for bathrooms, service windows and much more.
- ▶ Reduces liability associated with federal fines associated with non-compliance
- ▶ Useful Life 20+ years
- ▶ CIP Request \$1,250,000

* Current Study Estimates 3.3 million dollars required to meet 2010 ADA Standards



Capital Projects Requests

Public Buildings

Public Buildings Security/Doors Upgrades

- ▶ Installation of Card Access Equipment, Surveillance Cameras, Emergency Lockdown Equipment, Hardware and Software.
- ▶ Provides Town Hall and the Library the ability to lockdown all interior and exterior doors, provides mass notification to staff, stakeholders and residents during an actual active shooter event.
- ▶ Useful life 20 years
- ▶ Project Cost \$302,450

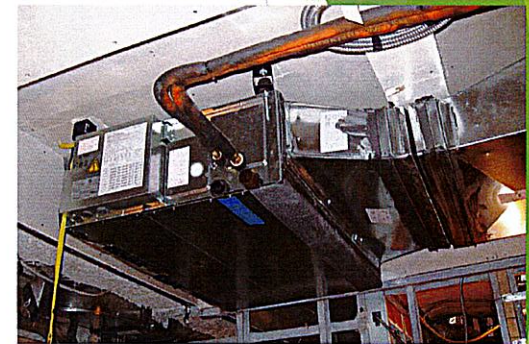


Capital Projects Requests

Public Buildings

Heat Pump Replacements Town Garage

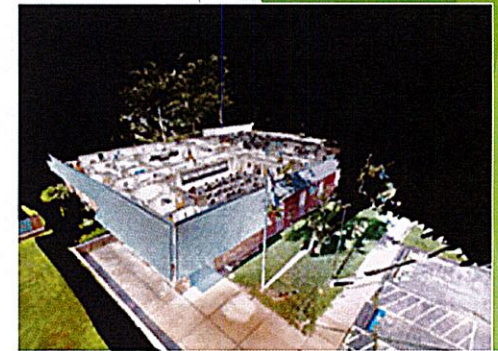
- ▶ Removes and replaces nine heat pumps that provide heating and cooling to all offices at the Town Garage
- ▶ Units are beyond their useful life expectancy
- ▶ New heat pumps are about 40% more energy efficient
- ▶ Useful life expectancy of these units is 15-20 years
- ▶ Project Cost \$170,029



Capital Projects Requests *General Government*

GIS

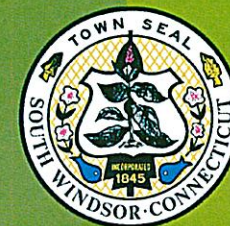
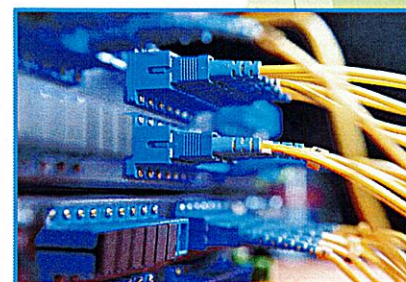
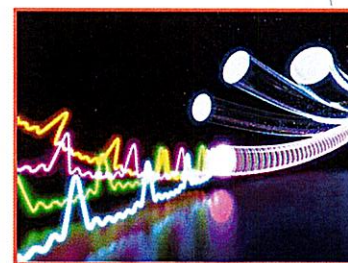
- ▶ Initiated in 2003
 - ▶ Critical tool for all departments
 - ▶ Valuable asset for taxpayers
- ▶ Investing in GIS data creation
 - ▶ Accurate and effective evidence-based decision making
 - ▶ Enhanced emergency response capabilities for safety and security
 - ▶ Improved citizen engagement and communication
- ▶ Increased efficiency and cost savings
 - ▶ Automating repetitive tasks, reducing errors, and improving communication and collaboration
- ▶ Proposed projects: Indoors Facilities Mapping
- ▶ CIP Request \$100,000



Capital Projects Requests

Information Technology

- ▶ Fiber Communication Network
 - ▶ Fire Company #2
 - ▶ Radio Communication
 - ▶ Network and Internet Access
 - ▶ Useful Life 20 years
 - ▶ Project Cost \$70,000

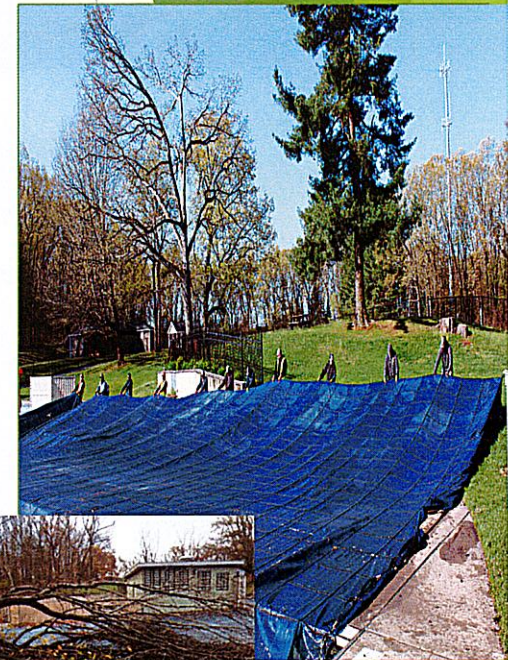


Capital Projects Requests

Parks and Recreation

VMP-Outdoor Pool Covers

- ▶ Installed in 2002
- ▶ Outlived their ten-year life expectancy.
- ▶ Ineffective (large tears / most of the anchor points have failed)
- ▶ Reasons to replace the pool cover:
 - ▶ Safety: Due to our pool not having the ability to be drained, we cover it off season to prevent people and animals from falling into the pool and potentially drowning or becoming injured.
 - ▶ Maintenance: A proper cover is necessary to keep leaf debris, sticks and algae from gathering in the bottom of the pool.
- ▶ We are looking to purchase a mighty mesh fabric cover that is designed with tighter mesh to control algae growth and comes in two pieces rather than one large piece (110x250ft).
- ▶ \$180,000



Capital Projects Requests

Parks and Recreation

John J. Mitchell Fairgrounds

- ▶ The Fairgrounds, situated on Brookfield Street and spanning 82 acres of open space, serves as an ideal location for parking, sizable gatherings, and potential future amenities. Throughout the years, numerous major events have taken place here, prompting a desire to improve and transform the area into a secure venue for the town's events.
- ▶ Given the limitations of our parks and pavilions, originally designed for smaller occasions, it's essential to establish a dedicated fairground space equipped with water, sewer, electricity, and a pavilion.
- ▶ This centralized location would efficiently manage traffic, parking, and crowd control, ensuring the safety of events. The creation of such a dedicated space not only addresses our town's needs but also opens doors to hosting larger events, fostering revenue generation, and positively impacting the local economy.
- ▶ Specifically, in Capital, we are requesting funding for waterline materials and a portion of the 40x870 Timber Frame Pavilion as the Rotary Club will be donating funds for a portion of the pavilion.
- ▶ \$450,000

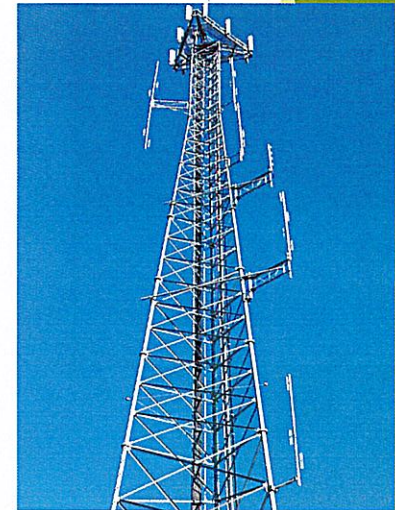


Capital Projects Requests

Fire/Police/EM/DPW

Communication Upgrades - Town Systems

- ▶ Upgrade emergency communications in the Northwest section of town with TRACS Tower
- ▶ Add DPW radio system to Sand Hill Tower
- ▶ Add Generator to VMP site
- ▶ Warehouses: Mobis, Vistar, Aldi's, FedEx
- ▶ Rye Street Park, Farnham Estate
- ▶ CIP Request \$492,000



Capital Projects Requests *Fire Department*

- ▶ Fire Station Security Upgrades -all stations
 - ▶ Final of 3 phases
 - ▶ electronic door access to eliminate physical keys
 - ▶ Complete remaining inside doors
 - ▶ Complete Camera coverage
 - ▶ CIP Request \$80,000



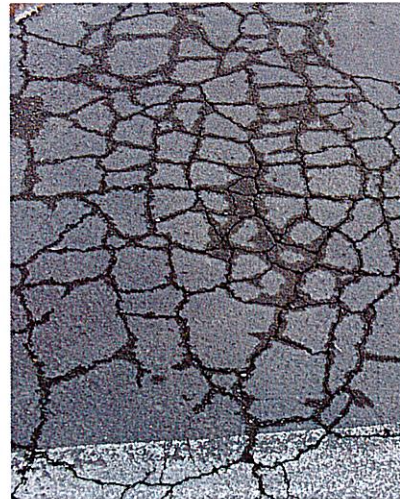
Capital Projects Requests

Public Works

Pavement Management of Town Parking Lots

Reduce Liability Exposure and Maintenance Costs at~

- ▶ Veterans Memorial Upper Lot
 - ▶ Town Hall EOC/Annex
 - ▶ Town Garage Parking
 - ▶ Rye Street Park
-
- ▶ CIP Request \$900,000



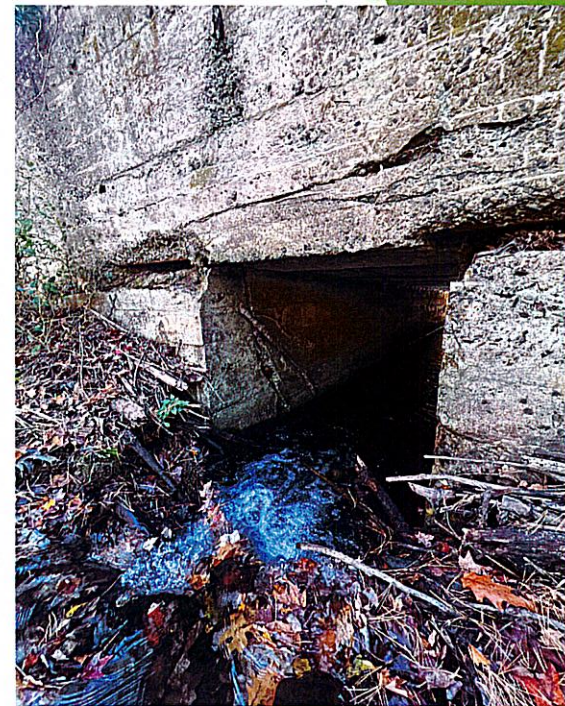
Capital Projects Requests *Public Works*

Town Wide Culvert Replacement Program

Improve Flood Resiliency and Avoid Costly Failure

- ▶ Engineering Deign
 - ▶ Griffin Road over Dry Brook
 - ▶ Darthill Road Culvert at Town Line
 - ▶ Strong Road Culvert of Bancroft Brook
 - ▶ Main St. Culvert at Newberry Brook
 - ▶ Viberts Road Culvert

- ▶ CIP Request \$150,000



Capital Projects Presentation

Questions?

