

ADVISORY COMMISSION ON CAPITAL EXPENDITURES (ACCE)

Meeting Minutes: February 24, 2010

Present: ACCE Members: Raye Mandirola
Eric Harrington
Marilyn Conley
Craig Horrigan
Maureen Schorr

Suffield Public Schools
Mary Greenlaw-Dickson (Interim Superintendent)
Ed Basile (Director of Fiscal Administration)
Larry Plano (Maintenance Supervisor)

Board of Education
Sue Porcello (Member – Facilities)

Parks & Recreation
Wendy Lamontagne (Director)

Parks & Recreation Commission
Lou Casinghino (Chairman)
Leeayn Burke (Clerk)
Mike Roccanti (Commissioner)

The Meeting was called to order at 7 PM in the Second Floor Conference Room in Town Hall.

Mary Greenlaw-Dixon began the discussion of the Board of Education (BOE) requests. She indicated that the previous request for Asbestos abatement at Spaulding School is the top priority with the CL & P Energy Conservation request as the second highest priority.

Larry Plano began a discussion for the Asbestos abatement request. The figure was reduced to \$60,000 for fiscal year 2010-2011. This is based on \$10/sf and will address 6,000 square feet of failing asbestos floor tile and asbestos adhesive. The option of encapsulating the tile by going over it with new was not considered appropriate as the failing integrity of the existing asbestos tile will not support it. The existing condition, in particular with loose pieces coming up represents a serious liability to the Town.

Ed Basile presented the next request which was for \$799,576 for CL & P Energy Conservation program for the entire School System for fiscal year 2010-2011. The Town share of this request would be \$524,576 with CL & P paying the balance of \$275,000 directly back to the Contractor in the form of a rebate. The scope of the program involves upgrading all light fixtures and controls to more energy efficient specifications. Mr. Basile indicated that the Town can expect between \$130,000 and \$140,000 in operational savings in the first year, and once the program is complete the annual savings should be approximately \$170,000. Eric Harrington requested what percentage this savings represents out of the total energy consumption. Mr. Basile did not have that figure available but said he would obtain it and get back to ACCE with it. Mr. Basile stated that based on those savings the Town could expect a payback of 3 years. A request was made as to whether consideration was given to do the work incrementally and whether ACCE could have a breakdown of the proposal by School. Larry Plano stated that if that was the route approved, the High School would be the highest priority by School, and that he would provide us with a breakdown for the entire School system. ACCE asked whether the percentage of the rebate was locked in with CL & P. Ed indicated that a letter of commitment with the Utility would be provided, and Larry stated that the percentage provided is the current confirmed figure.

Raye Mandirola asked whether they had an update regarding the funds the Town has been waiting for from the major Schools project, and whether once those funds were returned, where do they go. Further discussion took place as to whether that might be a source of funds for some of the most expensive BOE requests that are currently being discussed. No one present had definitive and current knowledge of the status of those funds.

The next request was presented by Larry Plano and was considered the 3rd highest priority. This request was for \$75,000 for fiscal year 2010-2011 for an addition to the Rotary Pavillion at Suffield High School. This would be the Town share of a joint project with the Rotary Club and would cost the Town considerably less than if it had to be done alone. The addition would house Bathrooms, a Concession area and Storage. Larry reviewed the current shortcomings of their storage. The price is based on a building addition of 1,000 square feet. A question was asked about whether additional funds were requested within operating budgets to fund the required maintenance that this new structure would entail. Larry stated that those funds would come from the revenue generated through the concessions and that it was still being worked out as to a flat fee when used by others or some other formula.

The next request by priority was for \$50,000 for fiscal year 2012-2013 to upgrade controls for the HVAC systems throughout the School system. The current controls are eight to nine years old and were dated technology even

then. This would be the first step and would allow future upgrades. This request would provide malfunction notifications which would assist in preventing damage to the system, reduce energy costs and improve environmental conditions. Currently the Middle School and McAlister School have no such controls and Spaulding School has limited controls.

Larry Plano discussed the next request which was for \$16,000 for fiscal year 2010-2011 to purchase a boom lift to replace the existing scissor lift in the Maintenance Department. The current lift was purchased "used" long ago and is no longer possible to repair. The new lift would have a reach of 25 feet. The Lift articulation would provide greater flexibility and do so in a safer manner. This lift would be a shared piece of equipment with the Department of Public Works, as is the current lift.

The final request presented by Larry was to replace three burned out compressors at the Suffield High School at a cost of \$23,000 in fiscal year 2010-2011. These compressors are part of the HVAC system and service the Media Center, 400 and 700 wings with air conditioning during the summer for educational and Parks & Recreational programs. A Contractor has indicated the failures are due to power outages but Mr. Plano stated there is doubt as to whether that can be confirmed. The question was raised as to the history of the failure and the best way to address such failures in the future. Craig Horrigan expressed his opinion that as these compressors failed, the BOE should approach the Board of Finance (BOF) immediately, and have them establish the optimal manner to fund the inevitable replacements in as timely a manner as possible.

Wendy LaMontagne began her presentation of the Parks & Recreation requests. The first discussion was about two options for the failing Tennis courts. The first request is for \$25,000 in fiscal year 2010-2011 to repair the cracks in the courts. Wendy provided photos of the original damage as well as photos since repairs were made last year. The chronological photographs demonstrated how quickly the repairs are failing. Therefore the second request was for complete reconstruction of the courts at a cost of \$85,000 for fiscal year 2010-2011. The Basketball courts reconstruction which had similar problems has held up quite well and is a more long-term solution. Wendy had the same Contractor provide pricing for the current request. ACCE indicated that repairs would be considered Maintenance and should come from operating budgets. However, complete reconstruction would qualify. Wendy indicated that the Department of Public Works (DPW) carries a line-item for such Maintenance and her Department has no control over it.

The second request was for \$28,500 for fiscal year 2010-2011 to generate a Conceptual Design Study for Babb's Beach. This Study would generate the necessary information in order to proceed with the Bath House request and

Overlook area. In the absence of it, no further progress can be made for those components of the overall site. It would provide the real scope and figures so that Wendy could pursue RFP's from Architectural firms.

The next request was for \$44,568 in fiscal year 2012-2013 for the construction of four new Dugouts, two at the Baseball field and two at the Softball field. The construction would be on a concrete slab, with concrete block and four player benches at a size of 10' x 30'. Wendy stated that Parks & Recreation is also pursuing other sources of funding.

The next request was for \$242,688 in fiscal year 2013-2014 for a Concession Restroom building at Bruce Park that would include Restrooms, Concessions, Storage, Electricity and Water. The building would be 30' x 70' in size. The site is heavily used by a variety of sports and organizations. Wendy indicated that Maintenance funding would have to come from an increase in a line-item in the DPW budget. Other sources of funding would also be pursued for this project.

The next request was for \$55,000 in fiscal year 2015-2016 to develop the Southwest corner of Bruce Park into additional multi-use Athletic fields. Clean fill has been added from the DPW and the Extreme Home Makeover project in order to bring the area up to level. A discussion ensued regarding required increases in funding of Maintenance as new fields come on-line. Lou Casinghino stated that Parks & Recreation has no control over any Maintenance of fields, and that it is carried in the Department of Public Works operating budget.

The final request was for \$57,310 in fiscal year 2015-2016 and \$57,310 in fiscal year 2016-2017 to renovate the badly deteriorated Spaulding School athletic fields. This site's daily use by the School, in addition to the Fire Department Carnival and the Athletic programs results in overuse. Raye Mandirola asked whether they have considered discontinuing P & R use of the field and the responsibility of its' care. Lou Casinghino agreed that this would be the site they would most likely take off-line because of overuse. And Wendy indicated that they are already transitioning towards that with the expansion of other dedicated P & R fields. Requests have been made for many years for this site to get some sort of increase in funding improve the condition of the site. But ultimately, the overuse and lack of maintenance is likely to continue.

Wendy stated that the overall use of the Athletic fields and programs has remained steady despite new Club and Private teams.

The Minutes from the January 27th meeting were accepted without change. ACCE spent time discussing the presentations in order to understand their needs and priorities.

The next ACCE Meeting is scheduled for 7 PM on March 3rd in the Second Floor Conference Room at Town Hall. The Fire Department and the Information Technology Department are scheduled to make presentations.

Craig Horrigan
ACCE Chairman

2.25.10