

**Town of Newington CIP Committee
Conference Room L101, Town Hall
Minutes of Wednesday, January 6, 2016 Meeting**

1. Roy Zartarian called the meeting to order at 5:40 p.m.
2. Roll Call - Members Present:
 - M. Klett, Town Council
 - B. DelBuono, Town Council
 - J. Marocchini, Town Council
 - J. Shulman, Board of Education
 - N. Petronio, Board of Education (5:42)

Others Present:

 - Mayor Roy Zartarian
 - W. Collins, Superintendent of Schools
 - A. Harter, Director of Finance
 - L. Jachimowicz, School Chief Finance & Operations Officer
 - L. Rydecki, Deputy Finance Director
3. Public Participation – Rose Lyons, 46 Elton Drive: Wanted to make sure that the Elton Drive Cul-de-sac project stays in the plan for 2016-2017.
4. Election of Chairperson – B. DelBuono nominated Maureen Klett as chairperson. Motion seconded by N. Petronio. Motion passed 5-0 on a roll call vote:
 - B. DelBuono – Yes
 - M. Klett – Yes
 - J. Marocchini – Yes
 - J. Shulman – Yes
 - N. Petronio - Yes

5. New Business - Review of Capital Improvement Policy

Copies of the Council Adopted Long Range Capital Improvement Plan FY 2015-16 through FY 2019-20 were distributed. Ann Harter gave an overview of the Capital Improvement Policy. An explanation was given on all the schedules in the CIP plan, including the components of the \$6.3 million threshold that is budgeted annually for Pay As You Go and Debt Service. R. Zartarian asked if it was time to update the Debt Capacity Study, and A. Harter agreed to look into that. An explanation was given of the State grants that offset some of the projects, and how the School Building Grants fluctuate because of the different projects and how quickly the State reimburses the Town. R. Zartarian asked if LoCIP and Town Road Aid will be decreasing and A. Harter explained that we don't really know yet. M. Klett questioned how often the Fire Apparatus are replaced and A. Harter referenced Appendix D which shows that they are usually replaced after 20 years or more. M. Klett explained to the new members that this committee makes a recommendation to the Town Council, and then they can accept it as is, or make changes if they want. Proposed projects will be presented to the committee at the next meeting.

CIP Transfers – These will be on the Town Council Agenda for the January 12 and January 26 meetings.

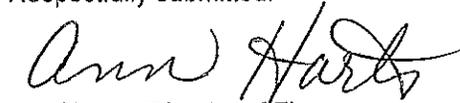
The first transfer request is from the Board of Education and L. Jachimowicz explained that the Newington High School Career Tech Program Renovations will be short approximately \$300,000. They are requesting that the unencumbered balance of \$300,000 in the General Property School Improvements account be transferred to the NHS Career Tech account.

The second request relates to the rupture of the Town Hall sewer line. A. Harter explained that the Town's insurance paid \$60,000 for removal of the sewage and odor, but \$35,000 had to be charged to the Town Buildings Mechanical Reserve for repair of the line. That leaves very little in this account for other emergency repairs. A balance of approximately \$20,000 is left in the Library Boiler Replacement project, which came in under budget and is complete. The Facilities Director is asking for that balance to be transferred to the Town Buildings Mechanical Reserve.

6. Public Participation – Rose Lyons, 46 Elton Drive: She gets email notification of other meetings, but didn't get one for this meeting and she didn't see it on the Town calendar until today. Would like these meetings to be on the calendar earlier. Requested that there be copies of all handouts available for the public at these meetings. Also would like to see a report on the status of current projects.

7. Next Meeting – January 25, 2016 at 6:00 P.M. Meetings were also set up for:
February 1, February 8 and February 17, 2016 and a backup date of February 22, 2016.
8. Motion to adjourn- J. Marocchini; Second- B. DelBuono- motion passed to adjourn the meeting at 6:17 p.m.

Respectfully submitted:

A handwritten signature in cursive script that reads "Ann Harter". The signature is written in black ink and is positioned above the printed name.

Ann Harter, Director of Finance