Present: Todd Luzi, Nick Manolakis, Tim Murphy, Jim Rooney

Absent: Paul Kukulka

Also present: Nancy Johnson, Town Accountant; Tom Sullivan, Asst. Town Administrator for Budget and Finance; Ron Rauscher, Facilities Maintenance Supervisor; Ed Miga, DPW Director/Town Engineer; Bill Sperrazza, Superintendent of Public Works for Operations

I. Meet with Town Engineer and Superintendent of Public Works for Operations to review DPW capital requests

- Ed Miga and Bill Sperrazza discussed the capital project requests:
  - DPW Building. $500,000
    - Cost is an estimate based on a similar building at the high school
    - Could use the school’s design plans
    - Would replace existing Highway garage
    - Existing building does not have the height needed to work on current model trucks
    - DEP does not allow trucks to be washed outside so the new building would have a wash bay
  - The following five projects could be funded by free cash:
    - Sidewalk improvements $50,000
    - Drainage improvements $50,000
    - Material screen machine $75,000
    - Radios-trucks $30,000
    - Town Office building sewer project study $50,000
- The committee reviewed the capital projects five year plan.
  - The two items scheduled for FY2020 are still priorities:
    - HB1 JCB Backhoe $120,000
    - #26 Highway Intern Dump Truck $200,000
- Reviewed the vehicle replacement plan
- Discussed the use of Retained Earnings from two of the Enterprise Funds to pay for capital items.
  - Water Department:
    - Pickup Truck $50,000
    - Auto Read Meter Upgrades $57,085
    - Brookmont pumpstation improvements $18,000
  - Wastewater Department:
    - Sewer Main Fix $20,000
    - Service Truck Replacement $50,000
○ I & I Program with Camera $90,000
  - Ed informed the committee of the sale of old equipment totaling approximately $25,000 in General Fund revenue.
  - Bill informed the committee that effective 2/1/20 municipalities will be required to comply with all OSHA regulations.

II. Distributed this year’s debt totals and the HWRSD’s five year capital plan

III. Tom Sullivan notified the committee of the Board of Selectmen’s plan to have a study done to determine the needs for all Town buildings.

IV. Tom also informed the committee that we have been declared a Green Community giving us $152,000 to complete an energy study of the Town’s buildings and complete energy saving projects.

V. Next meeting
The committee wants to meet with HWRSD and the Recreation Department to discuss their capital plans. Next meeting scheduled for 2/21/19.

Meeting adjourned 8:35 p.m.

Diane Hamakawa
Assistant Town Accountant