

**Board of Finance
Capital Reserve Committee**

**Meeting Minutes
Tuesday, March 19, 2019
Barkhamsted School**

Attendance: Don Stein, Rob Brainard, Sally Roy, Julia Pattison. Also present were Rich Novak, Jen Prelli-Hester and Jim Agostine.

Meeting called to order at 6:00 PM.

The Selectmen's and Board of Education's proposed projects for FY 19/20 were presented and discussed. These projects are presented in the attached spreadsheet. A contingency of \$20,000 was added into the school heating oil tank project, but is not expected to be needed.

On a motion by Rob Brainard, seconded by Sally Roy, the proposed capital budget of \$339,600 was approved unanimously, with the expectation that \$116,500 will be returned to the Town's general fund through the State reimbursement and by not using the contingency. That would make the net capital expenditure for the coming fiscal year \$223,100.

The meeting was adjourned at 6:30 PM

Respectfully submitted,

Donald S. Stein
First Selectman

	Prior Years	14/15	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25
Capital Reserve -Surplus	18,644	0	0	11,038	11,038	102,270	0	0	0	0	0	0
Capital Reserve Project Appropriation		241,300	237,920	69,000	250,000	335,400	339,600	441,500	390,000	407,000	354,000	240,000
Returned to Reserve Fund												
Additional Capital Contribution						233,130						
CAPITAL ITEMS												
Board of Selectman												
Revaluation	2,700				35,000	35,000					30,000	
Plan of Conservation & Development			30,000									
Town Hall File Server/Computers/Assessors Software							30,000				15,000	
Tax Sale	13,925					15,000						
Town Hall Ramps and Sidewalks							19,000					
Town Hall and School Parking Lot									100,000	100,000		
Replace 1997 Backhoe							65,000					
Excavator Rotating Grapple							65,000					
Mini-excavator												
Mowing Equipment								35,000				
Salt Shed Tent Replacement								10,000				
Senior Center Parking Lot								40,000	40,000			
Senior Center Boiler/HVAC				12,000								
Replace 2001 International								90,000	90,000			
Refurb 2001 International			82,000									
Replace 2015 Foreman's truck (Rich)			50,000					40,000				
Replace 2000 International				45,000	105,000							
Replace 1997 International						180,000						
Replace 2002 International												
Truck Fund												75,000
Subtotal	18,644	192,000	182,000	57,000	140,000	230,000	179,000	215,000	230,000	180,000	145,000	75,000
Board of Education												
Flooring*								99,000	25,000	25,000	133,000	25,000
Technology Upgrades and Replacemeent								17,500				
Bathroom Upgrades					32,200							
Main and Fire Door Replacement						10,000						
Concrete Sidewalks and curbing							46,000					
Floor scrubber					15,000							
Freezer/Cooler										16,000	16,000	
Card Access								14,000				
School Security							40,000					
Fire Panel									10,000			
Windows								60,000	60,000	60,000	60,000	60,000
Tractor/Snowblower								30,000				
Classroom lighting										80,000		
Septic Holding Tank Replacement									25,000			
HVAC System Components									40,000			
Water tank										15,000		
Oil Tank Replacement						95,400	74,600					
Parking Lot repaving												80,000
Chimneys								6,000				
Boiler Circulator/Booster Pumps (1990)			24,500							31,000		
Subtotal	0	49,300	55,920	12,000	47,200	105,400	160,600	226,500	160,000	227,000	209,000	165,000
Total Annual Capital												
	18,644	241,300	237,920	69,000	187,200	335,400	339,600	441,500	390,000	407,000	354,000	240,000
Capital Reserve Surplus - Balance												
	0	0	0	11,038	53,317	102,270	0	0	0	0	0	0
Notes: \$40,000 for school security includes exterior doors, interior locks and is eligible for 50% reimbursement if selected for school security grant.												
School oil tank replacement is eligible for 51% reimbursement as a school construction project, plus there is a \$20,000 contingency in the quote which is not expected to be needed												
With both reimbursements and not using the contingency, approximately \$116,500 will be returned to the Town, making this year's net capital budget ~\$223,100												