TOWN OF WINDSOR, CONNECTICUT
Special Meeting Notice

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3. During Public Comment if you do not wish to speak you may type your comments into the Q&A feature

AGENCY: **Town Improvements Committee**

DATE: **July 15, 2025**

TIME: **6:30 PM**

PLACE: **Town Hall - Ludlow Room**

AGENDA

1. Call to Order
2. Public Comment
3. *Review and discussion of FY 26-FY 31 Capital Improvements Program
4. Staff Reports
5. Approval of Minutes
    a) *November 14, 2024
6. Adjournment

*Backup materials

Public Act 75-312 requires notice of Special Meetings to be posted in the Town Clerk's Office not less than 24 hours prior to the time of such meeting. No other business shall be considered at this meeting than that listed on this Agenda.

Agenda Item Summary

Date: July 15, 2025

To: Members of the Town Improvements Committee

Prepared By: Peter Souza, Town Manager

Subject: Capital Improvement Program for FY 2026 – FY 2031

Background

The town's six year Capital Improvement Program (CIP) provides a means for planning, coordinating and prioritizing the capital project requests of various departments and agencies. FY 2026 - FY 2031 includes project descriptions and projected costs by fiscal year. Other than projects that are funded through the General Fund operating budget, funding for each of the projects needs to be subsequently authorized by the Town Council, Special Town Meeting or referendum in accordance with the *Town Charter*.

Discussion/Analysis

The information the six year CIP provides regarding the short-term and long-term financial impacts of undertaking projects enables policy makers to balance town priorities with the town's financial capability to pay for identified projects.

The development of the draft CIP has been a challenge this cycle as the macro global economics continue to put significant upward pressures on material, commodity and labor costs as well as availability.

Below are a few highlights of the proposed six-year CIP which totals approximately $126 million in projects:

- The CIP includes approximately $10.2 million for street resurfacing, pavement reclamation, milling, curb replacement, minor drainage improvements and other pavement repair work. In addition, the 6 year period includes major street reconstruction or rehabilitation projects at an estimated cost of $32.4 million. Of the total $42.6 million included for the asset management of town roadways, $11.1 million is planned to come from state and/or federal funding sources.
- Projected debt service ratios based on a five-year financial forecast inclusive of all projects requiring voter referendum, are projected to be within the 8% policy goal in each year of the proposed CIP.
- The proposed CIP identifies $28.8 million in cash-funded projects. The sources for cash funding projects are primarily appropriations from the annual General Fund as well as requests for monies from the Capital Projects Fund Assigned Fund balance and the General Fund Unassigned Fund Balance. The Capital Projects Fund source fluctuates from year to year as that fund is comprised of closed out balances from completed projects.
- The remaining Outdoor Pool Facilities project (Veterans Pool) is scheduled for concept design in FY 2026, full design in FY 2027 and construction funding in FY 2028. This project may require voter referendum depending on the scope of work and phasing.
- The proposed CIP forecasts $80.5 million in new bonding authorization. The 6-year CIP cycle includes three projects that would require voter approval based on current estimated costs. These projects are:

- Milo Pack HVAC, Electrical, and Energy Improvements
- Windsor High School Roof Replacement
- Windsor High School Fieldhouse Renovation

- School related projects total $41.1 million over the 6-year period. Projects range from a fieldhouse renovation, roof replacements, window replacements, envelope improvements, and HVAC updates to boiler renovation/replacement and ventilation updates.

There have been public comments made in recent months concerning long-range planning for school facilities. While there is currently no planning funding included in the draft CIP, this topic is something to be further explored between the Town and Board of Education.

In addition there have been public comments relative to the incorporation of the Broad Street Traffic Calming project into the proposed CIP. Concerns of motor vehicle speeds, accidents, and pedestrian and bicyclist safety remain; therefore, staff believes it is appropriate to include the project in the CIP with a reduced scope of work and estimated cost. The revised scope of work does not include traffic round-abouts and assumes traffic signals at Maple Ave and Batchelder Road are only modified and not fully replaced.

Financial Impact
If funding were to be authorized for all projects listed in the CIP as proposed, annual debt service payments would be expected to increase from roughly $9.8 million in FY 2027 to a peak of $14.8 million in FY 2032. The pay-as-you-go portion of the CIP (which is included in the annual operating budget) ranges from $2.7 million to $3.9 million per year during the 6 year period. The debt service ratios are projected to not exceed the 8% policy goal in any year of the CIP.

Other Board Action
The Capital Improvements Committee (CIC) completed their review of the proposed CIP on June 23. The Committee voted to recommend the approval of the proposed FY 2026-FY 2031 CIP, with a recommended adjustment of moving the Luddy House Fire Protection Installation from Unscheduled to FY 27. That recommendation is incorporated in the proposed plan.

Recommendations
If the Town Improvements Committee is in agreement, the following motion is recommended for approval:

"MOVE to recommend to the Town Council the approval of the FY 2026 – FY 2031 CIP."

Attachments
6-Year CIP Schedule and Unscheduled Projects List
Draft FY 2026- FY 2031 Capital Improvement Program online at:
https://townofwindsorct.com/finance/documents/fy-2026-fy-2031-draft-cip/

Capital Improvement Program

		Project Name	Estimated Project Cost	General Fund	New Bonding Authorization	State & Federal Aid	Enterprise Funds	Other Sources	Changes from FY25 Adopted CIP
		FY 2026							
1	pa	Pavement Management Program	1,025,000	845,000		180,000			
2	pa	Sidewalk and Curb Replacement Program	150,000	150,000					
3	sw	Stormwater Management Improvements	400,000		400,000				
4	c	Fleet and Public Works Equipment Replacement	850,000	850,000					
5	c	Tree Replacement Program	40,000					40,000 [1]	
6	c	Historic Monument and Ancient Cemetery Preservation	130,000	130,000					
7	c	Town Facility Improvements - Core Server Replacements	150,000	150,000					
8	c	Town Hall Roof Replacement (Construction)	744,000		744,000				Update from Greg Rose 2/21/25: Increased from $567,000 to $744,000
9	c	Town Facility Improvements - LP Wilson HVAC Improvements - South Phase 3 (Construction)	2,555,000		2,555,000				
10	c	Town Facility Improvements - Windsor Library Roof Top Unit Replacements (Design)	30,000	30,000					
11	c	Town Facility Improvements - Wilson Library Roof Top Unit Replacements (Design)	30,000	30,000					Construction in FY 28
12	c	Town Facility Improvements - Wilson Library Roof Replacement (Design)	25,000					25,000 [1]	NEW based on assessment
13	c	Town Facility Improvements - Milo Peck HVAC, Electrical, and Energy Improvements (Preliminary Design)	125,000					125,000 [2]	Moved from FY25
9	c	Train Station Boiler Replacement	175,000					175,000 [2]	
14	c	Veterans Memorial Cemetery Expansion & Enhancements	210,000					210,000 [2]	
15	r	Construct Sidewalks - Arterial Roads (Poquonock Avenue (Marshall St. to Tiffany Dr., Design)	75,000					75,000 [1]	
16	r	Day Hill Road Pavement Management (Marshall Phelps Road to Baker Hollow Road, Design)	135,000					135,000 [1]	Reduce from $2,116,400 to $135,000 for Design. Move Construction to FY27
17	r	Marshall Phelps Road Rehabilitation (Bloomfield Ave to Day Hill)	1,353,600			1,353,600			Moved from FY25
18	r	Prospect Hill Road Rehabilitation (Day Hill Road to Lang Road)	1,671,600			1,671,600			Moved from FY25
19	r	Day Hill Road Pedestrian Circulation Enhancements (Marshall Phelps to Helmsford Way, Construction)	265,000					265,000 [1]	Moved from FY25
20	r	Pedestrian Bridge Improvements & Replacement Program	445,000		250,000			195,000 [2]	NEW Project based on condition assessment
21	r	Broad Street Traffic Calming Project	3,230,000			2,980,000		250,000 [2]	Moved from FY 25 and revised without roundabouts
22	rec	Athletic Field Master Plan - Sharshon Park Improvements (Construction)	694,000		694,000				Increase from $637,000 to $694,000
23	rec	Outdoor Pool Facilities Improvements - Veterans Pool (Concept Design)	130,000					130,000 [2]	Split into concept assessment (130k FY 26) & design (250k in FY27)
24	ps	Public Safety Equipment Fund - Poquonock Fire Station - Ladder Truck 2 Replacement	2,490,000	500,000	1,290,000			700,000 [3]	Increase from $1,981,000 to $2,489,375
25	boe	BOE - L.P. Wilson - Main Hall Restroom Renovation (Construction)	880,000		880,000				
26	boe	BOE - Clover Street School Partial Roof Replacement (Construction)	2,422,000		1,332,100	1,089,900			
27	boe	BOE - Oliver Ellsworth School Building Envelope Project	1,948,000		1,948,000				Moved from FY25 increased by 4%. Design Summer of 2025
28	boe	BOE- Poquonock Elementary School Boiler Removal	385,000					385,000 [2]	Moved from FY29 based on School Admin Priority
29	boe	BOE- Poquonock Elementary School Boiler Replacement (Design)	65,000					65,000 [1]	Moved from FY29, Design in FY 26, Construction in FY 27
30	boe	BOE - Windsor High School HVAC Systems Replacement (Design & Construction)	3,815,000		3,815,000				
		Subtotal FY 2026	26,643,200	2,685,000	13,908,100	7,275,100	-	2,775,000	
		FY 2026 Projects Anticipated to Require Voter Approval							
		Subtotal FY 2026	-	-	-	-	-	-	
		GRAND TOTAL FY 2026	**26,643,200**	**2,685,000**	**13,908,100**	**7,275,100**	**-**	**2,775,000**	

[1] Capital Projects Fund Assigned Fund Balance (Total = $605,000)

[2] General Fund Unassigned (Total = $1,470,000)

[3] Public Safety Equipment Fund (Total = $700,000)

Capital Improvement Program

#		Project Name	Estimated Project Cost	General Fund	New Bonding Authorization	State & Federal Aid	Enterprise Funds	Other Sources	Changes from FY25 Adopted CIP
		FY 2027							
1	pa	Pavement Management Program	1,085,000	905,000		180,000			
2	pa	Sidewalk and Curb Replacement Program	200,000	200,000					
3	pa	Pavement Resurfacing at Town Facilities & Schools	300,000		300,000				
4	c	Fleet and Public Works Equipment Replacement	850,000	850,000					
5	sw	River Street - Repair Culvert and Stream Bed (Construction)	750,900		750,900				Increase from $673,000 to $750,900
6	sw	Millbrook Enhancement Project - Stream Stabilization (Construction)	895,000		895,000				Increase from $562,000. Cost to match hydraulic analysis est. & bridge repl. of $300,000 for (2) bridges
7	sw	Pheasant Run Drainage Improvements (Design & Construction)	196,000			196,000			Changed funding source, TAR
8	c	Town Facility Improvements - Luddy House Fire Protection Installation	107,000					107,000 [1]	Moved up from unscheduled
9	c	Town Facility Improvements - Windsor Library Roof Top Unit Replacements (Construction)	466,000		466,000				
10	c	Town Facility Improvements - Wilson Library Roof Replacement (Construction)	255,000	255,000					NEW based on assessment
11	c	Poquonock Firehouse HVAC Replacement - Design	48,000					48,000 [1]	
12	r	Day Hill Road Ped. Circulation Enhancements (Old Day Hill Road, Design)	26,000					26,000 [1]	
13	r	Day Hill Road Ped. Circulation Enhancements (Marshall Phelps from Day Hill to Orange Way, Construction)	282,500					282,500 [2]	Design - FY 26 Sidewalks on Arterial Roads
14	r	Street Reconstruction - Basswood Road (Design)	215,000					215,000 [2]	Changed funding source
15	r	Road Rehabilitation - Design (Hayden Station from Kennedy to Archer)	105,000	105,000					NEW Project identified based on condition. Construction in FY 28
16	r	Palisado Avenue Corridor Improvements and Wall Repairs (Construction)	897,000		897,000				
17	r	Riverfront Trail Project - Phase 1 Construction (East Barber Street to Loomis Property)	1,242,000			993,600		248,400 [2]	
18	r	Day Hill Road Pavement Management (Marshall Phelps Road to Baker Hollow Road, Construction)	2,065,500		2,065,500				Construction moved from FY26
19		Day Hill Road Pavement Management (Addison Road to Northfield Drive, Design)	151,000	151,000					Moved from FY 29
20	r	Day Hill Road Reconstruction (Blue Hills Avenue to Great Pond Drive, Design)	140,000					140,000 [1]	Moved from FY 28, construction in FY29
21	rec	Outdoor Pool Facilities Improvements - Veterans Pool (Design)	250,000					250,000 [2]	Split into concept assessment (130k FY 26) & design (250k in FY27)
22	rec	Replace Tennis/Pickleball Courts at Sage Park Middle School (Design/Build)	1,168,000		1,168,000				
23	rec	Athletic Field Master Plan - Welch Field Improvements`	341,000		300,000			41,000 [1]	
24	ps	Public Safety Equipment Fund	530,000	530,000					
26	ps	Public Safety Equipment Fund - Hayden Station Utility Vehicle Replacement	70,000	70,000					
27	ps	Additional Fire Hydrants	275,000		275,000				
28	boe	BOE - Poquonock School Ventilation Upgrade (Design)	145,000	145,000					Construction in FY 29
29	boe	BOE - School Window Replacement (Design)	105,000	105,000					Construction in FY 28
30	boe	BOE - Oliver Ellsworth Gym Floor Replacement	289,000		289,000				Moved from FY 26
31	boe	BOE - LP Wilson Window Replacement (Design)	60,000					60,000 [1]	
32	boe	BOE - Windsor High School Baseball Field Lighting (Barry Chasen Field, Design & Construction)	370,000		370,000				NEW Project based on assessment from State of CT.
33	boe	BOE - Poquonock Boiler Replacement	1,525,000		1,525,000				Moved from FY 29 based on School Admin Priority
		Subtotal FY 2027	15,404,900	3,316,000	9,301,400	1,369,600	-	1,417,900	
		FY 2027 Projects Anticipated to Require Voter Approval							
34	boe	BOE - Windsor High School Roof Replacement Project (Construction)	9,902,000	-	5,446,100	4,455,900	-	-	
		Subtotal FY 2027	9,902,000	-	5,446,100	4,455,900	-	-	
		GRAND TOTAL FY 2027	**25,306,900**	**3,316,000**	**14,747,500**	**5,825,500**	-	**1,417,900**	

[1] *Capital Projects Fund Assigned Fund Balance (Total = $315,000)*

[2] *General Fund Unassigned (Total = $1,220,900)*

[3] *Public Safety Equipment Fund (Total = $0)*

Capital Improvement Program

		Project Name	Estimated Project Cost	General Fund	New Bonding Authorization	State & Federal Aid	Enterprise Funds	Other Sources	Changes from FY25 Adopted CIP
		FY 2028							
1	pa	Pavement Management Program	1,180,000	1,000,000		180,000			
2	pa	Sidewalk and Curb Replacement Program	225,000	225,000					
3	sw	Stormwater Management Improvements	400,000		400,000				
4	c	Fleet and Public Works Equipment Replacement	875,000	875,000					
5	c	Tree Replacement Program	45,000					45,000 [1]	
6	c	Painting Town Facilities - Interiors and Exteriors	380,000					380,000 [2]	
7	c	Poquonock Firehouse HVAC Replacement	740,000	240,000				500,000 [3]	
8	c	HVAC Roof Top Replacement at Addison Road DPW	335,000		335,000				
9	c	HVAC Roof Top Replacement at 330 Windsor Ave	255,000					255,000 [2]	Change funding source
10	c	Bus Shelter Replacement Program	225,000					225,000 [2]	NEW based on assessment
11	c	Town Facility Improvements - Wilson Library Roof Top Unit Replacements (Construction)	240,000	240,000					Moved from FY 27
12	c	Town Facility Improvements - Windsor Library Roof Replacement (Design)	30,000	30,000					NEW based on assessment
13	c	Town Facility Improvements - Emergency Power Generators Replacement	510,000		510,000				
14	c	Town Facilities Improvements - LP Wilson HVAC Improvements - South Phase 4 (Construction)	2,370,000		2,370,000				Moved from FY 26
15	c	Town Facility Improvements - Veteran's Pool Improvements	3,750,000	-	3,750,000	-	-	-	
16	r	Day Hill Road Pavement Management (Addison Road to Northfield Drive, Construction)	1,534,000		1,534,000				Moved from FY 29
17	r	Kennedy Road Rehabilitation (River Street to I-91, Design)	140,000	140,000					Split with $140,000 for design in FY 28 and $1,952,000 for construction in FY29
18	r	River Street Roadway Rehabilitation (Poquonock Ave to Old River St, Construction)	649,000		649,000				
19	r	Road Rehabilitation - (Hayden Station from Kennedy to Archer, Construction)	1,320,000		1,320,000				NEW Project identified based on condition
20	r	Riverfront Trail Project - Phase 2 Design (Loomis Property to Town Center)	226,000	226,000					
21	ps	Public Safety Equipment Fund	360,000	360,000					
22	boe	BOE - L. PWilson Roof Replacement Project - North End (Construction)	2,900,000		2,900,000				From Greg Rose 2/21/25: Increased from $2,400,000 to $2,900,000 Moved from FY 26
23	boe	BOE - School Window Replacement (Construction)	1,073,000		1,073,000				
24	boe	BOE - Windsor High School Gymnasium Bleacher Replacement	260,000	260,000					New Project
25	boe	BOE - Sage Park Middle School Gymnasium Floor Replacement	180,000	180,000					New Project
26	boe	BOE - School Emergency Generators (Design)	310,000					310,000 [1]	
27	boe	BOE - Oliver Ellsworth School - Code Compliance Upgrades (Design)	50,000	50,000					Split Design In FY 28 and Construction in FY 29
		Subtotal FY 2028	20,562,000	3,826,000	14,841,000	180,000	-	1,715,000	
		FY 2028 Projects Anticipated to Require Voter Approval							
28	c	Town Facility Improvements - Milo Peck HVAC, Electrical, and Energy Improvements (Construction)	3,995,000		3,995,000				Moved from FY 26
		Subtotal FY 2028	3,995,000	-	3,995,000	-	-	-	
		GRAND TOTAL FY 2028	**24,557,000**	**3,826,000**	**18,836,000**	**180,000**	**-**	**1,715,000**	

[1] *Capital Projects Fund Assigned Fund Balance (Total = $355,000)*

[2] *General Fund Unassigned (Total = $860,000)*

[3] *Public Safety Equipment Fund (Total = $500,000)*

Capital Improvement Program

		Project Name	Estimated Project Cost	General Fund	New Bonding Authorization	State & Federal Aid	Enterprise Funds	Other Sources	Changes from FY25 Adopted CIP
		FY 2029							
1	pa	Pavement Management Program	1,200,000	1,020,000		180,000			
2	pa	Sidewalk and Curb Replacement Program	250,000	250,000					
3	pa	Sidewalk Installation - Poquonock Avenue (Marshall St. to Tiffany Dr., Construction)	394,000		394,000				
4	pa	Pavement Resurfacing at Town Facilities & Schools	317,000		317,000				
5	c	Fleet and Public Works Equipment Replacement	900,000	900,000					
6	c	Historic Monument and Ancient Cemetery Preservation	150,000					150,000 [1]	
7	c	Mill Brook Clubhouse Improvements	1,585,000		1,585,000				
8	c	Town Facility Improvements - Windsor Library Roof Replacement (Construction)	359,000	359,000					NEW based on assessment
9	c	Bus Shelter Replacement Program	225,000					225,000 [2]	NEW based on assessment
10	c	Data Production Storage Replacement	294,000					294,000 [2]	NEW Project
11	r	Route 305 Corridor Improvements (Concept Design)	350,000	350,000					Reduced from $625,000. Revised scope
12	r	Day Hill Road Reconstruction (Blue Hills Avenue to Great Pond Drive, Construction)	1,971,000		1,971,000				Split with $140,000 for design in FY 28 and $1,971,000 for construction in FY29
13	r	Kennedy Road Rehabilitation (River Street to I-91, Construction)	1,952,000		1,952,000				Split with $140,000 for design in FY 28 and $1,952,000 for construction in FY29
14	r	Street Reconstruction - Basswood Road (Construction)	2,143,000		2,143,000				Moved from FY 28
15	r	Pedestrian Bridge Program Design	100,000					100,000 [2]	NEW Project based on assessment
16	rec	Washington Park Improvements (Design)	100,000	100,000					
17	ps	Public Safety Equipment Fund - Engine 1 Replacement	1,800,000	600,000	1,200,000				NEW
18	boe	BOE - Windsor High School Fieldhouse Renovation (Design)	300,000	300,000					Moved design from FY 28, construction in FY 31. Funding source changed
19	boe	BOE - Oliver Ellsworth School - Code Compliance Upgrades (Construction)	310,000		310,000				Split Design In FY 28 and Construction in FY 29
20	boe	BOE - Poquonock School Ventilation Upgrade (Construction)	3,670,000		3,670,000				
		Subtotal FY 2029	18,370,000	3,879,000	13,542,000	180,000	-	769,000	
		FY 2029 Projects Anticipated to Require Voter Approval							
									Moved from FY 29
		Subtotal FY 2029	-	-	-	-	-	-	
		GRAND TOTAL FY 2029	**18,370,000**	**3,879,000**	**13,542,000**	**180,000**	**-**	**769,000**	

[1] *Capital Projects Fund Assigned Fund Balance (Total = $150,000)*

[2] *General Fund Unassigned (Total = $619,000)*

[3] *Public Safety Equipment Fund (Total = $0)*

Capital Improvement Program

		Project Name	Estimated Project Cost	General Fund	New Bonding Authorization	State & Federal Aid	Enterprise Funds	Other Sources	Changes from FY25 Adopted CIP
		FY 2030							
1	pa	Pavement Management Program	1,265,000	1,085,000		180,000			
2	pa	Sidewalk and Curb Replacement Program	250,000	250,000					
3	sw	Stormwater Management Improvements	450,000		450,000				
4	c	Fleet and Public Works Equipment Replacement	900,000	900,000					
5	c	Bus Shelter Replacement Program	225,000					225,000 [2]	NEW based on assessment
6	r	Intersection Improvements - Capen Street & Sage Park Road (Design)	125,000	125,000					Price reduced from $150,000 to $125,000
7	r	International Drive (West End) Rehabilitation (Seymour Road to Rainbow Road, Design)	150,000					150,000 [2]	NEW Construction in FY 31. Moved from Unscheduled.
8	r	Pleasant Street Boat Launch Reconstruction	710,000		710,000				
9	r	Riverfront Trail Project - Phase 2 Construction (Loomis Property to Town Center)	3,052,000			3,052,000			
10	r	Rainbow Neighborhood - Road Reconstruction (Design)	550,000		550,000				
11	r	Day Hill Road Ped. Circulation Enhancements (Old Day Hill Road, Construction)	378,500		378,500				
12	r	River Trail Windsor Center Pedestrian Bridge Replacement	940,000		940,000				NEW Project based on assessment
13	rec	Washington Park Improvements (Construction)	500,000		500,000				
14	rec	Athletic Field Improvements - Northwest Park	360,500		360,500				
15	ps	Public Safety Equipment Fund - Rescue 2 Replacement	2,000,000	500,000	1,500,000				NEW
16	ps	Public Safety Equipment Fund	600,000	600,000					
17	ps	Additional Fire Hydrants	284,500					284,500 [1]	
18	boe	BOE - Windsor High School Emergency Power Generator Replacement	415,000	415,000		-	-	-	Changed funding source
		Subtotal FY 2030	13,155,500	3,875,000	5,389,000	3,232,000	-	659,500	
		FY 2030 Projects Anticipated to Require Voter Approval							
		Subtotal FY 2030	-	-	-	-	-	-	
		GRAND TOTAL FY 2030	**13,155,500**	**3,875,000**	**5,389,000**	**3,232,000**	**-**	**659,500**	

[1] Capital Projects Fund Assigned Fund Balance (Total = $284,500)

[2] General Fund Unassigned (Total = $375,000)

[3] Public Safety Equipment Fund (Total = $0)

Capital Improvement Program

		Project Name	Estimated Project Cost	General Fund	New Bonding Authorization	State & Federal Aid	Enterprise Funds	Other Sources	Changes from FY25 Adopted CIP
		FY 2031							
1	pa	Pavement Management Program	1,680,000	1,500,000	-	180,000	-	-	
2	pa	Sidewalk and Curb Replacement Program	275,000	275,000	-	-	-	-	
3	pa	Pavement Resurfacing at Town Facilities & Schools	500,000	-	500,000	-	-	-	
4	c	Fleet and Public Works Equipment Replacement	925,000	925,000					
5	sw	Stormwater Management Improvements (Deckers Brook)	500,000	500,000					NEW
6	r	International Drive (West End) Rehabilitation (Seymour Road to Rainbow Road, Construction)	2,500,000		2,500,000				NEW Design in FY 30. Moved from Unscheduled.
7	r	Intersection Improvements - Capen Street & Sage Park Road (Construction)	867,000	-	867,000	-	-	-	Design in FY 30
8	c	Town Facilities Improvements - Hayden Fire Station Roof Replacement (Design)	60,000	60,000					NEW Moved from Unscheduled.
9	c	Town Facilities Improvements - DPW Roof Replacement (Design)	86,000					86,000 [1]	NEW Moved from Unscheduled. Changed funding source.
10	r	Wilson Park & Sharshon Park Pedestrian Bridge Replacement	500,000	-	500,000	-	-	-	NEW Project based on assessment
11	ps	Public Safety Equipment Fund	600,000	600,000	-	-	-	-	NEW
		Subtotal FY 2031	8,493,000	3,860,000	4,367,000	180,000	-	86,000	
		FY 2031 Projects Anticipated to Require Voter Approval							
12	boe	BOE - Windsor High School Fieldhouse Renovation (Construction)	10,000,000		10,000,000				Moved construction from FY 29, design in FY 29
		Subtotal FY 2031	10,000,000	-	10,000,000	-	-	-	
		GRAND TOTAL FY 2031	**18,493,000**	**3,860,000**	**14,367,000**	**180,000**	**-**	**86,000**	
		Total CIP Program FY 26 - FY 31	**126,525,600**	**21,441,000**	**80,789,600**	**16,872,600**	**-**	**7,422,400**	

[1] *Capital Projects Fund Assigned Fund Balance (Total = $86,000)*

[2] *General Fund Unassigned (Total = $0)*

[3] *Public Safety Equipment Fund (Total = $0)*

List of Unscheduled Projects FY26 - FY31 CIP

Road Reconstruction/Transportation System Projects	Estimated Cost*	
Audible Pedestrian Crosswalk Signals	45,000	
Day Hill Road Capacity Improvements - Right Turn Lanes (Design)	106,000	
Day Hill Road Capacity - Right Turn Lanes (Construction)	334,000	Design FY28
Traffic Signal at Windsor Avenue and Corey Street	637,000	
Archer Road Safety Improvements	826,000	
East Granby Road Relocation	2,186,000	
Pond Road/Indian Hill Road - Street Reconstruction	2,666,000	
Plymouth Street Culvert	3,545,000	
Pedestrian Bridge Over Railroad Tracks - Windsor Center	3,717,000	
Day Hill Road/Blue Hills Ave. Extension Roundabout Construction	4,813,000	
Rainbow Road - Street Reconstruction	5,057,000	Design FY30
Construct Sidewalks Along Arterial Roads	5,135,000	Design FY27
Construct Sidewalks Along Collector Roads	5,411,000	Design FY29
Day Hill Road Capacity Improvements - Lane Widening from Addison Rd to I-91 (Const.)	5,434,000	
Route 305 Corridor Improvements	9,503,000	
Construct Sidewalks Within 1 Mile of Schools	33,892,000	
Subtotal	83,307,000	

Community Facilities and Assets	Estimated Cost*
Silver Birch Pond Improvements	176,000
Milo Peck Roof Replacement	312,000
Milo Peck Discovery Center Restroom Renovation	561,000
Streetlight Replacement, Energy, and Maint. Cost Reduction Program	3,439,000
Town Center Parking Garage	15,728,000
Subtotal	20,216,000

Pavement Management	Estimated Cost*	
Ongoing	-	
Subtotal	-	
Public Safety		
Utility Vehicles	392,000	
Rainbow Firehouse - Engine Tanker Replacement	1,019,000	
Additional Fire Hydrants	1,390,000	
Subtotal	2,801,000	
Park Improvements		
Skate Park Improvements	276,000	
Northwest Park Activity Pavilion	331,000	
Athletic Field Improvements - Fitch Park	603,000	
Subtotal	1,210,000	
Stormwater Management Improvements		
None	-	
Subtotal	-	
I-91 Ramp Improvements		
Ramp Modification at I-91 & Route 75/Day Hill Road	67,879,000	State/Federal Funds
Subtotal	67,879,000	
Board of Education		
Sage Park Middle School Parking Lot Improvements	724,000	
Subtotal	724,000	

* Estimate in current dollars: includes 20% contingency and 1.5% bonding costs

TOWN OF WINDSOR
First in Connecticut. First for its citizens.

TOWN IMPROVEMENTS COMMITTEE
November 14, 2024
Ludlow Room
Special Meeting
HYBRID Meeting

UNAPPROVED MINUTES

1. CALL TO ORDER

Acting Chair Mary Armstrong called the meeting to order at 6:32 p.m. Present was Councilor William Pelkey and Councilor Leroy Smith

Staff: Peter Souza, Town Manager; Scott Colby, Assistant Town Manager; Mark Goossens, Director of Public Works; Marco Aglieco, Building & Facilities Manager; Suzanne Choate, Town Engineer; Jenna Zinky, Engineer; Carlos Rosario, Facilities Manager – Board of Education; Ryan Matthews, Windsor Volunteer Fire Department, and Dan Savelli, Windsor Volunteer Fire Department

2. PUBLIC COMMENT - None

3. REVIEW OF FY 25 CAPITAL PROJECTS

Town Manager Souza gave an overview of the FY 25 Capital Projects:

Similar to most years, the FY 2025 capital plan includes a diverse set of projects. Some of the smaller projects, studies, or design phases are identified for cash funding, while other projects will be bond financed. The FY 2025 CIP also continues the town's focus on a multi-year asset management approach. Staff will continue to refine project scopes and cost estimates. It is anticipated that through the first quarter calendar year, the Town Council will be asked to consider funding appropriations or bond authorizations for these projects.

Councilor Pelkey commented about the sidewalks at Wilson Park.

Councilor Pelkey asked what we do to protect the grass over the winter for the Clover Street Field Improvements. Suzanne Choate stated there is temporary fencing to protect the field.

Councilor Pelkey asked if sod is put down at Sharshon Park as part of the field improvements project and will it allow individuals to use the field immediately. Town Manager Souza stated that it would require less than one growing season but would need some time to rest.

Councilor Smith asked if the Town Improvements Committee will review the possible options. Town Manager Souza stated that yes, they would have to make a full recommendation to the full Town Council.

Councilor Armstrong asked if the Pedestrian Bridge Assessment will be for each of the bridges within the parks. Town Manager Souza stated that depending on the need they will review each pedestrian bridge and then provide a master plan for repair and replacement.

Councilor Armstrong also asked about the traffic signal at Wilson Park.

Dan Savelli walked through the Engine 8 replacement and ensuring that this piece of apparatus was more versatile in use. Town Manager Souza spoke about the replacement of Engine 8. Councilor Armstrong asked if the vendor will lock in a price even though it is a long lead time. Town Manager Souza said yes, there would be language in the contract that would lock that pricing in. Councilor Pelkey asked what will happen with Engine 8 after the new apparatus arrives. Town Manager Souza stated that we do attempt to auction these, sometimes smaller municipalities purchase them.

Councilor Pelkey stated for the Public Works equipment, how do we decide when vehicles are replaced? Town Manager Souza said that we look at annual mileage and maintenance costs to prioritize what is getting replaced. Mark Goossens and John Marks are working on the fleet replacement for the smaller vehicles as well. Councilor Armstrong and Pelkey commented on how the vehicle fleet looks very well maintained.

Councilor Pelkey asked whether the Town has thought of getting rid of the property. Town Manager Souza stated there have been discussions of options for the building and that there are some challenges including the historic district proximity, being located on one parcel, and future use of the space/constraints.

Councilor Armstrong asked what the life expectancy was for the new boiler at Milo Peck. Marco Aglieco stated that the boiler has a 20–25-year life expectancy.

Councilor Pelkey asked if there are property concerns with the right-a-way for both Marshall Phelps and Prospect Hill Road projects. Town Manager Souza stated that he doesn't see any issues for needing to acquire property easements, but at this point it is very conceptual.

Councilor Pelkey asked if the exhaust elements of the Wilson Firehouse project will fix the icing issues. Marco Aglieco stated that they should resolve that issue.

Councilor Pelkey commented about the funding for the Broad Street Road Diet. Town Manager Souza walked through the funding sources and referendum process.

4. STAFF REPORTS - None

5. APPROVAL OF MINUTES

a) July 24, 2024

MOVED by Councilor Armstrong and seconded by Councilor Pelkey to approve the minutes of the July 24, 2024 meeting as presented.

Motion Passed 3-0-0

6. ADJOURNMENT

MOVED by Councilor Pelkey and seconded by Councilor Armstrong to adjourn the meeting at 7:54 p.m.

Motion Passed 3-0-0

Respectfully Submitted,

Scott Colby
Recording Secretary