

CAPITAL PLANNING COMMITTEE
February 2, 2021
Minutes

Members Present:

John Blackburn, Chairman - Town Council Representative
Steve Caughlin, At Large Representative
Ed Clapp, Town Marshall
Ellen Hundt, Town Clerk
Joe Kapacinskis, Plan Commission Representative
Steve Meyers, Fire Department Representative
Paula Tillman, Park Board Representative

The regular meeting of the Capital Planning Committee was called to order at 7:02 PM on February 2, 2021 by John Blackburn, Chairman. The meeting was conducted virtually using Microsoft Teams.

TITLE VI SURVEY

It was stated that the Title VI Survey is available.

APPROVAL OF THE MINUTES

The minutes of the previous meeting held on December 1, 2020 were unanimously approved.

OLD BUSINESS

Committee reviewed status of previously recommended projects sent to Town Council for their consideration:

1. Completed - Repair/Replace septic system at the Community House (approximately, \$4,500)
2. Completed - Replace Furnaces in the Firehouse (approximately, \$12,000);
3. Open - Repair/Replace Electrical Outlets as needed in All Town Buildings (approximately, \$10,000)
4. Completed - Install sump pump at Administration Building
5. Completed - Reimburse Volunteer Fire Department for materials used for the repairs to the men's and women's bathrooms at firehouse (approximately, \$2,500)

Items to be considered for the 2021-2025 Capital Budget:

- Fire Department - Replacement of firetruck (approximately, \$500,000).
- Fire Department – Upgrading electrical for firehouse
- Fire Department – Convert florescent lighting to LED lighting
- Fire Department – Remodel kitchen area and flooring
- Town - Replace culvert between Fairwater and Lake Front Drive
- Town – Printer/scanner/fax
- Police – Upgrading electrical at Town Administration Building
- Park Board - Stairs for beach access
- Park Board – Maintenance on the Lituania Park pond

Discussion on revenue generating ideas:

- Potential Transit Development District (TDD)
- Contractor registration fees (new and revised)

The meeting was adjourned at approximately 7:38 PM

Minutes are respectfully submitted to the Town Council.

APPROVED:

John Blackburn, Committee Chair

CAPITAL PLANNING COMMITTEE
June 1, 2021
Minutes

Members Present:

John Blackburn, Chairman - Town Council Representative
Steve Caughlin, At Large Representative
Ellen Hundt, Town Clerk
Joe Kapacinskas, Plan Commission Representative
Steve Meyers, Fire Department Representative
Paula Tillman, Park Board Representative

Members Absent:

Ed Clapp, Town Marshall

The regular meeting of the Capital Planning Committee was called to order at 7:00 PM on June 1, 2021 by John Blackburn, Chairman. The meeting was conducted virtually using Microsoft Teams.

TITLE VI SURVEY

It was stated that the Title VI Survey is available.

APPROVAL OF THE MINUTES

The minutes of the previous meeting held on February 2, 2021 were unanimously approved.

OLD BUSINESS

Committee reviewed status of previously recommended projects sent to Town Council for their consideration:

1. Open - Repair/Replace Electrical Outlets as needed in All Town Buildings (approximately, \$10,000)

Items to be considered for the 2021-2025 Capital Budget:

- Fire Department - Replacement of firetruck (approximately, \$500,000).
- Fire Department – Upgrading electrical for firehouse
- Fire Department – Convert florescent lighting to LED lighting
- Fire Department – Remodel kitchen area and flooring
- Town - Replace culvert between Fairwater and Lake Front Drive
- Town – Printer/scanner/fax
- Police – Upgrading electrical at Town Administration Building
- Park Board - Stairs for beach access
- Park Board – Maintenance on the Lituania Park pond

Discussion on revenue generating ideas:

- Potential Transit Development District (TDD)
- Contractor registration fees (new and revised)

The meeting was adjourned at approximately 7:30 PM

APPROVED:

John Blackburn, Committee Chair