

LITCHFIELD CAPITAL IMPROVEMENTS COMMITTEE
REGULAR MEETING
TUESDAY, NOVEMBER 19, 2019
LITCHFIELD TOWN OFFICE BUILDING – 7:00 P.M.

Call to Order: Acting Chairman Fran Carpentier called the meeting to order at 7:05 p.m. He had all members introduce themselves, as new members had been appointed by the Selectmen. Members present were Barbara Putnam, Citizen at Large, Michael Kostecki, Citizen at Large, Sean Fogarty, Fire Commission, Raz Alexe, Public Works, Jim Koser, WPCA, John Morosani, BOE, and Denise Raap, First Selectman. All members were administered the oath of office by the Hon. Anne Dranginis. Ed Gadomski arrived at 7:16 p.m. as the Board of Finance appointee and he was sworn by Anne Dranginis. However, the Board of Finance did not address the recommendation yet, so it will be taken up at their next meeting. Mr. Gadomski's appointment by the Board of Selectmen had been tabled. Mr. Gadomski remained but did not vote. Amaechi Obi was absent.

Mr. Carpentier passed out the Capital Improvement Plan Policy adopted on 12/15/09 by the Board of Selectmen and reviewed the rules of the policy with the group.

Approve Minutes: **Regular 1/8/19:** **Motion:** J. Morosani moved and J. Koser seconded a motion to adopt the meeting minutes of 1/8/19. All voted aye and the motion carried.

Election of Officers

a) Chairman: **Motion:** M. Kostecki nominated Fran Carpentier as Chairman, and Sean Fogarty seconded. There were no other nominations. Upon voting, all voted aye and the motion carried.

b) Secretary: F. Carpentier moved to nominate Denise Raap as Secretary, and J. Koser seconded. There were no other nominations. Upon voting, all voted aye and the motion carried.

Review Requests

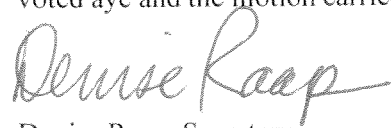
a) Assessor: Kathy Brown explained that the software will need to be converted from one software data base to another that will be supported by Microsoft. This needs to be accomplished by the end of 2020. The cost is \$15,000. E. Gadomski suggested paying for it by pay-as-you-go.

b) Police: There is an existing vehicle that was approved for 2019/20 and they are working on delivery now. There are no more requests until 2023/24.

Review CIC Meeting Schedule: At the next meeting on 11/26/19 they will be reviewing Fire & EMS and Park and Recreation requests.

Fran Carpentier shared additional background on how the capital process works. B. Putnam asked about a 20 year plan. J. Morosani asked about adjusting the threshold from \$10,000 upwards to account for inflation. F. Carpentier said that he has observed that pay-as-you-go usually comes from overages in the operating budget, not from fund balance. Fire & EMS requests will be sent out soon.

Adjournment: **Motion:** J. Morosani moved and R. Alexe seconded a motion to adjourn at 7:47 p.m. All voted aye and the motion carried.


Denise Raap, Secretary