

Advisory Commission on Capital Expenditures
Meeting Minutes
Tuesday, February 22, 2022
Virtual Meeting – Via Zoom
6:30PM

The meeting was called to order at 6:35 pm to discuss the following agenda item.

Item 1. Committee will review, discuss and take possible action regarding the 2022/2023 Capital Plan which includes Town of New Hartford and the New Hartford Board of Education capital needs.

All members but one were present including: First Selectman Dan Jerram, Tom Buzzi (Board of Education Representative) and Lourena Helt (Board of Finance Representative) which constituted a quorum. Dan LaPlante (Planning & Zoning Representative) did not attend.

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 gave a preview of the eight (8) items (see attachment) included within year 1 of the Board of Education proposal that totaled \$250,000:

- Technology (90 Chrome Books – 4 Promethium boards),
- Electrical Work (Antolini – add outlets due to increased tech),
- Security Upgrades (Antolini – recommended by Police),
- Furniture Replacement (Antolini – student desks in four classrooms),
- Painting (classrooms at Antolini),
- Paving (Parking area at Antolini),
- Furniture Replacement (Bakerville),
- Painting (classrooms at NHES).

A question and answer session followed with individual members for clarification. It was noted that the Chrome Books and painting projects were continuations of projects from last year. With regard to technology – the continued implementation of more technology has revealed a need for more outlets to provide power for the units. The “Security” request was “hardened” doors which can provide valuable time if an intruder were to enter the school. This was recommended by the Resident Trooper. The group discussed the Antolini paving project which is included for \$123,000 for one of the two parking areas (the “drop off” lot that is also used for recess in the winter). Jerram shared pictures (provided by Buzzi) for the parking area which showed deterioration. Jerram indicated that he had the DPW get a quote that showed that both parking lots at Antolini could be paved in the \$107,000 to \$110,000 range. The painting and furniture requests were fairly self-explanatory.

The group then turned their focus to the town capital needs. Jerram distributed a copies of the town’s suggested Capital Plan that totaled \$470,000. Jerram reviewed “Year 1” of the plan that included the following initiatives (see attached):

- Wing Plow
- Large Plow Truck,
- Technology (Town Hall maintenance and upkeep),

- Town Hall Equipment (water treatment system for the furnace),
- Town Hall Equipment (Equipment upgrades and furniture replacement in PD),
- Recreation Upgrades (general upgrades to buildings),
- Garage equipment (diesel tank),
- Downtown Improvements (sidewalks/lighting etc.),
- Bridge Work (Cedar/Steele)
- Garage Equipment (large mower for Browns).

The Commission discussed the items at length. Most of the items are recurring items and most all were included within the previous capital plan in out years (years 2 through 5). Jerram indicated that a few of the items had been requested through the ARPA funding, although the Board of Finance has yet to approve any of the recommendations – so the Selectmen left the items within the Capital Plan for the time being. These included the large truck and park funding. If some were approved, there could be savings. Jerram also mentioned that it was his belief that the ARPA could reach the most residents through the park funding, but there would still be a need for capital funding to do maintenance projects due to the large number of buildings that require upkeep.

Like last year a brief discussion was held regarding the viability of these older Adirondack style buildings. Jerram noted that there is room for more rental space – if one of the buildings could be renovated. Jerram mentioned the increased needs of technology due to the Police Accountability Bill. With regard to Town Hall, the furnace system needs improvement including a water treatment system (recommended by our heating contractor). Also needed at Town Hall is a new roof which has several broken shingles that are visible from the ground. The fuel depot for the Town Garage is relocatable – should the town decide to move the facility. Bridge work continues with Cedar Lane bridge schedule for this spring (2022) and the funding included will prepare the town to do work on Steele Road Bridge. The lawn mower for Browns will save hourly labor costs. The town mows nearly 70 acres of lawn per week – sometimes twice, so a larger (and faster) machine will can provide some off-setting savings.

A discussion was held regarding the items. The age of the roof (23 years) was questioned as were the sidewalks in terms of areas for expansion. It was noted that the sidewalk system was expanded in Pine Meadow, near the pavilion and on Route 44 west of Town Hall.

The out years of the 5-year plan (not in the budget) were then discussed briefly.


A motion was then made by Helt, 2nd by Buzzi 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).

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Jerram indicated that there were no approved land acquisitions (purchases) planned for this Fiscal Year.

As there was no other business to attend to, a motion made by Helt, 2nd by Buzzi to adjourn at 7:10 pm. The motion was passed unanimously.

Respectfully Submitted,


Dan Jerram, First Selectman

Capital Project List 2022-2023 - Proposed - Year 1

- | | | | |
|-----|-------------------------------|------------|--|
| 1. | Wing Plow | 25,000.00 | Componant for New ARPA Truck. |
| 2. | Plow Truck | 100,000.00 | Replace older Plow Truck (half payment) |
| 3. | Technology | 25,000.00 | Recurring-used every year. |
| 4. | Town Hall Equip. | 20,000.00 | Replaces furnace equip. (water treatment for boiler)
(sets the stage for boiler addition) |
| 5. | Town Hall Equip. | 35,000.00 | General Town Hall Equip Upgrades and Furnishings
includes PD reno technology |
| 6. | Town Hall Equip. | 80,000.00 | Replace Town Hall Roof |
| 7. | Recreation Dept. | 25,000.00 | General Park Improvements (trail work). |
| 8. | Garage Equipment
from 2021 | 55,000.00 | Replace Diesel Fuel Storage Tank @ Garage
Dave Updating |
| 9. | Downtown Imp. | 30,000.00 | Sidewalks & Lighting @ \$30,000. |
| 10. | Bridge Work | 50,000.00 | Continued work on Local Bridges to conform
to State Assessments (ongoing Cedar/Steele). |
| 11. | Garage Equip. | 25,000.00 | Large Mower for Brown's Corner
(saves a ton on labor & transportation) |

470,000.00

2/15/2022

Garage Requests:

Plow Attachement	25,000.00	Wing Plow Attachment
Lawn Mower	25,000.00	Replace dead unit
Fuel Tank	55,000.00	Replace Existing Tank
	<u>105,000.00</u>	

Annual Avg for Town Cap over the past 5 years = \$373,200

2016	\$405,000
2017	\$370,000
2018	\$300,000
2019	\$370,000
2020	\$385,000
2021	\$441,000
	<u>1,866,000</u>

Capital Project List 2023-2024 - Proposed - Year 2

1.	Police Car	55,000.00	Replace 2012 Taurus Interceptor (oldest)
2.	Town Hall Equip.	95,000.00	Replace existing underground oil tank @ Town Hall. \$25k demo - \$70k replace & connect
3.	Bridge Work	50,000.00	Continued work on Local Bridges to conform to State Assessments (ongoing - Steele Rd).
4.	Technology	25,000.00	Recurring-used every year.
5.	Town Hall Equip.	25,000.00	General Upkeep of Town Hall
6.	Town Hall Equip.	80,000.00	Replaces furnace equip. at Town Hall w/redundant system.
7.	Recreation Dept.	30,000.00	General Park Improvements.
8.	Downtown Imp.	30,000.00	Sidewalks & Lighting @ \$30,000.
9.	Rails to Trails	50,000.00	Phase 3 of Trail Development
10.	Plow Truck	100,000.00	Replace older Plow Truck (second payment)
11.	Revaluation	60,000.00	Five Year Full Reval (Eliz Research).

600,000.00

2/15/2022

Capital Project List 2024-2025 - Proposed - Year 3

1.	Large Plow Truck	200,000.00	Replace Older Plow Truck.
2.	Technology	25,000.00	Recurring-used every year.
3.	Town Hall Equip.	25,000.00	General Upkeep/Improvements.
4.	Utility Pick Up Truck	65,000.00	Replaces F-550 (2014).
5.	Recreation Dept.	30,000.00	General Park Improvements.
6.	Box Culvert	40,000.00	Replaces Box Culvert @ Stub Hollow & Bruning Need Update on Estimate
7.	Garage Equipment	80,000.00	Replace existing 2002 JD 410G Back Hoe
8.	Downtown Imp.	30,000.00	Sidewalks & Lighting @ \$30,000.
9.	Revaluation	60,000.00	Five Year Full Reval (Second Payment).
10.	Town Garage	50,000.00	Sinking Fund for Future Acquisition of Land and Cost of Improvements for New Town Garage Expense is 1 of 3.

605,000.00

2/15/2021

Capital Project List 2025-2026 - Proposed - Year 4

1.	Town Hall Equip.	95,000.00	Renovate Town Hall Parking Lot, Curbing & Sidewalks
2.	Technology	25,000.00	Recurring-used every year.
3.	Town Hall Equip.	25,000.00	General Improvements.
4.	Utilitiy Truck or Jeep	40,000.00	Replaces FS Jeep (2012).
5.	Recreation Dept.	30,000.00	General Park Improvements.
6.	Wash Bay	100,000.00	Provides Wash Option for Town Vehicles
7.	Garage Equipment	145,000.00	Replace 2nd Front Loader 444H
8.	Route 44 Water Line	75,000.00	Fire Protection for Route 44 (IIJA Grant Match 80-20?)
9.	Downtown Imp.	30,000.00	Sidewalks & Lighting @ \$30,000.
10.	Police Car	65,000.00	Replace 2015 Taurus Interceptor (next oldest)
11.	Town Garage	50,000.00	Sinking Fund for Future Aquistion of Land and Cost of Improvements for New Town Garage Expense is 2 of 3.

680,000.00

2/15/2022

Capital Project List 2026-2027 - Proposed - Year 5

- | | | | |
|-----|-------------------|------------|--|
| 1. | Large Plow Truck | 200,000.00 | Replace Older Plow Truck. |
| 2. | Technology | 25,000.00 | Recurring-used every year. |
| 3. | Town Hall Equip. | 30,000.00 | General Improvements. |
| 4. | Wood Chipper | 60,000.00 | Replaces 1997 Vermeer Unit |
| 5. | Recreation Dept. | 35,000.00 | General Park Improvements. |
| 6. | Pedestrian Bridge | 150,000.00 | Links to New Development @ Hurley (Grant App)
Payment 1 of 2) |
| 7. | Storage Garage | 100,000.00 | 4 bay storage garage at Antolini for yard equipment. |
| 8. | Downtown Imp. | 30,000.00 | Sidewalks & Lighting @ \$30,000. |
| 9. | Garage Equipment | 35,000.00 | Used Paving Box, Compactor for Tractor,
Curber, etc. |
| 10. | Town Garage | 50,000.00 | Sinking Fund for Future Aquisition of Land and Cost of
Improvements for New Town Garage
Expense is 3 of 3. |

715,000.00

2/15/2022

New Hartford Public Schools
Preliminary Capital Expenditure Requests
2022-2023

School	Request	Amount
District-Wide	Technology	
	90 Chromebooks / 4 Promethean Boards / Repair Server at Antolini	\$55,000.00
Antolini		
	Add outlets and relabel electrical panels	
	Security Upgrades (Doors)	\$12,000.00
	Furniture Replacement	\$9,000.00
	Paint Classrooms	\$20,000.00
	Paving - Parking Lot	\$8,000.00
Bakerville		\$123,000.00
	Furniture Replacement	
		\$15,000.00
New Hartford	Paint Classrooms	
		\$8,000.00
Total		
		\$250,000.00