

**CAPITAL IMPROVEMENTS COMMITTEE
SPECIAL MEETING
JUNE 23, 2025
LUDLOW ROOM
HYBRID MEETING**

UNAPPROVED MINUTES

1. CALL TO ORDER

Chairman Randy Graff called the meeting to order at 6:30 p.m.

Present: Randy Graff, Jim Bennett, Brian Bosch and Julian Bembry (via zoom)

Staff: Peter Souza, Town Manager; Suzanne Choate, Town Engineer; Marco Aglieco, Facilities Manager; Paul Norris, Director of Recreation Services (via Zoom); Todd Sealy, Town Planner; Paul Goldberg, Fire Administrator; Jenna Zinky, Assistant Town Engineer; Mark Goossens, Director of Public Works; Carlos Rosario, BOE Physical Plant Manager; Danielle Batchelder, BOE Chief of Operations; and Steve Bianchi, Fire Chief.

2. PUBLIC COMMENT

Paul Panos, 48 Brookview Road, stated that he would like to address the Broad Street Traffic Calming project. He said that he doesn't know if this is the appropriate place to do this. He said that it seems like it would be more of a Town Council issue. He went on to say that this idea is not appropriate for Windsor's downtown area because it does not have a good parallel street. He stated that when traffic is high, it's completely the downtown Broad Street that is fed from the north by three main highways, Palisado, Bloomfield and Poquonuck Avenue. From the south, it's the double lane each way on Connecticut Route 159. So, there's no convenient parallel road around the center like Iron Horse Boulevard in Simsbury to take overflow traffic if you have only one lane down the center. He also stated that dropping to one lane will result in a serious backup of vehicles during the morning and afternoon rush hours and downtown will become clogged with cars. It'll mean that impatient drivers will want to run through the red lights even more now and they'll drive closer behind others out of impatience. The plan for the rotaries will be more dangerous for pedestrians. The purpose of this Traffic Calming Road Diet was to promote pedestrian traffic safety. Rotaries are contradictory to that purpose. Rotaries are fine where there's little pedestrian traffic, such as the two little rotaries on Prospect Hill, but not in the center. Rotaries are apparently safer for busy intersections where a left-hand turn can result in collisions with oncoming traffic. This is not the situation that is being proposed. He named a few intersections and stated these aren't intersections where rotaries are not practical, because there are turns into side streets that do not have a lot of traffic through them. He went on to speak on a few more topics.

George Slate, 74 Ethan Drive, said he believes they should add the Speed Enforcement Cameras project to their list of projects. He believes that this should happen in the next fiscal year if it happens. He stated that he spoke with the Town Manager earlier regarding getting a full list of each year of the roads that would be repaved, and that would comprise 20% of the roads in the town. He said that the Town Manager indicated that he has got a

new methodology to get 100%. He also stated that he is not sure of the status of the landfill. He believes it's been 10 years since they accepted stuff for the landfill, and that's been subject to some meetings somewhere down the line. He knows that recently with the Baker Hollow paving project, that he has heard that there's one last dirt road here in town. He presumes, that will be paved at some point as well. He said his own personal view, since the big six development projects that got abatements also entail heavy usage, or at least four of them do. The town should commit to repaving Kennedy Road between Route 20 and 91 Day Hill Road. So, they get some money for all the massive property taxes that they pay. He stated that he just calculated it today. It's about \$17.5 million for this year. Mr. Slate said that he would like for them to describe each of our schools, parks, and buildings, and indicate one for the schools what the replacement cost might be, but more importantly, for the CIP (Capital Improvements Program) indicate which items each year fall under that, each of those schools, parks, and buildings. Mr. Slate stated the page in the CIP booklet that it indicates projects by category. It'd be nice to see the full list of the 10-30 projects that make up the Board of Education and the rest of them indicated by building and by year that the town projects deal with. He stated that the agenda item summary did cover what he put for his fourth item, which was, if everything is approved, and he knows it's never all approved that your debt service would go from \$9 million a year to \$15 million a year. It's nice to see that. Mr. Slate said that his last comment will be that when he goes back and looks at the minutes for this committee and Town Improvements Committee there are very few public comments have ever been made. The minutes have been pretty brief but it's good to see CIP (Capital Improvements Program) getting some attention.

Dave Mourad, 45 Prospect Street, stated that he would like to speak in support of two of the projects in the CIP (Capital Improvements Program). The Riverfront Trail project and the Broad Street Traffic Calming project. He believes that it is a brilliant idea and it is needed. He said that one of the reasons is, is that he used to be an avid biker trying to get to Hartford and there's currently not a great way to do it. He agrees that there does need to be some more enforcement traffic cameras as well. He stated the other reason why he supports the Riverfront Trail project is because there really isn't a safe way to get to Hartford except for using Mass transit, which is great but if you want to do this on your own, you've got to drive, and even that's treacherous. Or if you want to take a bike, your life is in your own hands. Having something that's dedicated to nonvehicular traffic is an essential. This is a project that we're seeing developed all over the State and all over the country, and it's about time that our opportunity comes and we capitalize on it. He brought up the concern on the traffic signal lights. He stated that when he is walking, he always hesitates before he crosses the streets because he doesn't have any confidence in the traffic here. He stated that something needs to be done about that. This is why one of these projects got full support of Windsor Center. He said that Windsor Center individuals overwhelmingly supported the referendum. It was the other neighborhoods that didn't see the wisdom in it. He said they need to make it safer for everyone to walk. He also stated that he almost got struck by a car trying to take a right turn and that these things happened all the time. He's hopeful that these projects get some merit and he is in full support for them.

Ray Coppola, 72 Wilton Road, said that he takes frequent walks into the center of town multiple times a week and that he believes that the center of town looks safe, even in this day and age when people are driving crazy. He went on to say that the Broad Street Traffic Calming project doesn't make any sense to him.

Leonard Lockhart, 57 Columbia Road, stated that he wears several hats so he wanted them to understand the comments that he will be making is on behalf of himself and not those organizations that he represents. He started off by saying that he would like to see more paving in the town. There are some roads that are in rough shape, and it's not reflective of Windsor. He understands Windsor does not have an infinite pot of money, but at the same time when people come to Windsor, there's a certain experience that's expected, and that should be displayed. He said when you walk into our buildings, as well as our schools, it should be welcoming, and it should be reflective of who we are and what we're trying to portray as a town. He wanted to say thank you for the refresh project that just got completed at Wilson Firehouse, which started here and came through the CIP process. He stated that on the Board of Education side, he is not speaking for the board, but as a board member, he wants to thank them for the work that they put into our buildings. He said that he understands that they don't own the buildings, but they operate within the buildings and there's a lot of investment that is placed into those buildings. So, to that point the town buildings have aged and he would love for us at some point to come together as a community, as well as a public entity to see what we can all do to update the physical infrastructure. He is concerned about the fact that sometimes they put a lot of band-aids on things to the point that we're praying that there's no catastrophic failure of any physical plans within our buildings. He stated that this is going to be a community effort. This is not something for the CIP committee, but it's something for the committee to understand. Where do we want to be, and where are we going? With the understanding that we don't have an infinite amount of money, but at the same time we have a responsibility to provide a clean, safe, healthy environment for our citizens, taxpayers, and those that come through our town. Mr. Lockhart thanked the committee again for everything that they do.

Keller Glass, 72 Hayden Avenue, stated likewise he also wears many hats here in the town and this is just his personal thoughts on the issues. He wanted to speak on the Broad Street Traffic Calming project. He stated that the *Charter* states that projects over a certain dollar figure go to a referendum. The project that is before you is below that limit, and is also reduced. He stated, that from his understanding, the rotaries are not included in that anymore. He also stated that the residents who live in the center voted in favor of this project because, we who live here, recognize the safety issues. There was a lot of misinformation going around about the safety concerns on this roadway during the referendum process. He took it upon himself to reach out to the Windsor Police Department to get some actual information from them. He said between 2015 and 2025, there were 135 total collisions on the street, so that averages out to a little more than one per month and of that about 12% included involved an injury. He said that was a lot and like he said in previous meetings, you have a lot of State highways that converge on this neighborhood. They're going through town. People are expecting to be driving at high speeds. But, unlike other areas in this town with state roads, there's five crossings within a quarter mile and this is the main commercial center of town. He said that we really need to slow the traffic down there.

Dr. Linda Alexander, 155 Fieldstone Drive, stated that she was reviewing the notes for the special meeting, and she noticed that the traffic calming project is on the agenda. She said that she is aware that there has been concerns for years since she was involved with First

Town Downtown since 1999, and there are many different opinions about the right thing to do. She stated that a lot has changed in the past 26 years and they will continue to change, as there is more building taking place which will increase the number of people and cars wanting to use the roads through Windsor Center. She said that it is unrealistic to think that this will not change the traffic patterns and the need to access the roads to get to work, for medical care, and for life's necessities. She also said that we all view cars as a necessity. She stated that a few months ago the voters soundly defeated the plan on the table to narrow the road and put in roundabouts. According to our *Charter*, the voters are at the top of the organization chart not the mayor, the town manager, the town attorney, or the town council. It's the voters who have the final say, and they said no to the plan. She doesn't believe this plan will solve the problem of speeding. She stated that other towns are using speed cameras and red-light cameras. She supports these as long as they are accurate. She believes in using tickets and fines to deter people who are speeding and putting others at risk.

Jeremy Halek, 1890 Poquonock Avenue, said that he just wanted to comment on the Road Diet. He stated that he supports the speed cameras and more law enforcement presence in that area as well. He believes they should also look into placing speed bumps to slowing down traffic as well. He feels like everyone else feels that this issue should be a nonissue because the voters have already spoken.

Susan Miller, 130 Palisado Avenue, stated that she is in full support of this project. She said that she likes to walk into town but is not so thrilled about crossing the streets. It makes her nervous because she sees the cars zooming through the town. She asked for them to keep this plan because she believes that it is an important safety measure. She also wanted to state that she fully supports the comment Mr. Lockhart said regarding the schools. She would like to see the CIP start putting replacement projects for the schools on their plan.

Neil Chaudhary, 21 Hillcrest Road, echoed his support regarding the Broad Street Road Diet. He stated that he is excited about what it could pertain for pedestrian safety downtown as well as shaping an environment that will create development for business down town. He thanked everyone for their time and for all their work on this report and everything it entails.

James Chabot-Weingart, 20 Tiffany Drive, stated his family just moved to Windsor from Mansfield back in December. He said that he noticed there are a lot of HVAC design, improvement replacement plans, and he just wanted to make sure that in the design and implementation phases they're including the ventilation and filtration measures that would help abate respiratory illnesses. Especially, at L.P. Wilson, so we can make sure that our seniors at the Senior Center are protected against any kind of airborne communicable diseases. He said that anytime HVAC comes up in any of the schools or libraries where children might be present, we want to make sure that our vulnerable populations are cared for. He also wanted to speak about the Broad Street Traffic Calming measure. He stated that about 13 years ago in Mansfield they put in a slightly analogous traffic calming measure into place on another State highway right in front of E.O. Smith and the University. He stated that he drove that every day for 13 years and found that it helped out a lot. He also stated that it is not quite the same, the slightly narrower roadway, but it does have a lot of crossings in a short period and having an island in the middle with the sidewalks and the

different flashing lights. He said that it helped a lot with all of the students and out of town people who were coming to make sure that they were driving in a safe way. Having those constraints there works on a subconscious level, and it just helps people realize that they are in a crowded area and that they are no longer on a winding 50 mile an hour state highway.

Eric Weiner, 130 Palisado Avenue, stated that he believes the town would benefit greatly to what George Slate alluded to. He said instead of just having a line-item list of projects that are happening each year, can we have a holistic view of each building and spell out what it needs over the years, so that you can go and evaluate the building as a whole. He stated that it has never made sense to him to put in a brand new HVAC system without looking at the energy efficiency of the building envelope first. If you don't bring the building envelope's efficiency up to today's capabilities, you're actually going to be oversizing any HVAC system that you're putting in and spending more money on it than necessary. He went on to give an example of the HVAC system at Milo Peck Elementary School. He stated that he would love to see them run through a sustainability filter. He would like for them to look into environmentally efficient and a sustainable path going forward, along with looking at any of these projects and what the total lifetime cost will be that seems to be lost in how these projects are analyzed.

Jeanette Coffin, 35 Hobson Avenue, stated that the Road Diet was defeated in the referendum in March, just a few months ago. Seeing this issue come back is a little frustrating. She said that there are 197 new apartments that are going to be filled in a very short period of time, reducing the number of traffic lanes in downtown. She doesn't think it is a good idea.

Rush H. Turner III, 742 Kennedy Road, stated that although the rotaries were voted down, he still believes that the road diet can be accomplished in different ways. He believes that they should add new islands in and cut down the lanes in both directions. He said that he doesn't believe that the rotaries will work especially for the Fire Department and the plow trucks who plow the State roads. He suggested that they come up with three different scenarios to show everybody in town. One scenario with a rotary, the second with islands and traffic with one lane of traffic. He stated that he is in favor of the Road Diet.

John Bagley, 1000 Buxton Court, said that he thinks the slimming project is a terrible idea. He gave the example of South Deerfield, Massachusetts and said they do a fantastic job with their historic district. Windsor has changed so much since he was younger. He feels is the slimming project goes through, it will create more traffic because now anybody coming down the road that is going to want to pull into one of these side streets, everybody's going to be stopped behind them. As embarrassing as the center appears to him right now, that would just further harm it.

Armando Gomes, 35 Ridgewood Road, stated he lives downtown. He's two blocks away. He thanked them for all the hard work they are putting into this project. He walks on a regular basis no less than five miles per day. When he comes to Broad Street, sometimes the blinders don't often stop vehicles from coming. Sometimes the flags that you want us to carry across the street is a bit embarrassing and they aren't on the right side of the street for someone to carry. There are 190 plus apartments coming into the

downtown area. He hopes that they would want them to walk the streets to support businesses on those streets, to enjoy the library, the park, get groceries, etc. To do so, they have to have a safe, walkable street which we currently don't have. We're talking about a quarter of a mile. When we are talking about accidents on I-91, let's be honest. How often do they happen? When they do happen, you're only inconvenienced for a couple of hours. We're talking about 365 days here. He says leave it in. He's in full support of it.

3. REVIEW OF DRAFT FY 2026-2031 CAPITAL IMPROVEMENTS PLAN

Town Manager Souza introduced the staff at the meeting. He gave a brief overview of the 6 year CIP. The town has had a capital improvement program (CIP) for over two decades now. We update it each year and that process includes getting feedback from the departments. We asked boards and commissions if they have any additional projects that they would like to be considered to be incorporated into the six year plan.

Town Manager Souza stated the committee is appointed by the Town Council, set up by the *Town Charter* to have at least one member of the Public Building commission, and then 2 regular members and an alternate member for a total of 4. The goal of this committee is to provide consideration, feedback, and suggested alterations to the draft CIP both to the Town Manager and the Town Council. Once it goes to the Town Council, the Town Council has traditionally referred it to their subcommittee known as the Town Improvements Committee. The Town Improvements Committee spends time reviewing it and then they bring it back to the full Town Council for adoption. This is a living document and it changes, but the first year and second year are probably closer to being firm, but there are alterations as different considerations come into play during the course of the fiscal year. The overall goal is to use the program to coordinate projects as well as understanding the long range financial impacts of the CIP.

Town Manager Souza reviewed the Capital Improvements Plan format and noted the various funding sources for projects. The total 6 year plan shows \$126 million worth in possible projects with \$80 million being suggested to be funded through bonding and approximately \$43 million worth of projects in school facilities.

Chairman Graff and committee members reviewed the draft Capital Improvements Plan.

FY 2025 – current year

Town Manager Souza stated that in FY 25, we have 19 projects underway that have either been in design that are out to bid or are in construction. Of those 19 projects total, it's just under \$10 million in construction value.

Chairman Graff stated that this document is put together by staff based on the input of the different entities that the Town Manager mentioned. They are an advisory group and don't make a decision on the project. They make a recommendation to the Town Manager and the Town Council. The final decision rests with the Town Council.

FY 2026

Mr. Bosch stated that he has a few thoughts and suggestions. This might be nit picky, but on Page III, he sees that the timelines for the CIP and one of the items on the timelines is getting the CIP packet in January or February, correct? The Capital Improvements Committee received them in June. Maybe that is old information? Chairman Graff stated that was the goal to have it done before the end of the year. Unfortunately, a lot has changed and it has to do with availability of staff and things like that. It's become a big project for the town staff. Town Manager Souza said that is still the town's goal and aspiration to get the packet out to the Capital Improvements Committee in January or February.

Mr. Bosch said it would be easier for him if the projects were slated as categories. The unfunded projects that are not part of the 6 year plan, or by category, would be kind of neat to know and will save him the trouble of going through it. He would also like to know if something has been bumped up a number of years that'd be good to know or if something was supposed to be done this year and fell back, for years one and two particularly. The last thing would be to know what happened with the FY 2025 projects. He sees some of them in FY 2026 so they didn't happen. He'd like an explanation as to why we couldn't do those projects in a summary form.

Mr. Bennett stated for FY 26, he has a couple of questions. Line 13 is the Milo Peck HVAC projects. It's got preliminary design. Why are we back to preliminary design? Town Manager Souza stated that they did replace the old cast iron boiler as it was old and developing cracks. The preliminary design is to step back and look at the building envelope and also reexamine if there's opportunities to make sure that we are addressing the previous questions related to if any of this can be renewable energy components and also what the building envelope from an energy efficiency perspective and get that assessment done. We do have design that has been in place in the past, and to try to be able to update that design. So, we may not have to go to full design.

Mr. Bennett asked about Line item 21 Broad Street Traffic Calming project. That's the big topic of you've got it in for 2026 under construction. Is it in the process? Town Manager Souza said the project that is outlined here does not include the rotaries or roundabouts that were proposed previously. It goes back to the design that would have parking on the off option and alternative that was discussed during the multi-month review. In calendar 24, this concept that's here in the CIP is parking on the west side of Broad Street heading south. The bike lane going south then going northbound, would be a one travel lane in each direction with a turn bay. Some of those turn bays would be protected with a median, others would be just line striking. The biggest change is the CT Department of DOT, we have asked them to review the technical specifications to be able to see if we would not have to fully replace all of the 3 signals. Can those be modified? That would include a structural analysis, as well as looking to see if the we can read how much of the 'electronics' we can reuse. That's why that project is reduced from \$6 million project to approximately \$3.5 million project.

Mr. Bennett asked about Line item 23, Outdoor Pool Facilities, Improvement for Veterans. We've got design split over two years. The concept is one year and after that it would be detailed. Town Manager Souza said that yes, it would be detail after then, not too dissimilar to what we did when we looked most recently looked at Goslee and Welch. Part of that also is to really assess an approach to that. How do we do that with working with the Board of Education in terms of having appropriate access to the building for changing rooms and making sure that we're up to date with today's codes.

Mr. Bennett asked about Line item 24, Replacement of Ladder 2. He noticed that we're going to bond \$1.2 9 million. He understands the lead time is now two years for a ladder truck. Town Manager Souza said, yes at least that amount. Mr. Bennett asked when you bond furniture like that are you going to bond it upfront or towards the delivery time? Town Manager Souza said it'd be most likely more to the delivery time. Mr. Bennett said that we are talking about next year then. Town Manager Souza said yes.

Mr. Bosch said for the pavement management program, one of the questions he has on this is we have some people in town that use the roads a lot more than others like Amazon, for example, comes to mind. Is there any arrangement we can make with them, for example, for Day Hill Road, to help with costs for those very high trafficked roads that we really need to maintain for that high volume of traffic? Town Manager Souza said the answer to that is that Amazon on Day Hill Road probably pays us close to \$3 million in taxes, and we provide very minimal other than fire response, and EMS and police, and so those dollars clearly go right into the General Fund. He would make an argument that there is no need to make any special arrangements with a taxpayer of that scale.

Mr. Bosch asked if this was enough for us. For now, he knows there's a lot of folks in town that want to keep good infrastructure, so he doesn't want to limit the roads based on what we have available. Town Manager Souza stated this figure is getting eroded by the cost of material supplies and labor. Most of this work is contracted out. We use a third party, although our Public Works Department does do some of the drainage and catch basin replacement. What we're undergoing over the course of the next 4 to 6 months is an updating of our pavement condition assessment. Based upon that work, our staff working with the consultants will be able to update our overall 5 year - 6 year plan.

Chairman Graff stated there's definitely a need in terms of the maintenance and upkeep of our roads, buildings, the replacement of them and everything else. He's in favor of a bigger investment, but unfortunately, it's a willingness of and ability to pay. It's not getting any cheaper to do these things during the year. So, it's difficult to try to balance the willingness of the townspeople to pay for projects and what really needs to be done.

Chairman Graff asked what's the current outlook on the Federal funding? Town Manager Souza stated murky, but it does appear that transportation funds seem to be surviving at this early stage and major infrastructure in terms of transportation seems to be working. We tend not to get a lot of Federal funding. Most of our grants are from the State of CT or CRCOG.

Chairman Graff stated but they follow the money from the Federal government, correct? Town Manager Souza said they've switched it around. So, the State of Connecticut receives most of the Federal funds and then the State is now providing localities with the funds where part of that is much more efficient than dealing with the Federal Highway Administration. Chairman Graff said but we're still dependent on people for a lot of money. Town Manager Souza said that's correct.

Mr. Bosch said regarding sidewalks, he just wanted to make sure when we're assessing the sidewalks, and that we don't list the sidewalks we're going to do year to year just like we don't list the roads, but we're assessing those sidewalks as well, including some of the sidewalks that are not on the roads such as walkways, etc. Town Manager Souza stated those are assessed. His understanding is that next summer we plan to do some fair amount of work connecting, especially around our schools. Ms. Zinky stated we have some basic designs in progress for designs of the Tunis pathways and repairs and replacements to those primarily around schools and some of those neighborhood connections that we're discussing.

Mr. Bosch said regarding Fleet and Public Works equipment replacement. At the last meeting, they spoke of looking into the possibility of infrastructure for electric vehicles. Town Manager Souza said there's been some work that's been done there, and that is one area in which we were hoping that there'd be more sustainable in terms of ongoing grant support, and that grant support seems to have been retracted. So, we are not going full bore down that path in terms of alternative fuels at this point.

Mr. Bosch asked about tree replacement. People are asking him if the trees are native species to Connecticut. He asked if this was a driver of the program. Are we looking at native species? Town Manager Souza said by and large our tree warden or forester when we are replacing trees is attempting to place trees that are native. However, there has been adjustments to be made because there are changes that are happening. So, we're actually purchasing some trees that might be able to do a little bit better as the world continues to change in terms of temperature.

Mr. Bennett inquired about the tree replacement program stating that we've got it listed as other sources funding. Town Manager Souza stated that he believes that is under footnote number one, which is our capital projects, unassigned fund balance.

Mr. Bosch stated to do with the fleet management are we going to continue to look for grant money to purchase an electric vehicle? Town Manager Souza said there's two fronts. There's our internal fleet and then there's from a public. We'll continue to look at, particularly the public front of it, but more and more folks are having in home chargers, and that from a Town Manager's perspective, that is the way to go. That way we do not have public infrastructure that we continue to have to maintain and administer. He believes other than maybe some retail sector, some retail areas, perhaps there's some worthwhile public private partnerships that we could look at.

Mr. Bosch asked about Historic Monuments and Ancient Cemetery preservation. He said he has a question for each of those sides, because the town doesn't administer all of the cemeteries. The first school district he believes they do First Church, the cemetery on Palisado, we have a second school district that does some. I'm looking in the notes, and we're now administering that little cemetery on Marshall Phelps? He doesn't know the history there, but is that something the town could offer to one of these districts? To be honest, it probably is a blessing for us to not have to administer the cemeteries and have another body take care of them. What does it take to get, the second school district? They're doing the cemetery across the street anyway. Town Manager Souza said the primary piece here is, how do we preserve and restore the stones within the ancient cemetery on Marshall Phelps Road. Even if we were to partner with the second school society, that would mean that would come with dollars. They would not have those means to do that. The biggest thing is the maintenance of the stones that are there.

Mr. Bosch stated regarding the Monuments, he's in favor of restoring the monuments, but what about every decade getting a new monument? Let's do something new and exciting. He's not going to give any recommendations on what that is, but why not create history too? It's just a thought.

Mr. Bosch stated that most of the world doesn't maintain their own data centers anymore. It seems like there's a savings out there. The fact that we're still maintaining our own data centers in town seems a little like a legacy process. So, I don't know if there's costs that we have on the table, or, are we using a service for this. Town Manager Souza said we are kind of a hybrid, if you will. Some of it, we do have off site. I believe we're working here is basically our Public Safety. Jose Garibay, Systems Applications Specialist, said Public Safety is a large component of our on-premise data center infrastructure. So, we need to have that there for the core services within emergency service which provides the CAD software and everything that that entails. There's also on premises stuff regarding video surveillance storage and components like that. So, between that and then our financial system, a lot of these things are more cost effective for us to have on premises versus pushing them out to the cloud. For these specific applications, the cloud it's an annual cost whereas these are a one time capital purchase that we can extend 5 to 8 years. He gave an outline of what services we use via the cloud.

Mr. Bosch asked for something like the CAD software, what's the biggest cost driver? Is it the license? Is it around the license? Mr. Garibay stated that one there is no cloud version, to his knowledge. The emergency services it's all on premises for security reasons. Town Manager Souza added we are exploring the future possibility of migrating our financial integrated financial management system to our vendors off premise. But there is a six figure initiation fee plus probably close to \$80,000-\$90,000 annual cost from the licensing perspective if we were to move over our integrated financial system.

Mr. Bosch inquired about the Town Hall roof replacement. What's the material that we're looking for? Mr. Aglieco stated that the platinum is a membrane that is exceeded its lifespan. A new roof would be torn off and replaced with installation. Town Manager Souza asked it's pretty typical of our flat roofs, correct. Mr. Aglieco said yes. Mr. Bosch said it looks like it comes with a 25 year warranty. Mr. Aglieco said yes that's correct. Mr. Bosch said so

that is what we would look to get out of it then the 25 years and warranty replace it again. Mr. Aglieco said yes.

Mr. Bosch asked about L.P. Wilson HVAC. So, he talked to folks from the Windsor Climate Action Committee, and they have thoughts on HVAC and both saving money. There's no reason to do anything other than the heat pump. Heat pumps work down of negative 5 or lower degrees more efficient over time. I went back and forth with them a little bit, but that is out of his wheelhouse. He doesn't know who the HVAC person is, but you know our climate action folks feel the key replacement is really what needs to be done here. So, I am just bringing up that question and proxy, and I'll let someone that actually knows that content speak to that. Mr. Aglieco responded we currently have done pretty much half the building for the bedside and the system that we did put in is a variable refrigerant system, which is basically a heat pump. So, we can heat and cool. And then that is internally to condition the space. We also put in direct outdoor systems that bring in the correct amount of outdoor air and condition that correctly. So, there's three door engines in there. So that's what we'd be continuing with. Town Manager Souza stated we do have in the north end of the project fin tube radiation like baseboard, which is not electric. It is hot water from natural gas that it can't maintain, for whatever reason, in a real cold environment.

Mr. Bosch asked what else needs to be done to the Milo Peck building besides what's on the 2026 project? Is Milo Peck in good shape or are there other things that need to be done? Town Manager Souza gave an overview of the building and its present state.

Mr. Bosch asked about the pedestrian bridge. In reading the description is this just that one bridge over it, says Custer Park which is the bridge over Decker's Brook and it looks like it's over half a million dollars for a bridge that's just a walkway. He knows there's a sign there. It says, no bikes, no anything else. That's to him a lot of money for a bridge that goes to a dead end street. Town Manager Souza asked Ms. Zinky if she recalled if that also includes initial repairs to several other locations. Ms. Zinky stated at least three other locations including the large pedestrian bridge back here and the Mosquito bridge, if you will. Town Manager Souza said it's approximately \$200,000 for the bridge that spans at Custer Park. It could be lower depending upon the design that we select. If we go with all wooden structure, it could be less than that. But then the balance of that is the full report that the Town Council authorized back in Fiscal Year 25. The beginning of 2025 lays out an assessment of about 12 different bridges. So, this is over the course of 6 years. We have a few bridges being replaced, but then the year number one bridge also includes repairs which will gain anywhere from hopefully 5 to 7 years' worth of life.

Mr. Bosch stated the next page is the Broad Street Calming project. He won't spend time talking about this because we heard from both sides of the public. You know I do know the town voted this down. The wording on this page is exactly the wording last year that went to vote.

Mr. Bosch said the next item is on Sharshon Park for a second basketball court. Before we build new basketball courts there's a lot of sad basketball courts in town, and it's like one that stands out for him, but they all stand out, like Deerfield. Maybe you see people play at their field park, but that needs a lot of work. So, before I see we're building a new basketball

court there's work that needs to be done on the existing basketball courts for backboards just filling in cracks, etc. my question would be, why a second basketball court versus just making sure that existing basketball courts in town get repaired? He knows that may be two different items. Right? This is a Sharshon Park item. Also, what classifies something as ADA? Mr. Norris stated in terms of where basketball courts are in town, we do have one at Sharshon Park, and we have one at Trent, Lancaster and Northwest Park. Most of them are in good condition. We do evaluate them, and via Public Works we'll patch them up where necessary. In terms of Deerfield that you're talking about, that is not a basketball court. We do patch that, when necessary making sure that's been done. But the Deerfield basketball court is like a small neighborhood one which is one basket. Sharshon Park is more for games. Mr. Bosch asked if there was any consideration of lights at these locations? Mr. Bosch asked what ADA parking is. Ms. Zinky stated ADA parking is pretty much for folks that have disabilities, mobility issues. They need to park close to the amenities within parks. Mr. Bosch asked is that just adding some new spots and designating them as handicapped. Ms. Zinky added there is striping implications as well as grading to meet. What are ADA guidelines? It is to provide safe routes for them to get in and out of vehicles as well as get to the amenities at the park.

Mr. Bosch asked if there has been any kind of analysis done on what makes sense long term from, you know, being cost effective in that. Chairman Graff stated here's a couple of factors. One is the school population and demographics across the town. And one of the things is building the school. Where are you going to build it? Land purchasing becomes an issue and new schools have lost at their referendums in recent years because it is such a big chunk of money. There's also the argument that's out there in terms of the State should provide more funding in that area. Besides the physical plan issues, the financial issues, there's the emotional issues in neighborhoods and throughout the town. Ms. Batchelder, BOE, gave a brief overview of the space analysis study that was done about 24 months ago.

Town Manager Souza stated there are a couple of Board of Education projects that got moved up, and a couple of projects that got pushed out a little bit from the CIP. One was for Oliver Ellsworth School that had construction in one year and has been moved and the other was for the Poquonock boiler. He gave an explanation of each item.

Chairman Graff asked about Veteran's Pool, the one at the high school, is our oldest pool. Is it feasible to maintain that pool? Town Manager Souza said the Recreation team is using bailing wire and duct tape and other things each year as they reopen. We've been able to keep that going by doing patching of the basin and replacement of motors on every hand, and then doing repairs of decking, and piping underneath the decking. We are getting to that point where it's becoming harder and harder to do that on an annual basis and get that pool up and running.

Chairman Graff stated but the amenities and facilities that should go along with the pool today aren't there? Mr. Norris responded whenever the pool is open for operation, we do need to provide toilet facilities, including showers with warm water, soap and rinse off before and after. So that is something that we have had to work with the Board of Education, that whenever the outdoor pool is open on evenings and weekends that we do have access

into the high school facility. They no longer have diving facilities at the outdoor pool. Chairman Graff asked when the pools are in use, you have to have part of the school open? Mr. Norris said that was correct. Chairman Graff asked if that means that the town is then paying for a janitor to be on duty? Ms. Batchelder said yes. It was contractual in our custodial maintenance contract.

Chairman Graff said there is the possibility the recommendation might come back to say it's not doable. Town Manager Souza said it could be. He hates to say this, but we also have an annual perennial challenge of staffing our pools.

Chairman Graff said over the years, we have a lot of things on the Public Safety Equipment Fund, and since we have a number of representatives that serve us well, are we doing you justice in providing the equipment needs to provide the service to the people of town and to maintain the safety of the fire? Fire Chief Bianchi stated yes.

Mr. Bosch said he had a similar thought as Chairman Graff regarding Veteran's Pool and an assessment of it. Will Goslee and Welch pools serve the needs of the town for outdoors? A part of the assessment for him is can we spend the money and just run those great pools. We need to keep Veteran's pool.

FY 2027

Mr. Bennett said he noticed on Line item 31 that it talks about lighting at the high school baseball field. It's needed. Ms. Batchelder talked about the lighting at the high school and the assessment relative to this Title IX. Ms. Batchelder turned it over to Mr. Rosario. Mr. Rosario said they did a report that they have been working on fixing all the deficiencies but one of their recommendations is to install lighting at the very adjacent parts, which is because it violates the civil rights by not providing lighting at that field. Then he was involved with the installation of the lighting at the softball field many, many years ago. There are probably about 10 items, and we've been chipping away at them, as we show progress towards it, whereas it seems that we were able to hopefully do that in 2027 because we've done others already getting into next year.

Chairman Graff asked if we would be in violation if we remove the lighting from the softball field? Mr. Rosario said yes. He explained why.

Chairman Graff stated they don't have that many night games for the softball team. Town Manager Souza said his recollection is that the majority of the use of that field in years past has been for adult softball versus the JV/varsity. He's not sure if that's been in recent years, but that's his recollection from years past.

Mr. Bennett asked about the Oliver Ellsworth gym floor replacement. Is it just a replacement of the floor? Town Manager Souza stated he believes it's an in kind replacement. Mr. Rosario added that's the design build number. The only way to repair it was to break it first and then fix it. It needs to be replaced at this point.

Mr. Bosch asked about the Palisado Avenue corridor which is the underpass that trucks keep getting stuck under the bridge. But, if we are looking at redoing that wall, you can't

bike down that sidewalk if somebody's walking and you can't bike in the road. This is a tough spot to get around. He's not sure if that sidewalk is a part of the wall but if it is, he would like the committee to consider the width of the sidewalk.

Mr. Bennett stated for River Street, have we finally decided how to do that? Chairman Graff responded that they've had this argument for a number of years on redoing it. You would have people who wanted improvements in a sidewalk, etc. Things that would be impacted are the river and Corps of Engineers and everything else along with taking property. Town Manager Souza said it's basically keeping the same pavement and redoing the base of the roadway. There will be no added sidewalks. That's what this scope outlines. Chairman Graff said so we don't have to involve the Corps of Engineers for this? Town Manager Souza replied that to his knowledge that is correct we do not need to involve the Corps of Engineers.

Chairman Graff stated that in a number of years you have mentioned the Loomis property and also some private property. Has an agreement been reached with Loomis on this? Town Manager Souza said at this point, there's not been a formal agreement. There is the concept of a routing plan which would be basically coming up to the Loomis campus and then moving more inland towards the railroad tracks and coming up in that direction. There are definitely some pinch points there with where their field hockey field is behind the skating ring and the distance between the field and the rail corridor. That's Loomis' preferred route.

FY 2028

Mr. Bosch asked for the bus shelter replacement would that also include not just replacing but seeing if there's a need for new bus shelters. Is this prioritizing the spots that might need a new shelter or is this purely replacing one? Town Manager Souza stated by and large it is replacing them. The State of Connecticut is currently identifying funds that could incorporate new shelters. We are evaluating that to see if we'd be able to get a couple new shelters in place using that grant money.

Mr. Bosch asked if we get grant money would it be in the CIP or would that be something that would go right today? Town Manager Souza said if it's a standalone project it would probably be included in. They are currently around \$40,000. That is something that would go to the Town Council unless we knew that we might be able to get two or three of them and it reaches that \$100,000 roughly, we'd put it in there. There are a couple of areas that we are looking at.

Chairman Graff stated that other than Day Hill and some of those areas which is basically on a right of way, you'd be infringing a private property right? Town Manager Souza stated that could happen potentially or it would be on State property. He gave an example. Chairman Graff said that's the last thing you want to do is get involved with eminent domain issues.

FY 2029

Mr. Bosch asked about the Oliver Ellsworth project. He stated the Oliver Ellsworth school was constructed in 1971 and is not compliant with all current building life, safety, handicap OSHA codes and regulations. He's guessing these life safety issues that are not compliant aren't that important? He's thinking it's the inconsistency of saying that we have life, safety and OSHA code regulations but it's not scheduled until three years out. If it's not important, why do it at all? Mr. Rosario responded that it was before his time but he believes they are talking about the fire sprinkler system. There are new codes. Town Manager Souza added the existing sprinklers all operate. They were installed to the code that was in enforcement at that time but now it has been updated. Chairman Graff stated that we have to upgrade some of those things if you did a full renovation of the building.

Mr. Bosch asked about the Mill Brook clubhouse. One thing that the description does not have in it is the kitchen area. It's been a full year that the renovations needed to be completed in order to support that kitchen, correct? Town Manager Souza replied it's not envisioned to have a full blown kitchen there. Conceptually at this point in time it would be limited. There may be some warming areas for reheating and warming, but not a full blown kitchen. Mr. Bosch said even without a full blown kitchen, that would make the whole building usable. Town Manager Souza said they would basically refresh it.

Chairman Graff asked how is the clubhouse presently being used? What is the expectation for its use? Town Manager Souza said it has been used by Recreation and Youth Services Bureau. There is some interest from a private entity that operates a school. They would like to lease the property. There have been no discussions at the Town Council level about that yet. Then the Youth Services Bureau and their programming would potentially be relocated at 330 Windsor Avenue if the Town Council decides to go forward with leasing it to the school. Chairman Graff said it doesn't have a use associated with the open space? Town Manager Souza said it does not have a direct use. They have carved out approximately 2 acres of where the clubhouse and the parking lot is that doesn't have to be preserved in terms of open Space.

Chairman Graff asked about the Route 305 Corridor Improvements. What is the expectation of what you'll be able to do in that area? We have a concept study that had several options that was done a dozen plus years ago. This is keeping it within the CIP in case there are planning grants or opportunities. Those options basically range from a Boulevard divided roadway, which would require, He believes the concept was a significant amount of land takings on the north side of the roadway. You'd have to also do some widening down by where Millbrook crosses just before this side of Addison Road. So that is one concept. The other concept was to have a much less taking of roadway and improve the intersection at Brewster for that safety issue concern that's there.

Chairman Graff asked if this would be planning in conjunction with the State? Town Manager Souza said it would have to be in conjunction with the State. He gave an explanation on the background of the project.

Mr. Bosch said on the Route 305 corridor improvements item, he would recommend based on just the traffic patterns and how bad it is the public perception, if we could move this

one forward from 2029. He thinks this is just the planning. This is not implementation for anything. But he wonders if there's a way to squeeze that in even in 2026, and if not 2027. We may not want to wait three and a half more years to do the planning, because he does know there's an outcry on the usage of Route 305. Chairman Graff said his feeling on this is in the same character category as the fly over for Poquonock Avenue and you know our hands are tied.

Mr. Bosch asked what would we guess the implementation would cost? Town Manager Souza said about \$10 million. Chairman Graff asked if that would include the taking of property or just the construction? Town Manager Souza replied he grabbed a number out of his head. One thing with the State, you know, and part of the challenge is getting the State of Connecticut's attention from a planning perspective. So, if the town has a desire to initiate and push the State, especially if the town's coming up with local money, then that will generally get their attention prior to some tragedy happening. So, part of it also is the sequencing with the State of Connecticut. We may have some dollars available, but we have to make sure the DOT is available. To Brian's point, it may take us a couple years to get into this to the DOT's planning cycle.

Chairman Graff asked where Bloomfield stands on this? This involves our part, but they'd be looking at doing the whole road right? Town Manager Souza said there hasn't been recent conversations with Bloomfield. Probably a half dozen years ago, their section of Bloomfield Avenue or Route 305 was working and operating well. There would be a question mark for them, if the Kaman property ever was to be redeveloped and how that would operate, especially in the Old Poquonock area. As long as their employees for their job center and they can operate on Route 305 through Windsor, their concerns are minimal.

Mr. Bosch said so there's no value in moving that forward because we're going to be stuck in red tape for years, or is there value in moving it forward, just so you could start negotiating any red tape with possible designs? Town Manager Souza said then there would be a question mark of again balancing. What project does not get done? From symbolism moving it up certainly would send a message to the Town Council that this is a higher priority.

FY 2030

Mr. Bemby asked regarding Page 18, Windsor High School Emergency power generators replacement, he was wondering if there are currently any concerns regarding the emergency power generators that are currently in place? Are there any risks? Should this be potentially a project that occurs a bit sooner? Town Manager Souza asked Mr. Rosario if this is just a life cycle replacement. Mr. Rosario responded that it was and that it is presently using oil and needs to be converted to gas. Town Manager Souza asked Mr. Rosario if there was any concern for moving the project up? Mr. Rosario said the oil tank will be okay for the time that it will need to be used.

FY 2031

Town Manager Souza stated that the big question mark is the field house. There's a lot of questions, a lot of work that has to be done prior to this. So, we wanted to keep it in here in the 6-year timeframe. But clearly there's a whole host of questions and planning work that has to happen. Mr. Bosch added that it looks like all the funding's on us. He thinks that's the big question is how do we start? Chairman Graff asked is it a question of renovation, expansion, etc. replacement altogether? Town Manager Souza stated he believes this is essentially the working number to replace it and a small footprint addition for around the concession stand. Mr. Bennett added that the architects did a previous study and it's shabby.

Unscheduled Projects

Mr. Bennett asked about the Luddy House (Chamber of Commerce) fire sprinkler. It's kind of a small project at \$107,000. Are there any funds available to move it up? Town Manager Souza said it's been a while since he knows the new Fire Marshal has not had a chance to examine it to see what the options might be. Certainly, if the committee wants to make that suggestion, we can in the intervening, before this goes to the Council, we can take a look at it and look at the progress scope and see if there's some creative ways of doing it.

MOVED by Mr. Bennett, seconded by Mr. Bosch that the Capital Improvements Committee recommends that the Luddy House Fire Sprinkler Protection project be reviewed for moving it to a more current year.

Motion Passed 3-0-0

Chairman Graff asked about the Audible Pedestrian signals and asked the Town Manager to educate him a bit about them. Town Manager Souza stated that some of these had been recommended for the town center. The DOT did make some modifications, on DOT's cost, on the one at Batchelder and Broad Street. Ms. Zinky added there are recommendations for a bunch in town center. There are several on Route 75, Bloomfield and some other areas in town center that have the audible are right outside the town hall for instance. Basically, it's looking at moving further down those two corridors was the intention.

Chairman Graff asked where do we have the audible ones right now? Ms. Zinky stated audible signs that we presently have installed include the one outside of Town Hall, one on Broad and Maple Street and at the intersections of Route 159 and Route 75.

Mr. Bosch stated we heard a lot of talk today about issues with the center and pedestrian crossings and things like that. This says audible, but is there a way to also get visual? Is there something that could go in the street when you come up to a red light? You're going to take a right on red turn, and some people don't pay attention. They just say, oh, there's no cars, I'll take this turn. You don't really see someone's about to step out. In addition to audio can we do visual cues as well? Would that help with some concerns that folks have? Ms. Zinky stated we have some crossings right in the center of town with the rapid, flashing beacons. For pedestrian crosswalks, which have flashing lights for the crosswalk, it's the same thing. Pedestrians would hit the button, and then the flashing lights to alert traffic.

Those are generally used at not signalized intersections. There are crossings at Sycamore, St. Gabriel's Church, and Geissler's. There's also one by the Wilson Library then on Poquonock there's one at the vicinity of the Poquonock Elementary School.

Mr. Bosch asked at a minimum, could we take that out of unscheduled? If not, can we look at this because a lot of people listen to music when they are driving so audible cues may not be heard, but visual cues are great.

Town Manager Souza said that he believes they have to look at the Federal manual. He asked if they allow for cues that you know of off the top of your head? Ms. Zinky stated that she wasn't sure. The rapid, flashing beacons are typically at unsignalized intersections. So, they are separate crosswalks that are not already at a stop light. The audible signals are actually for the pedestrians. They are not for drivers. The audible is for an impaired person to be able to locate the push button as well as to know when crossing is available. So, it's a different beeping pattern, for when it's a walking symbol versus the countdown.

Mr. Bosch asked is there something we could do for those other crosswalks? Ms. Zenky said that she does not have an answer for that and that she is not aware of anything for a signalized intersection that would have that. Mr. Bosch stated that he hasn't seen any issues in the center and that he always feels safe when he bikes into town. He also stated that the center has always been one of the safest places to him. But he does hear the complaints, and he does understand drivers are distracted, and if people feel it's unsafe, that's something they can do and maybe can do at a reasonable price.

Town Manager Souza stated that, they will speak with the DOT and will do some research. He also stated that there is a National Manual that outlines the size of every stop sign all the way down to how wide your strikes can be on the roadway. So, we will look to see if there's anything in the Federal guidelines that would allow for that. Mr. Bosch said at the end of the day safety issues are the most important issues.

Mr. Bosch asked if they could look at the underused features and if they're not used. Another one is the property on Mack Street. I don't want to get into details. He stated that in his mind it is a beautiful spot to put a parking lot so people could access the Millbrook site and walk around the pond on a flat surface. Mr. Bosch said his general comment is to look at the underutilized buildings and features and just a plan for what we're planning for Millbrook. Maybe that'll become even more heavily utilized. But things that we're not really using either turn them around or get them off the books.

Chairman Graff said that they finally did it with the redevelopment portion, it only took 45 years. He asked when will be the opening for the park? Town Manager Souza stated that formal public party will be July 12th from 11 a.m. to 3 p.m. Town Manager Souza asked Ms. Zinky when will they take control of substantial completion? Ms. Zinky answered that they have walked through the punch list items, and there's a few remaining outstanding items. They hope to have it all wrapped up this week, so that they can grant substantial completion.

Chairman Graff stated that he has seen a lot of people throughout the park. Town Manager Souza said there has been all sorts of folks there. There have been kids riding their bikes there and using it.

Chairman Graff asked if there were any other motions in terms of movement or change in a project from one year to another, or elimination, recommendation, or anything? Mr. Bosch mentioned the things he had brought up, as well as the road diet the town voted on. Mr. Bosch said to have it after the 'no' vote on the current fiscal year, it doesn't seem appropriate to him. Chairman Graff said he has had his doubts. But the thing is, when he saw the referendum, it was on the funding for the scope of the project that didn't necessarily have the concept. So, he believes there is a difference and this is a different concept design. He also said that whether the overall people would vote for this one he doesn't know. Town Manager Souza stated that there are safety concerns in the town center. The Capital Improvement Program is the vehicle in which the Town Council gets to vet every capital project. A capital project cannot just be created out of thin air, and the goal is to be able to have it in a process in which you folks can comment. The Town Council can review and the public has an opportunity to comment. This is why staff put it into the CIP. There is no disrespect to any of what the voters said. We run a professional local government here and this is our goal. The goal here is to put that so that the community can address what he believes is an ongoing public safety concern. Without having it in this venue, we'd have to create a separate venue and forum in which to discuss. Clearly as a committee and advisory committee, you can state and say it should be in another form or not but that's staff's rationale for having it in the CIP. It's a project that's no longer a \$6 million project, it is a \$3.5 million project with a substantial change in the scope. So that's the rationale as to why it's within our planning process.

Mr. Bennett asked once they finalize the design are they going to have a town meeting like they have in the past? Town Manager Souza answered and said yes. To be quite frank with you, it's going to the project that's here is either option A or B and so it's basically taking up the rotaries. But we will continue to have that if the Town Council decides to have that move forward. Then we would obviously have those public conversations. The other component of that is that there's \$4 million of monies available. There is a timeline upon which those funds need to be committed. Whichever way it goes. Then, we have an obligation at least to decide if that part those dollars are still there when they redesign. Town Manager Souza thanked Chairman Graff for letting him express why it is here in this planning document.

MOVED by Mr. Bennett and seconded by Mr. Bosch to recommend to the Town Council the draft of the FY 2026 – FY 2031 CIP with one modification to move the sprinkler project at the Luddy House forward to FY 2027.

Motion Passed 2-0-1 (Mr. Bosch opposed)

4. APPROVAL OF MINUTES

MOVED by Mr. Bosch and seconded by Mr. Bennett to approve the unapproved minutes of June 20, 2024 as presented.

Motion Passed 3-0-0

5. STAFF REPORTS- none

6. ADJOURNMENT

MOVED by Mr. Bennett and seconded by Mr. Bosch to adjourn the meeting at 9:06 p.m.

Motion Passed 3-0-0

Respectfully Submitted,

Helene Albert
Recording Secretary