

Advisory Commission on Capital Expenditures
Meeting Minutes
Monday, February 4, 2019
Sessions Conference Room – Town Hall
6:30PM

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

Item 1. Committee will review, discuss and take action regarding the 2019/2020 Capital Plan for the Town of New Hartford and the Local Board of Education.

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).

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

Jerram distributed a copy of the previously approved Capital Plan (Fiscal 2018/2019) for the Committee to review showing what gained final approval by the Board of Finance and the Town of New Hartford through referendum (see attached). The plan showed all current approved projects under budget with several purchases completed and closed out.

Jerram then distributed the Board of Selectman's current (proposed) Capital Plan. He noted that the plan, which typically runs for 5-years has been expanded to 6-years noting that the costs associated with projects made the 5-year plan unrealistic. Jerram reviewed "Year 1" of the plan that included the following initiatives (see attached):

- Wash Bay @ WWTP (for cleaning of all town owned vehicles),
- Technology (Town Hall maintenance and upkeep),
- Town Hall Equipment (Heat Pumps),
- Police Equipment (radios and tasers),
- Recreation Upgrades (general upgrades to buildings),
- Bridge Improvements (Steele Road),
- Downtown Improvements (sidewalks/lighting etc.),
- Village Parking Improvements (@ Community Club),
- Garage Equipment (1991 Front Loader),
- DPW Security Gates/Fencing.

The Commission discussed the items at length, including the location of the Wash Bay on town owned land, condition of the Steele Road bridge abutments, and the location and nature of the agreement for parking on land owned by the Community Club (see attached). Jerram indicated that the Wash Bay and new Front Loader were priorities of the DPW as was the new truck in the Fiscal 20/21 budget. He added that due to the materials currently used for de-icing, trucks and loaders were rusting out before their time. A Wash Bay could extend the useful life of our equipment that is estimated to exceed \$1,500,000.

Tom Buzzi then gave a preview of the Board of Education proposed Capital Plan that included six (6) items (see attachment):

- Technology (Chrome Books),
- Antolini Intercom System (for the rear playground),
- Access Stair Replacement at Bakerville School (outdoor to multi-purpose room),
- Acoustic Barriers at Bakerville School (for the multi-purpose room),
- Lawnmower for Ann Antolini (Zero Turn Upgrade),
- Furniture for New Hartford Elementary (Classroom Desk Replacement).

A question and answer session followed with individual members for clarification. It was noted that the Chrome Books, Lawnmower and Stair Replacement projects (half the proposal) were continuations of projects from last year. With regard to technology, it was noted for clarification that last year the Chrome Books were for 6th grade students, but the ones included in this year's plan were for 5th graders. Additionally, the stair repairs were not the same as last year (last year was the basement access at Bakerville School).

A motion was made by Buzzi, 2nd by Guilfoyle to accept the Capital Plan as presented by the Town and Board of Education. 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 (at the present time) and that the Butler Farm acquisition was completed (trail improvements are underway). He further explained that the Community Club parking that was included (and recommended by the Commission – Map attached) was to be acquired through long term easement at no cost similar to Callahan Park – that is owned by the Village Fire Department, but leased and used as a park by New Hartford residents).

Commission member LaPlante questioned the status of Stedman Road, a long road that has been closed for several years. Jerram provided background indicating that the road had experienced a slope failure and that the Town Engineer had recommended closure. LaPlante indicated that he believed that it should be repaired as it exceeded the maximum length of a cul-de-sac. Jerram indicated that could be a very expensive proposition – far above the combined costs of the Town and Board of Education plans presented today. Jerram indicated that he would look for the Engineering data/letter provided by Lenard Engineering, supply it to the Committee and include it in the minutes.

As there was no other business to attend to, a motion made by Buzzi, 2nd by LaPlante, to adjourn at 7:45 am. The motion was passed unanimously.

Respectfully Submitted,
Dan Jerram, First Selectman

Note: Attachments are filed with the Town Clerk and are available upon request

