

**Board of Finance  
Capital Reserve Committee**

**Meeting Minutes  
Tuesday, February 5, 2019  
Barkhamsted Town Hall**

Attendance: Don Stein, Dave Moulton, Rob Brainard, Sally Roy, Julia Pattison. Also present were Rich Novak and Jim Agostine.

Meeting called to order at 5:57 PM.

- The Committee reviewed the FY 2018/19 Capital expenditures vs. the budget and there were no areas of concern. There may be a small amount of surplus in the Revaluation budgets, but that won't be known until the process is complete and the Board of Assessment Appeals has finished its activity. A small amount of the School Heating Oil Tank replacement is being spent on a consulting engineer, who will provide a plan and an estimate for the replacement project. This will be used in budgeting for the coming year's Capital plan.
- The Selectmen's proposed projects and the Board of Education's project were presented and discussed. These projects and comments from the Committee are presented below:

File Server/Computers/ Assessor's software	\$30,000	This is based on quotes from PC Wizard, the Town's IT consultant and the software providers from Vision and eQuality. The number is being refined, based on a review of the actual computer/server needs that is caused by expiration of support for this equipment due to age.
Equipment Replacement for the Highway Department	\$65,000 – replace 1997 backhoe \$65,000 – purchase a mini-excavator	Both of these pieces of equipment have been requested by the Highway department. Don Stein and Rich Novak will discuss the priority for this equipment and make a final recommendation
Curbing and sidewalk repair	\$18,678 – town hall ramps and sidewalk \$45,930 – school front walkway area and sidewalk on the north end of the school	This is based on a quote from Cannavo Construction in Winsted and is considerably cheaper than previous estimates. Dave Moulton requested that the BOE and BOS consider whether this can be postponed for a year due to other higher priority expenditures in a tough budget year.
School Security	\$40,000	The School has applied for a grant from the State that would pay for half of this expenditure which would replace classroom doors on the exterior of the school and provide door closers/security locks on interior doors. Assuming the grant is approved,

		\$20,000 would be returned to the Town after reimbursement by the State.
Heating Oil Tank replacement	\$50,000-75,000	This project is required by the State due to the current tank being past its 30-year limit. Lenard Engineering will provide an estimate of the total cost, which will then determine the budget for this year, which is additional to the \$95,400 that was appropriated in the current fiscal year. This project qualifies as a school construction project and expected to be reimbursed at 51%. Assuming the grant is approved, \$70,000-90,000 would be returned to the Town after reimbursement.

The BOE and the BOS will review projects, and the approved items will be submitted for approval at the next committee meeting.

The meeting was adjourned at 6:55 PM

Respectfully submitted,

Donald S. Stein  
First Selectman