

Advisory Commission on Capital Expenditures  
Meeting Minutes  
Tuesday, February 11, 2020  
Sessions Conference Room – Town Hall  
6:00PM

The meeting was called to order at 6:05 pm to discuss the following agenda item.

Item 1. Committee will review, discuss and take possible action regarding the 2020/2021 Capital Plan which includes Town of New Hartford and the New Hartford Board of Education capital needs.

All members were present including: First Selectman Dan Jerram, Tom Buzzi (Board of Education Representative), Dan LaPlante (Planning & Zoning Representative), Kerry Guilfoyle (Board of Finance Representative). Superintendent Brian Murphy also attended.

First Selectman Jerram reminded the Commission that there were no specific rules regarding how we review the proposals, we could decide as a group. The Commission decided to start with the Board of Education and then would proceed to the Town proposal.

Tom Buzzi distributed copies of the updated proposal and then gave a preview of the seven (7) items (see attachment) included within year 1 of the Board of Education proposal that totaled \$146,500:

- Technology (Chrome Books),
- Playground Equipment,
- Sidewalk Removal and Replacement,
- Painting (classrooms at Bakerville),
- Security Upgrades (Panic Button System),
- Tile (Floor Tile @ Antolini,
- Fencing @ Antolini.

A question and answer session followed with individual members for clarification. It was noted that the Chrome Books and sidewalk projects were continuations of projects from last year. With regard to technology, it was noted for clarification that last year the Chrome Books were for 5<sup>th</sup> grade students, but the ones included in this year's plan were for 4<sup>th</sup> graders. Questions pertaining to the Antolini kitchen and the islands within the parking area at Bakerville School were discussed as well as items included within the later years of the five (5) year plan.

A motion was then made by Buzzi, 2<sup>nd</sup> by Guilfoyle to accept the Capital Plan as presented by the Board of Education. There was no further discussion. All members voted in favor of the motion (unanimous).

The group then turned their focus to the town capital needs. Jerram distributed a copies of the town's suggested Capital Plan that totaled \$420,000. Jerram reviewed "Year 1" of the plan that included the following initiatives (see attached):

- Large Plow Truck,
- Technology (Town Hall maintenance and upkeep),
- Town Hall Equipment (car charging station),
- Town Hall Equipment (Equipment upgrades and furniture replacement),
- Recreation Upgrades (general upgrades to buildings),
- Garage equipment (roadside mower upgrades),
- Downtown Improvements (sidewalks/lighting etc.),
- Brodie Septic.

The Commission discussed the items at length. Most of the items are recurring items. Two issues were new: the car charging station and the septic system at Brodie Park. The car charging station was an attempt to install a charger for electric vehicles in the Town Hall parking. Buzzi commented that it should be placed within a visible location to maximize impact for businesses. Jerram indicated that it was a good idea and mentioned that the Selectmen were interested in a unit that people had to pay for the electricity they used (other towns that installed the units used units that provided the power for free).

The Brodie septic issue was discussed. Jerram indicated that several of the smaller Adirondack style buildings at the park had bathrooms (roughly six bathrooms in different buildings). An investigation has revealed that these bathrooms had questionable cesspools (individual to each building) that were in various states of condition that all need significant upgrades to conform to health regulations. The Selectmen indicated that they wanted to move forward with a proposal to close all of the existing bathrooms in favor of a new bathroom building. The funds included would begin the process of the transition.


A broader discussion was held on the viability of these older Adirondack style buildings. Jerram commented that while he liked the style of the buildings that added an "old style character" to the park, the advanced age, general low construction quality and condition of these buildings brought into question how much money the town would want to invest to maintain them in the coming years.

A motion was made by Buzzi, 2<sup>nd</sup> by Jerram to accept the Capital Plan as presented by the Town of New Hartford. There was no further discussion. All members voted in favor of the motion (unanimous).

Jerram indicated that the items no land acquisitions (purchases) planned for this Fiscal Year.

As there was no other business to attend to, a motion made by Buzzi, 2<sup>nd</sup> by Guilfoyle, to adjourn at 6:45 am. The motion was passed unanimously.

Respectfully Submitted,

  
Dan Jerram, First Selectman



## Capital Project List 2020-2021 - Proposed - Year 1

1.	Large Plow Truck	200,000.00	Replace Older Plow Truck.
2.	Technology	10,000.00	Recurring-used every year.
3.	Town Hall Equip.	10,000.00	Electric Charging Station(s) @ Town Hall
4.	Town Hall Equip.	25,000.00	Equipment Upgrades and Furniture Replacement
5.	Recreation Dept.	35,000.00	General Park Improvements.
6.	Garage Equipment	60,000.00	Repair Road Side Mower (requested reno plan)
7.	Downtown Imp.	30,000.00	Sidewalks & Lighting @ \$30,000.
8.	Brodie Septic	50,000.00	Remove Cesspools and Install bathrooms

420,000.00

1/28/2020

### Garage Requests:

Large Truck	200,000.00	Replace older Plow Truck (#2)
Road Side Mower	160,000.00	Replace 2002 Roadside Mower
Mini Excavator	75,000.00	Upgrade Existing Mini to larger unit

Annual Avg for Cap over the past 5 years = \$376,000

2016	405,000
2017	370,000
2018	300,000
2019	370,000
2020	435,000
	<u>1,445,000.00</u>

**New Hartford Public Schools  
Capital Plan**

Item	Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Notes	Priority
1.	Technology	\$38,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	Fifty-five (55) Chromebooks for 4th grade students. Five (5) Promethean boards.	1
2.	Playground Equipment	\$20,000.00					Playground equipment for New Hartford Elementary and Bakerville School	1
3.	Sidewalk Removal and Replacement	\$23,000.00					Remove existing sidewalk at Bakerville School and install concrete curbing	1
4.	Painting	\$20,000.00					Paint classrooms at Bakerville Consolidated (Rotunda). Paint classrooms at New Hartford Elementary	1
5.	Security Upgrades	\$31,000.00	\$9,000.00	\$9,000.00	\$9,000.00	\$9,000.00	Panic Button System/Door Upgrades	1
6.	Tile (Room 17)	\$8,500.00					Replace floor tiles in Room 17 at Antolini School.	1
7.	Fencing	\$6,000.00					Install fencing on upper field at Antolini School.	1
8.	Install Ductless Air Conditioning Unit at New Hartford Elementary		\$12,000.00				To improve air quality at school.	2
9.	Paving/Parking Lot at Ann Antolini School (Student Drop Off/Visitor Parking Lot)			\$100,000.00	\$100,000.00		Parking lot is in need of repair. This area is a drop off/pick up spot for parents. Staff and visitor parking as well.	3
10.	Install a Centralized Clock System at all 3 Schools		\$20,000.00				To ensure every clock in district is operating consistently.	3
11.	Septic System Analysis/Prevention		\$40,000.00				Engineering firm will complete study of Antolini School.	3
	<b>Total:</b>	<b>\$146,500.00</b>	<b>\$121,000.00</b>	<b>\$149,000.00</b>	<b>\$149,000.00</b>	<b>\$49,000.00</b>		