

CAPITAL IMPROVEMENT PLAN SUBCOMMITTEE  
MINUTES OF NOVEMBER 23, 2015  
EAST LYME TOWN HALL – UPSTAIRS MEETING ROOM  
3:00 P.M.  
MINUTES

PRESENT: M Nickerson, A Johnson, D Putman, J Bragaw, B Scheer, C Holyfield, Sgt San Juan, FFD Chief Levandoski, Tim Hagen, Maria Whalen  
ABSENT: S Harney

- Meeting was called to order at 3:00 p.m.
- Motion: DP Seconded JB to approve March 30, 2015 minutes. Approved.
- 2015/16 CIP update distributed (see attached EXHIBIT I).
- Discussion of 2016/17 CIP began.
- Now that Nutmeg Network is installed, ready to move forward with new Town Hall telephone system estimated cost \$45,000.
- Mini-excavator is included again with three departments sharing the cost. It was discussed that we pursue allocation of Juno Blizzard FEMA funds for this purchase.
- Emergency Management Director Morris requested a new vehicle for Chris Taylor. It was noted that this is a 2009 and as of 12/2014 this vehicle was good for another 5 years.
- JB continued with an overview by department of the proposed vehicles and equipment in the 2016/17 plan. Also noted the Grapple Truck shared with New London proposal.
- The Police Department Building has several issues that will require addressing including; parking lot, roof, HVAC and front security. Video confessions are now a requirement and we do not have a place for this. We currently go to Waterford, the State Police Troop or do this in department vehicles. Estimate is \$12,000. If we remain a Trooper town we will need new radios; 17 portables and 5 mobile for an estimated cost of \$85,000. We expect to be able to convert 6 existing. The department also needs new weapons. The existing are over the life expectancy. The price of the guns is \$270 each and the holsters \$127 each for a total of \$18,063. We will need 28. There may be a buy-back of existing estimated at \$8,000 to \$10,000.
- New accounting software.
- Discussion regarding placement of new fire apparatus for both departments.
- Emergency Management needs to replace (2) air paks with a spare bottle for \$18,000 and new carpeting is needed in the building for an estimate of \$12,000.
- We will be checking with Commission on Aging to see if a new bus is needed.
- Parks and Rec is still looking for \$5,000,000 to develop a new sports park. For the band shell at McCooks we can reduce the amount needed to \$50,000 as we are receiving donations from the Lions, Rotary and Public Trust. We need a new roof at Bridebrook on the rest room building. We can remove the riding paint striper and leaf vacuum from the CIP.

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- Discussion regarding the HIW Parking Lot and possibilities to make larger.
- The BoE is looking to purchase (2) new small busses or vans. One will be with CNRE funds and the other as part of the acquisition plan. A review of how many times and how many people are transported per trip will be done to determine whether it is appropriate to purchase small busses or vans.
- BoE will also keep with the same technology proposal.

Adjournment at 4:05 pm

Respectfully submitted,

Anna M. Johnson  
Director of Finance

Town of East Lyme Long Range Capital Plan Department Requests May 11, 2015 Adopted CIP Z:\CIP\2015-16\LongRange15-16CIP_11-25-14.xls]11-23-15		Justification Ratings:		
		1. Essential for the provision of public health and safety.		
		2. Required by State and Federal regulations.		
		3. Required to maintain current levels of service/infrastructure.		
		4. Funded previously by outside sources.		
	Update 11/23/15	5. Enhance or make more efficient provision of current level of service.		
		6. Provide additional services.		
DEPT.		2015/16	2015/16	
#		Justification	PLAN	
102	<b>ASSESSOR</b>			
	Revaluation (next reval in 2016 est \$294,000) and subsequent in 2021 est cost \$427,000 start funding	2	113,800	Under contract est completion 3/2017
			\$113,800	
105	<b>ENGINEERING</b>			
	CNRE (CAD Software & Survey Equipment) GF to CNRE	3	4,000	Funds set aside for when needed.
			\$4,000	
109	<b>INFORMATION TECHNOLOGY</b>			
	<b>Computer Equipment</b>			
	Town-wide department replacement of computers and servers	3	15,000	\$5,000 new servers. Remaining \$10,000 computers to be purchased according to plan.
	New Phone System (acquisition program)	3,5	6,300	Deferred
	Fiber Optics for Town Hall	5	15,000	Complete.
	<b>Total</b>		<b>\$36,300</b>	
113	<b>BUILDING MAINTENANCE</b>			
	Conversion to natural gas ELCC/Energy Efficiency Project	5	50,000	In progress. Est completion date 12/2015. Gas done.
	Conversion to natural gas ELCC/Energy Efficiency Project	5	100,000	Lighting retrofitting in progress.
	Generator Niantic Fire Department (NFD) Station 2	1,3	50,000	Projects to commence in spring 2016. Est completion date
	Generator Niantic Fire Department (NFD) Grand Street	1,3	46,000	5/2016.
	New Energy Efficient HVAC Control System @ Town Hall	3,5	38,500	Commence spring 2016; est completion 5/2016
	Seal Town Brick/Block Buildings (12 Roxbury & NFD)	5	8,500	Commence spring 2016; est completion 4/2016
	HVAC Pump Replacement - Town-wide Johnson Controls?	3	37,000	Funds set aside for when needed.
	Various Town-wide Roof Replacement	3	50,000	Barn Smith Harris hours. Funds set aside for when needed
	<b>Total</b>		<b>\$380,000</b>	
117	<b>PLANNING</b>			
	GIS Upgrade	3	7,500	
			\$7,500	
216	<b>POLICE DEPARTMENT</b>			
	(2) Vehicles: Patrol (\$35,000 each)	1,3	14,537	
	Replace Vehicle Laptops (TuffBooks)	1,3	15,000	
	Equipment for above noted 2015/16 Vehicles (CNRE Funds)	1,3	40,000	
	Committed Acquisition Payments Vehicles	1,3	74,507	Prior year acquisition payments
			\$144,044	
217	<b>NIANTIC FIRE DEPARTMENT</b>			
	Fire Chief Vehicle	3	6,612	Prior year acquisition payments
	Scott Air Paks (Acquisition)	1,3	40,188	Prior year acquisition payments
			\$46,800	
218	<b>FLANDERS FIRE DEPARTMENT</b>			
	1989 E-One Tower Truck B-25 (24 yrs)	1,3	\$1,300,000	Delivered 11/16/15. Final Cost \$1,129,845.
	Turn-out Gear 4-full sets @ \$2,700 each	1,3	\$10,800	To be purchased.
			\$1,310,800	
224	<b>EMERGENCY MANAGEMENT</b>			
	Radio System - New Antenna & Simulcast all System Antenn	1,3	44,313	Prior year acquisition payments
	Vehicle Acquisition - FM New	3	7,336	Prior year acquisition payments
			\$51,649	
226	<b>ANIMAL CONTROL (ACO)</b>			
	Vehicle	3	25,000	To be purchased
	Vehicle and Equipment	3	20,000	
			\$45,000	
317	<b>PUBLIC WORKS</b>			
	Vehicle Acquisition Program	3	372,504	Prior year acquisition payments

11/23/15  
Exhibit  
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Town of East Lyme		Justification Ratings:		
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Department Requests		2. Required by State and Federal regulations.		
May 11, 2015 Adopted CIP		3. Required to maintain current levels of service/infrastructure.		
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	Vehicles/Equipment 2015/16 per plan (\$629,000)	3	68,530	Loader received 8/2015.
	MSW/Recycling Carts (approximately 150 new/year)	3	12,000	To be purchased
	Snow Plows	1,3	7,000	To be purchased
	Sidewalk Repair	1,3	35,000	Funds set aside for when needed.
	Improve road infrastructure existing Town roads	1,3	900,000	Completed. Main focus fall 2015.
	Fueling Station & Tanks	2,5	550,000	In progress. Est completion 5/2016.
	8 Capital Parking Lot & Site Construction	5,6	200,000	In progress. Est completion 4/2016.
	Salt Shed	5,6	300,000	In progress. Est completion 12/2015.
			\$2,445,034	
<b>418</b>	<b>Commission on Aging</b>			
	Vehicle Replacement (2 - 12 passenger busses) Acquisition	3	11,487	Prior year acquisition payments
			\$11,487	
<b>421</b>	<b>PARKS &amp; RECREATION</b>			
	Cini Park Restrooms	1,2	500,000	Steap Grant awarded, appropriations process 12/2015.
	Replace Vehicles Acquisition Program	3	56,291	Prior year acquisition payments
			\$556,291	
	<b>Town-wide Projects</b>			
	CNRE Town Projects	5	50,000	Funds set aside for when needed.
	Architect/Town Buildings (Planning for plan w/schools)	5	45,000	In progress
	Purchase Open Space Land	6	250,000	Place holder funding
			\$345,000	
	<b>TOTAL, TOWN GOVERNMENT REQUESTS</b>		\$5,497,704	
<b>999</b>	<b>EDUCATION</b>			
	BOE Acquisition Program (vehicle, telephone, MIS eq)	3	170,771	Prior year acquisition payments
	District Wide Technology Plan 2015/16 est	3,5	48,000	Received \$98,768 of \$109,020 equipment.
	Student Information Management System (\$90,000 acquisition)	5	19,950	Order recently placed.
	ELHS - Dugouts	3	40,000	CNRE Funds. In progress. Expected completion two weeks.
	ELHS - Lights in Tennis Courts	5	105,000	Completed 8/2015. Retainage held.
	Elementary School Proposed Construction Engineering Design		1,300,000	Estimated recently completed, Spring 2016 referendum.
	<b>TOTAL, BOARD OF EDUCATION REQUESTS</b>		\$1,683,721	Re-schedule 2016/17 fiscal year.
	<b>TOTAL TOWN &amp; EDUCATION REQUESTS</b>		\$7,181,426	

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<b>FUNDING SOURCES:</b>			
	Town		\$769,904
	BOE		\$238,721
	Grants		640,000
	Bonds & Notes		4,945,000
	Capital & Nonrecurring Fund		349,800
	Capital & Nonrecurring Fund (LoCIP)		238,000
	Other Funds		0
	<b>TOTAL FUNDING REQUIRED</b>		<b>\$7,181,426</b>
			\$0
<b>Note:</b>			
	Items to be added		
	20/20 Buidling Improvements		