



# Town of Bolton

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**CAPITAL ACQUISITION, PLANNING, AND ALLOCATON COMMITTEE**  
**WEDNESDAY, DECEMBER 16, 2020**  
**7:00 P.M. – VIRTUAL**  
**SPECIAL MEETING MINUTES**

The December 16, 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 Member Scott Rich, BOF Member Richard Tuthill, 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 February 19, 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 2022 Capital Improvement Plan (CIP).

DISCUSSION: Pierog kicked off the conversation by giving a high-level review of the draft CIP that Kelly developed. Discussion was held on the items that would be bonded versus the items that would be funded by the Capital Reserve Fund through annual tax levies. The possibility of adding solar panels to the new roof that will soon be installed at Bolton Center School was also discussed, and it was noted that questions on the subject should be referred to the Energy Committee Chair, Richard, Dziadul.

Kelly was then asked to present each of the items within the plan in order, going over the detail for each possible acquisition and the item that is being improved or replaced. The following changes were made:

- Pierog asked Kelly to replace instances of “Inactive” to “Completed” in the Master Projects Index on page 3.
- Pierog asked that “Firehouse Service ET 334 Replacement” (Project #4) be renamed “Firehouse Engine Tank 334 Replacement” for clarity and to avoid confusion with other service vehicles.

- It was decided that Projects 4, 22, 24, 25, 28, 31, 32, 33, 34, 35 and 40 should be in the bond package, and Kelly was asked to edit the draft CIP to reflect needed changes. The projects will all be placed in FY 2022, but future discussion may push the projects to FY 2023.

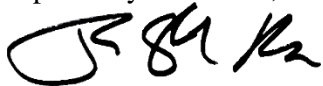
Additionally, the following items were brought up as points of discussion:

- Hayes asked the group if anyone else thought that taking 10 years to complete the Herrick Park soccer field construction (Project #10) seemed too long.
- It was asked that Butrymovich find out if moving up copier acquisitions and buying them in conjunction with the Board of Education could help save the town money, and he was also asked to consider whether leases may be more affordable.
- Kelly stated that he needed to do more research into Project #18, Natural Gas Infrastructure, in order to determine if payments were still needed in FY 2026.
- Questions were asked about the differences between projects #28 and #32, pertaining to the Bolton Center School HVAC system.
- Pierog speculated that the Town will be empaneling a Temporary Building Commission to address the Town Hall Facility Expansion Project (Project #24).
- Heckt answered questions about the nature of the Science Lab Upgrade (Project #35).
- Kelly stated that he will look into the Septic System Evaluation project more to find out if the Health District can provide the Town with more information about the cost of the project (Project #36).
- Hayes expressed concern about including Blinds (Project #38) in the Capital Improvement Plan.

With the aforementioned changes, CONSENSUS was reached that the CAPA Committee would meet again on January 27, 2020, to continue discussions with an updated draft of the FY 2022 CIP to be provided by Kelly in advance.

The meeting adjourned at 9:03 PM.

Respectfully submitted,



Joshua Steele Kelly, Administrator

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