



Town of Griswold

Capital Improvement Committee
Regular Meeting
Selectmen's Meeting Room
November 21, 2019
6:00 PM



MINUTES

1. Roll Call/Call to Order: The meeting was called to order at 6:00 PM

Capital Improvement Committee Members Present:

Brian Baker, Chairman
James Barnie
Dan Webster
Marty Osga

Members Absent:

James Krueger

2. Approval of Minutes

a) June 20, 2019 regular meeting minutes

J. Barnie made a **motion** that was seconded by B. Baker to approve the minutes from June 20, 2019 as presented. All in favor; **motion carried**. D. Webster and M. Osga abstained as they were not present at the June meeting.

3. Public Forum

No one came forward.

4. New Business

a) Discussion and possible action on setting 2020 meeting schedule.

It was discussed that meetings have typically been held on the 3rd Thursday of each month. D. Webster made a **motion** that was seconded by M. Osga to set the meeting schedule for the committee to meet on the third Thursday of each month at 6:00pm. All in favor; **motion carried**.

b) Discussion, review and possible action on 5 yr. Capital Improvement Plan for FY2021-2025.

Sean McKenna, Superintendent of Griswold Schools responded to a few questions that were asked regarding the capital requests submitted by the Board of Education. S. McKenna also inquired about reallocating some of the FY19-20 capital to possibly cover one of the capital items being requested for FY20-21. The PA system for the High School was allocated \$100,000 for FY19-20. The actual cost was approximately \$50,000. One of the capital requests for FY20-21 is \$88,270 for a new student information system. Since the submission of the capital requests, S. McKenna has obtained an additional quote for \$41,960. This quote is only good until February 1, 2020. It was inquired if the savings from the PA system could be reallocated to the student information system for FY19-20. B. Baker replied that any request for reallocation of funds needs to be submitted to the Board of Finance for approval.

5. Old Business

- a) **Discussion and possible action on adding an alternate to the committee.**
The Board of Selectmen responded to the Committee's request to add an additional permanent member. The Board of Selectmen agreed to add an additional member however recommended that the new member be an alternate. J. Barnie made a **motion** that was seconded by M. Osga to table the decision to add an alternate as suggested by the Board of Selectmen and request that the First Selectman come to the next meeting to explain the rationale of the decision to add an alternate as opposed to a permanent member. All in favor; **motion carried.**

6. Any Other Business

J. Barnie commented that in 2016 a 20 year plan was submitted to the Board of Finance. He suggested that this be done again this year.

D. Webster inquired about electing officers. B. Baker replied that it would be added to the following month's agenda. He was waiting for the Board of Selectmen to appoint a member to the committee. An election will be held for Chairman and Vice Chairman. B. Baker informed the committee that he would be stepping down as Chair of the committee.

Lou Demicco, Chief of the Jewett City Fire Department, provided the information that was requested at the previous meeting for SCBA bottle replacement.

- 7. Adjournment:** D. Webster made a **motion** that was seconded by M. Osga to adjourn. All in favor; **motion carried.** B. Baker adjourned the meeting at 6:47pm.

Respectfully Submitted,

Julie Marcotte
Finance Director