

**10 Year Capital Improvement & Strategic Planning Committee  
Minutes of Special Meeting  
January 30, 2020**

Members Present: Mayor Ellen Zoppo-Sassu, Jake Carrier, Mary Fortier, Glenn Heiser, Tom Hislop, Dave Preleski, Peter Kelley and John Smith. Also present from the Comptroller's Staff: Diane Waldron, Robin Manuele and Skip Gillis.

**Call to order.**

The meeting was called to order by Mayor Ellen Zoppo-Sassu at 4:03 p.m.

**Discussion on approved 2019-2020 Capital Budget Projects and to take any action as necessary.**

**a. Parks Master Plan**

Josh Medeiros, Parks Superintendent, introduced Austin Hochsteler, Associate Principal from PROS Consulting and Johnathan Charwick, Associate/Project Manager from Activitas who spoke on the Parks Master Plan which kicked off today for the eight to nine month process. They will be taking a look at local, regional, and national trends to build on what's been done and in to here in the City as well as add fresh new ideas.

**b. Fire Headquarters Renovations**

Peter Fusco discussed the Fire Headquarters Renovation project. Back in November 2019 the Committee met with Silver Petrucelli to discuss the building infrastructure updates which includes new switch gear, energy efficiency upgrades, eight new doors, and some quality of life upgrades for the firefighters. Another meeting was held on January 29, 2020 to review the schematic design and move towards construction documents. The project has a rigorous timeline, but the switch gears need to be done first and then the heating/cooling systems replacements can begin. The work has to be within the confines of the active firehouse but when complete it will be an effective and efficient building.

**Discussion on Shrub Road Open Space Grant and to take any action as necessary.**

Mayor Zoppo Sassu stated the City received a letter from the Governor awarding the Open Space Grant to the City and she felt it was appropriate to bring this back to this Committee for an informational update, as a bond resolution was approved by the Board of Finance for the full amount. Scott Heth from Environmental Learning was present to discuss the grant application as the Board of Finance had questions at Tuesday's meeting. The City of Bristol's portion of the grant is \$670,800 of the \$2.1 million purchase price of the property in Bristol. Scott discussed the process from the beginning as the property was proposed to be developed into 162 townhouse units and the sand was going to be mined. The application was rigorous as they had to obtain letters of support from numerous people and obtain two yellow book appraisals. The City's grant application was the second highest award in the State, however the largest award was for 600 acres of open space. In order to be awarded the grant, three items had to be in place, an agreement with the landowners, two letters of intent based on the appraisals and matching funds in place.

The Mayor stated this item was just for informational purposes for this Committee, for everyone to understand the process. The Board of Finance did not act at their January meeting and are expected to at their February meeting. Discussion was held on the concerns the Board of Finance had at their meeting regarding the appraisals and the process of a yellow book appraisal. The Mayor had available for review the two appraisals and the grant application.

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The Mayor explained since being awarded the grant the City met with the State as there are multiple entities involved with this purchase and the logistics are complicated moving forward. The City is awaiting another letter from the State outlining those next steps as the City has to the end of the calendar year to finish everything.

**Amend appropriation for Playground & Field Improvements at Southside, Stafford, Hubbell & Mt. View Schools to include replacement of auditorium curtains at Bristol Central and Bristol Eastern High Schools and to take any action as necessary.**

Pete Fusco explained Mountain View received a playscape from a contest and some site work was done that cost approximately \$17,000. The remaining balance of the appropriation is still available. Both high schools are in need of auditorium curtains to meet fire code and rigging that will cost \$38,000 per school. The remaining balance of approximately \$53,000 will be available for the three remaining schools playscapes.

*A letter will be forwarded to the Board of Finance for informational purposes regarding this item.*

**Discussion on Northeast Middle School Gym Floor Replacement and to take any action as necessary.**

Pete Fusco explained he brought in a floor company to look at the Northeast Middle School gym floor, and noted there is hot material under the floor. The floor has been temporarily fixed and is being monitored as it is actively used. There is also the need for some abatement work as a hygienist was called in and samples were taken. Diane Waldron explained the Board of Finance appropriated \$30,000 for the architect design of this project so it can be started, with the idea to go back to the Board of Finance to re-appropriate remaining funds from completed projects. Mayor Zoppo Sassu stated they wanted to bring it to this Committee to give its blessing and then take it to the Board of Finance to expedite the process.

Mary Fortier made a motion seconded Commissioner Smith *“To approve the Northeast Middle School Gym Floor Replacement and refer to the Board of Finance for funding.”* Motion approved.

**Review of current CIP in progress and to take any action as necessary.**

Mayor Zoppo Sassu stated she can speak to two projects which have not started, Firehouse 3 Relocation is still in discussion with the Fire Board and the fiber optic project is still in the gathering of information phase.

Ray Rogozinski spoke to the Public Works projects from the 19-20 CIP all of which are nearing completion or are complete.

Mayor Zoppo Sassu stated the next meeting will be held on February 18 at 5:15 p.m.

**Adjournment.**

John Smith made a motion seconded by Mary Fortier to adjourn at 5:10 p.m. Motion approved.

*Jodi A. McGrane*

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Recording Secretary