

**CAPITAL ACQUISITION, PLANNING AND ALLOCATION COMMITTEE**  
**Tuesday, November 15, 2022– 7:00 P.M.**  
**Special Meeting**  
**MINUTES**

The Capital Acquisition, Planning and Allocation Committee held a meeting on Tuesday, November 15, 2022 with First Selectman Pam Sawyer presiding. Also in attendance were: selectman Robert Morra, Interim Administrative Officer Jim Rupert, Town Wide Facilities Director John Butrymovich, Chief Financial Officer Jill Collins, Superintendent Kristin Heckt, BOE member Scott Rich, BOF member Kristen Gourley and member at large Carl Preuss.

**1. Call to Order.**

P. Sawyer called the meeting to order at 7:02 p.m.

**2. Public Comment.**

None.

**3. Discussion on CAPA Budget.**

Two priorities that J. Butrymovich sees are:

- Skag Mower (2013) needs to be replaced – this will be used for cemetery maintenance when Buildings and Grounds takes this over completely and will also be used by multiple departments.
- Town Hall Sedan replacement – we put this off last year; current vehicle is 11-12 years old and needs to be replaced with a larger, safer, all-wheel drive vehicle.

Building and Grounds mower & attachment replacements \$2,000.00 should be moved to FY2025

Herrick Park furnace can be pushed off another year if need be.

HP Soccer Fields – FY28 should be \$39,000 and FY29 should be \$30,000

Highway General Road Resurfacing FY24 should be \$20,000  
Senior Center Paint and Wallpaper should be FY2027 \$24,000

Skid Steer is listed under the Highway Dept because they have the biggest budget; but this will be used by multiple departments. They are looking to add more specific things to this skid steer and there is no grant money available to do that with.

Road Resurfacing has been lowered each year to eventually phase it out of the Capital budget and have it entirely in the Highway budget. Should not be more than \$20,000 if needed at all this year.

Town Clerks vault floor- we can push this off push the \$26,000 to FY2025

Town-wide facilities study needed for many grants – looking at about \$75,000 – we need to put a placeholder in 2024 for this money

Some grants require a cash match- we need to think about do we want to create a line or modify current categories to start funding some of these things ourselves.

ARPA Funds –we are waiting on final clarification but at this time it does not look like we can use these funds for NRMC demolition.

Need to think about what we might want to use the ARPA funds for if NRMC demo is definitely not an option. Also, need to create a line item for NRMC demolition itself.

BOE Green House Removal should have a note – this should be done with NRMC Demolition.

Highest expenses coming up will be BCS Roof and NRMC demolition.

Per Jill, looks like Capital for 2024 is approximately \$800,000 right now.

**4. Adjournment.**

P. Sawyer adjourned the meeting at 8:18 p.m.

Respectfully Submitted,

Kathy McCavanagh

*Please see minutes of subsequent meetings for corrections to these minutes and any corrections hereto.*