



Town of Bolton

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CAPITAL ACQUISITION, PLANNING, AND ALLOCATON COMMITTEE
WEDNESDAY, FEBRUARY 19, 2020
7:00 P.M. – BOE CONFERENCE ROOM
SPECIAL MEETING MINUTES

The February 19, 2020 meeting of the Capital Acquisition, Planning, and Allocation Committee was called to order at 7:02 PM.

ROLL CALL

MEMBERS PRESENT: First Selectman Sandra Pierog, Selectman Robert Morra, BOE Chair Andrew Broneill, BOE Member Scott Rich, and Member-at-large Richard Hayes.

OTHERS PRESENT: Buildings & Grounds Supervisor John Butrymovich, Superintendent Kristin Heckt, and Administrator Joshua Steele Kelly.

PUBLIC COMMENT

None.

AGENDA ITEM 3 – Consideration and possible action on the minutes of the January 29, 2020 meeting.

Discussion: Pierog informed the members that the minutes were included in their packet for their reference. The Committee did not take action on the minutes.

AGENDA ITEM 4 – Discussion, consideration, and possible action on the FY 2021 Capital Improvement Plan (CIP).

DISCUSSION: Pierog explained where various leftover funds were found within the capital reserve fund, and questions were answered regarding which projects left balances in the fund. Kelly went through the newly recommended Capital Improvement Plan, which incorporated the changes requested at the last committee meeting. In addition to the committee-recommended changes, Kelly also described a few suggested alterations that he and Butrymovich had developed over the past few weeks. Between the January 29th recommendation and the recommendation presented by Kelly at this meeting, the Firehouse Service ET 334 Replacement, Highway Plow Truck Replacement, Notch Road Municipal Center Demolition, and High School Soccer Field projects had all seen their total requested amounts moved between fiscal years, but the total requests remained the same over the five-year period. In addition to this, the Town Hall Facility Expansion, Town Hall Sedan, and Town Hall SUV items were added to the plan, as they had been previously missing due to an oversight. Kelly stated that this plan may be possible if the sum of leftover dollars found in the capital reserve fund were to be reappropriated for projects in FY 21 and FY 22, and the High School Soccer Field project was moved to FY 22 and became part of the bonding package that year.

Discussion ensued on this plan. In the end, it was decided that the \$50,000 allocation originally requested in FY 21 for the Firehouse Radio Communication Upgrade (#6) could and should be pushed back to the FY 22 request, and that \$59,000 of the FY 21 request for the Bolton Center School Roof Replacement & Masonry Repairs (#34) could and should be moved to the FY 22 request.

With the aforementioned changes, CONSENSUS was reached that the attached plan would be recommended to the Board of Selectmen for their consideration.

The meeting adjourned at 8:14 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'J. Steele Kelly', written in a cursive style.

Joshua Steele Kelly, Administrator

See minutes of subsequent meetings for approval of these minutes and any corrections hereto.

Town of Bolton, CT
5-Year Capital Improvement Plan (CIP) | FY 2021 - FY 2025

Town Project	#	Prior Funds*	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Buildings & Grounds Pickup Truck	1	\$ -	\$ -	\$ 42,000.00	\$ -	\$ -	\$ -	\$ 42,000
Firehouse Boat Replacement	2	\$ -	\$ 25,360.00	\$ -	\$ -	\$ -	\$ -	\$ 25,360
Firehouse Service 134 Replacement	3	\$ 60,544.00	\$ 38,000.00	\$ -	\$ -	\$ -	\$ -	\$ 98,544
Firehouse Service ET 334 Replacement	4	\$ 180,000.00	\$ -	\$ 630,000.00	\$ -	\$ -	\$ -	\$ 810,000
Fire Suppression Water Supply	5	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 250,000
Firehouse Radio Communications Upgrade	6	\$ -	\$ -	\$ 50,000.00	\$ -	\$ 90,609.00	\$ -	\$ 140,609
Firehouse Storage Garage	7	\$ -	\$ 15,720.00	\$ -	\$ -	\$ -	\$ -	\$ 15,720
Heritage Farm Restoration & Code Compliance	8	\$ -	\$ 25,000.00	\$ 50,000.00	\$ 75,000.00	\$ 100,000.00	\$ 100,000.00	\$ 350,000
Herrick Park Furnace	9	\$ -	\$ -	\$ -	\$ 14,000.00	\$ -	\$ -	\$ 14,000
Herrick Park Soccer Fields	10	\$ -	\$ -	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 120,000
Highway General Road Resurfacing	11	\$ -	\$ 30,000.00	\$ 20,000.00	\$ 10,000.00	\$ -	\$ -	\$ 60,000
Highway Lo-Pro Dump Truck Replacement	12	\$ 35,000.00	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ 65,000
Highway Plow Truck Replacement	13	\$ 65,000.00	\$ 70,000.00	\$ 70,000.00	\$ -	\$ -	\$ -	\$ 205,000
Highway Skid-Steer Loader	14	\$ -	\$ -	\$ -	\$ 60,000.00	\$ -	\$ -	\$ 60,000
Indian Notch Park Playscape	15	\$ -	\$ -	\$ -	\$ 36,500.00	\$ -	\$ -	\$ 36,500
Library Conference Room Renovation	16	\$ -	\$ -	\$ -	\$ 13,000.00	\$ -	\$ -	\$ 13,000
Library Copier	17	\$ -	\$ -	\$ -	\$ 16,000.00	\$ -	\$ -	\$ 16,000
Natural Gas Infrastructure	18	\$ -	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 155,000
Notch Road Municipal Center Demolition	19	\$ 68,000.00	\$ -	\$ 320,000.00	\$ -	\$ -	\$ -	\$ 388,000
Senior Center Van	20	\$ -	\$ -	\$ -	\$ -	\$ 40,000.00	\$ -	\$ 40,000
Town Clerk's Copier	21	\$ -	\$ -	\$ -	\$ -	\$ 12,000.00	\$ -	\$ 12,000
Town Clerk's Vault Floor	22	\$ -	\$ -	\$ 15,500.00	\$ -	\$ -	\$ -	\$ 15,500
Town Garage Paving	23	\$ -	\$ 70,000.00	\$ -	\$ -	\$ -	\$ -	\$ 70,000
Town Hall Facility Expansion**	24	\$ 148,896.92	\$ -	TBD	\$ -	\$ -	\$ -	\$ 148,897
Town Hall Paving	25	\$ -	\$ -	\$ 80,000.00	\$ -	\$ -	\$ -	\$ 80,000
Town Hall Sedan	26	\$ -	\$ -	\$ -	\$ 27,000.00	\$ -	\$ -	\$ 27,000
Town Hall SUV	27	\$ -	\$ 32,000.00	\$ -	\$ -	\$ -	\$ -	\$ 32,000
TOWN SUBTOTAL		\$ 557,441	\$ 417,080	\$ 1,388,500	\$ 362,500	\$ 353,609	\$ 211,000	\$ 3,290,130

School Project	Number	Prior Funds*	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Center School Air Conditioning Units**	28	\$ -	\$ -	\$ -	TBD	\$ -	\$ -	\$ -
Center School Blinds**	29	\$ -	\$ -	\$ -	TBD	\$ -	\$ -	\$ -
Center School Exterior Door Replacement	30	\$ -	\$ -	\$ -	\$ 13,000.00	\$ -	\$ -	\$ 13,000
Center School Greenhouse	31	\$ -	\$ -	\$ -	\$ 23,000.00	\$ -	\$ -	\$ 23,000
Center School HVAC**	32	\$ -	\$ 42,000.00	TBD	\$ -	\$ -	\$ -	\$ 42,000
Center School Library Remodel**	33	\$ -	\$ -	\$ -	\$ -	TBD	\$ -	\$ -
Center School Roof Replacement & Masonry**	34	\$ -	\$ 236,000.00	TBD	\$ -	\$ -	\$ -	\$ 236,000
Center School Science Lab	35	\$ -	\$ -	\$ -	\$ -	\$ 150,000.00	\$ -	\$ 150,000
Center School Sceptic System Evaluation	36	\$ -	\$ -	\$ 30,000.00	\$ -	\$ -	\$ -	\$ 30,000
Center School Window Replacement	37	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 20,000
High School Blinds**	38	\$ -	\$ -	\$ -	TBD	\$ -	\$ -	\$ -
High School HVAC Controllers	39	\$ -	\$ -	\$ -	\$ -	\$ 24,000.00	\$ -	\$ 24,000
High School Soccer Fields	40	\$ -	\$ -	\$ 1,490,000.00	\$ -	\$ -	\$ -	\$ 1,490,000
High School Storage Garage	41	\$ -	\$ -	\$ -	\$ 23,000.00	\$ -	\$ -	\$ 23,000
High School Tennis Courts	42	\$ -	\$ 580,000.00	\$ -	\$ -	\$ -	\$ -	\$ 580,000
Board of Education Door Lock Replacement	43	\$ 45,211.00	\$ 23,889.00	\$ -	\$ -	\$ -	\$ -	\$ 69,100
Board of Education Stake Body Truck	44	\$ -	\$ 55,000.00	\$ -	\$ -	\$ -	\$ -	\$ 55,000
Board of Education Tractor Replacement	45	\$ -	\$ 36,000.00	\$ -	\$ -	\$ -	\$ -	\$ 36,000
SCHOOL SUBTOTAL		\$ 45,211	\$ 982,889	\$ 1,530,000	\$ 59,000	\$ 174,000	\$ -	\$ 2,791,100

GRAND TOTAL		\$ 602,652	\$ 1,399,969	\$ 2,918,500	\$ 421,500	\$ 527,609	\$ 211,000	\$ 6,081,230
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School Project & Capital Funds Rollover			\$ (832,000.00)	\$ (74,299.33)				\$ (906,299.33)
Bonded Monies				\$ (2,120,000.00)				\$ (2,120,000.00)
Total Taxpayer Ask			\$ 567,969	\$ 724,201	\$ 421,500	\$ 527,609	\$ 211,000	\$ 3,054,931

*Unspent

**Items Not Fully Estimated

The bonded items outlined in this plan are the High School Soccer Fields, the Firehouse Service ET 334 Replacement, and the FY 22 costs associated with the BCS Roof Replacement & Masonry and the Town Hall Facility Expansion.