

Enfield Capital Improvement Committee – Meeting Minutes
ZOOM ONLINE MEETING PLATFORM
February 1st, 2021

COMMITTEE MEMBERS PRESENT: Eric Crate, Keith Thomas, Holly West, Dan Kiley, Sam Eaton, Ed McLaughlin,

COMMITTEE MEMBERS ABSENT: None

STAFF PRESENT: Alisa Bonnette-Assistant Town Manager, Barbara Higgins-Recording Secretary

GUESTS: Erik Russell, Marge Chase, Roberta Newberry, Shirley Green, Bridget Labrie, Gary Hutchins, Jeremy Ford, Linda Jones, Fred Cummings, Dominic Albanese, Kate Stewart, Roy Holland, Jean Patton, Jack Wozmak, Celie Aufiero

I. CALL MEETING TO ORDER

Assistant Town Manager Bonnette called the virtual ZOOM meeting to order at 7:02 p.m. She took a “roll call” of members present for attendance.

Assistant Town Manager Bonnette asked if the Committee would like to vote for a Chair for the meeting.

Mr. McLaughlin MOVED to nominate Eric Crate as Chair.

Discussion took place. Mr. Crate said he would rather nominate someone else to be Chair.

Mr. Crate MOVED to nominate Sam Eaton as Chair.
Seconded by Mr. Kiley.

Roll Call Vote:

Eric Crate, Dan Kiley, Keith Thomas, Sam Eaton, Ed McLaughlin, and Holly West all voting Yea.

None voted Nay.

**** The Vote on the MOTION was approved (6-0).***

II. REVIEW AND APPROVE MEETING MINUTES: November 12th, 2020

Mr. Kiley *MOVED* to approve the November 12th, 2020 Minutes as presented.

Seconded by Mr. Crate.

No corrections were made.

Roll Call Vote:

Eric Crate, Dan Kiley, Keith Thomas, Ed McLaughlin, and Holly West all voting Yea.

Sam Eaton Abstained.

None voted Nay.

**** The Vote on the MOTION was approved (5-1-0).***

III. DISCUSSION AND VOTE ON RECOMMENDATIONS OF CIP PROJECTS FOR 2021:

Discussion began on the CIP Capital Reserve Fund. The first item discussed was the replacement of Fire Engine #4. Mr. McLaughlin asked that if the Town voted to purchase the fire engine could the Town also apply for a grant at the same time or does the Town have to wait to hear about the grant before it goes into a purchase and sale agreement for the engine? Assistant Town Manager Bonnette said that the Town did not have to wait to apply for the grant. She asked Fire Chief Fred Cummings to speak about the grant and the fire engine replacement.

Chief Cummings spoke about the AFG Grant. He was not very optimistic that the Town of Enfield would get it this year, but he plans to keep applying for it until they receive the grant. Mr. McLaughlin asked if a professional was helping with the grant writing. Fire Chief Cummings said he was doing it on his own and had applied for several grants last year, so he was getting experience doing that.

Mr. Thomas asked how old Fire Engine #4 was? Chief Cummings answered that it was a 1989 engine.

Chief Cummings explained that the Fire Engine bid went out to four vendors for a competitive bid process last year. Department personnel went and met with manufacturers to see the truck examples. The whole Fire Department was invited to do that. The Department went over the things they did and did not like for the new engine. Before the bid process went out Chief Cummings had a lengthy conversation with a representative from E-1 and explained what the Department had not been happy with on the last truck they had received from E-1. The result of the bidding process was that E-1 gave a MSRP bid of \$700,000.00 with the actual cost being \$570,000.00. The representatives from the company that they were dealing with went directly to E-1 and told them of the Department's un-happiness with the previous truck they had received from them, so concessions were made by the company. E-1 also decided to give the Fire Department the stainless steel body that they wanted for this fire engine which was something the Department really wanted. A steel body was more expensive which made the MSRP

86 \$700,000.00 but with the concessions that were made it went down to \$570,000.00. E-1 was the
87 lowest bidder. The other manufacturers came in at \$613,000.00, \$614,000.00, and \$668,000.00.
88 E-1 did tell the Fire Department that they will never see concessions like that again.
89

90 Ms. West asked what were the items that made the Department so un-happy on the other truck
91 that led to the concessions on this truck? Chief Cummings said they were not happy that there
92 were features they would have liked on the engine that were not there, such as a pipe bowl holder
93 in the body of the truck. Some people were not happy with the height of the truck.

94 Mr. Jeremy Ford wanted to point out that with this purchase the Department was downsizing the
95 fleet because it is a Pumper Rescue. This meant that a lot of the equipment on the current rescue
96 truck would move over to the new Fire Engine. Once the new engine arrived it would replace
97 the rescue truck and eliminate it from the fleet. The Fire Department is planning on doing more
98 with less. The rescue truck would come out of the CIP plan and would not need to be replaced.
99

100 Mr. Crate asked what the average percentage of fire calls were that the Enfield Fire Department
101 went out on in a year? Chief Cummings said there was 236 call for service last year. Out of
102 those calls there were 14 no responses by Enfield. This can happen during the week, during the
103 daytime hours because they do not have a lot of coverage at that time. Mr. Crate asked how
104 many hours of training the Department did last year? Chief Cummings said there was some
105 online training that was done but because of Covid-19 they did not do in-person training. One
106 person did get certified last year.
107

108 Mr. Crate asked how many times in the past 3 years had Engine 4 been out of the house? Chief
109 Cummings said last year alone, Fire Engine 4 probably went out about a dozen to 18 times. Mr.
110 Crate asked how many times the Rescue truck that would be replaced by the new fire engine
111 went out? Chief Cummings explained how the trucks in the fleet were organized currently. He
112 explained that Engine 5 was 21 years old and when the new fire engine was received it would
113 bump Engine 5 down to the secondary truck at Union Street. Engine 4 was used in a reserve
114 capacity due to electrical issues, rusting issues and it had holes in it. It was also hard to drive.
115 The rescue truck was overloaded and while driving down the road the front-end waved. The new
116 engine would replace both Engine #4 and the rescue truck.
117

118 Mr. McLaughlin asked why Canaan was able to respond to an Enfield call and Enfield was
119 unable to? Chief Cummings explained that Canaan had a bunch of retired people volunteering
120 for them, so more could go out on calls during the daytime when the Enfield volunteers were at
121 work. Mr. McLaughlin asked what the percentage was of volunteers that responded to calls
122 versus how many were on the books as volunteers. Chief Cummings said it varied.
123

124 Discussion continued between the Committee members and Chief Cummings about the
125 replacement of Engine 4.
126

127 Chair Eaton asked if the price of the new engine was with \$13,000.00 deducted? Chief
128 Cummings said no, with that taken off the price of the truck was \$556,692.00. He explained that
129 if the Town pre-paid for the engine, E-1 took out \$13,000.00 for pre-payment of the engine.
130

Mr. Thomas asked if the money that was made by sending Engine 4 to auction, if they were to get the new engine, be put back into the CIP Fund? Chief Cummings said that money would go back into the General Fund per municipal tax law.

Mr. Thomas asked about the Fire Department's Car 1 replacement and the SCBA request. Chief Cummings explained that the new SCBA's were planned to go on the new Engine, but regardless, at the end of this year the SCBAs that were currently on Engine 4 would expire at the end of the year. Mr. Thomas asked how long the SCBAs last? Chief Cummings said 15 years. Chief Cummings said they wanted to replace Car 1 last year but that was put off. Car 1 was 21 years old with rust issues, front end issues and does not safely tow.

Ms. West said she was okay with replacing the SCBAs because it was a safety component. Interim Town Manager Jack Wozmak said if the safety packs were out of date, they simply would not be able to be used. Chief Cummings added that they had already bought one air pack this year out of the six that were asked for. This changed the price from \$48,000.00 to \$40,000.00.

Discussion took place on the rate of a loan if it was decided to finance the fire engine as opposed to paying for the engine in cash. The Committee continued to discuss the purchase of the fire engine.

Mr. Gary Hutchins, member of the public, asked that the Town consider a Tesla truck to replace the Fire Department's Car 1. He said it had an all-stainless-steel body, met all the requirements of towing and handling, and did not have a transmission so anyone could drive it. He said it was the same price that the Fire Department was already requesting for the purchase.

Mr. Kiley MOVED to recommend the article for a new Fire Engine at the quoted price by E-1.

Seconded by Ms. West.

No further discussion took place.

Roll Call Vote:

**Dan Kiley, Keith Thomas, Ed McLaughlin, Sam Eaton and Holly West all voting Yea.
Eric Crate voted Nay.**

*** The Vote on the MOTION was approved (5-1)**

Mr. McLaughlin MOVED to recommend the purchase of the air packs (SCBAs) as specified at \$40,000.00, not \$48,000.00 as amended by Chief Cummings.

Seconded by Mr. Thomas.

No further discussion took place.

Roll Call Vote:

Dan Kiley, Keith Thomas, Ed McLaughlin, Sam Eaton, Eric Crate and Holly West all voting Yea.

None voted Nay.

**** The Vote on the MOTION was approved (6-0)***

Mr. Kiley MOVED to recommend \$50,000.00 for the purchase of a replacement for Fire Department Car 1.

Seconded by Mr. Thomas.

Chief Cummings explained that one of the reasons they wanted to replace Car 1 this year versus putting the purchase off until 2022 was because the first payment for the new fire engine would be due in 2022 and they wanted the Town to only pay for 1 new vehicle this year. He is asking the Committee to recommend the purchase of Car 1 so that the payments of the new vehicles could be spread out more.

Mr. McLaughlin would not like to recommend purchase of a new vehicle to replace Car 1. He felt that with the purchase of a new fire engine, the truck that the Fire Department had could be driven until it died. Mr. Eaton asked the Chief what the ramifications would be if the Fire Department did that. Chief Cummings said they were replacing ball joints every year, he was afraid that they could be driving the vehicle to an emergency call and it would break apart. If it broke down, they would not be able to haul what they needed, to calls.

Mr. Thomas wondered if the Town grouped together the purchase of a new police car, Fire Department Car 1, and the DPW F-350 could the Town get a better rate for a loan? Assistant Town Manager Bonnette said that the Town was given a 2.85% for those vehicles already. More discussion took place on the current Car 1.

Roll Call Vote:

Dan Kiley, Keith Thomas, Ed McLaughlin, Sam Eaton, Eric Crate and Holly West all voting Yea.

None voted Nay.

**** The Vote on the MOTION was approved (6-0)***

Chief Cummings spoke about needing to replace the furnace at the Union Street Station. He said they had been lucky it had not broken down this year.

Mr. Kiley MOVED to recommend \$15,000.00 for the purchase of a new furnace for the Union Street Station.

Seconded by Mr. Eaton.

Mr. Thomas liked Ms. West's recommendation at the last meeting to have some mechanical contractors go into Union Street Station to see what their recommendations would be for a new furnace based on the space.

Roll Call Vote:

Dan Kiley, Keith Thomas, Ed McLaughlin, Sam Eaton, Eric Crate and Holly West all voting Yea.

None voted Nay.

** The Vote on the MOTION was approved (6-0)*

Mr. McLaughlin MOVED to recommend the purchase or lease of the police cruiser financing \$47,000.00.

Seconded by Mr. Kiley.

Mr. Hutchins would like the vehicle purchased, for the new police cruiser, to be a Tesla. He explained that it was a little more, but the re-sale value was very high and cited some places that were already using them. Police Chief Holland said that he had spoken to other agencies using the Tesla. He said that currently the only Tesla that could fit a cage in it was the Model S and it started at \$64,000.00. He spoke to an agency in Vermont that has a Tesla and the vehicle was only outfitted as an administration vehicle. It was not outfitted for the road. He said the agency in Connecticut outfitted the vehicle themselves. To purchase and outfit a new Tesla to go on the road would be approximately \$84,000.00.

Roll Call Vote:

Dan Kiley, Keith Thomas, Ed McLaughlin, Sam Eaton, Eric Crate, and Holly West all voting Yea.

None voted Nay.

** The Vote on the MOTION was approved (6-0)*

Mr. Kiley MOVED to recommend \$50,000.00 for the purchase of a new F350 truck for the Department of Public Works.

Seconded by Mr. Eaton.

No one attended the meeting from the Department of Public Works, but Assistant Town Manager Bonnette said she believed this was the same vehicle that was on the warrant for the Town meeting last year that was tabled. It was at \$48,000.00 last year and now it is at \$50,000.00.

Roll Call Vote:

Dan Kiley, Keith Thomas, Ed McLaughlin, Sam Eaton, Eric Crate and Holly West all voting Yea.

262 **None voted Nay.**

263
264 *** *The Vote on the MOTION was approved (6-0)***

265
266 ***Mr. Crate MOVED to recommend the purchase of a new dump truck with plow package***
267 ***for \$195,000.00.***

268 ***Seconded by Mr. Kiley.***

269
270 Ms. West felt that the Committee had already talked about this purchase a great deal and felt
271 that if they prolonged the purchase of the vehicle it would not save the taxpayers any money and
272 could cost them more in the end with repairs or needing to hire out the work if the truck broke
273 down.

274
275 **Roll Call Vote:**

276 **Dan Kiley, Keith Thomas, Ed McLaughlin, Sam Eaton, Eric Crate and Holly West all**
277 **voting Yea.**

278 **None voted Nay.**

279
280 *** *The Vote on the MOTION was approved (6-0)***

281
282 ***Mr. Kiley MOVED to recommend \$133,793.00 for building improvements for the***
283 ***Department of Public Works.***

284 ***Seconded by Mr. Crate.***

285
286 Mr. Kiley wanted the Committee to know that the estimate for the improvement and repairs
287 were soft. The Department of Public Works had not been able to get Osgood in to do the
288 assessment, so it was a rough estimate for the improvements and repairs.

289
290 **Roll Call Vote:**

291 **Dan Kiley, Keith Thomas, Ed McLaughlin, Sam Eaton, Eric Crate and Holly West all**
292 **voting Yea.**

293 **None voted Nay.**

294
295 *** *The Vote on the MOTION was approved (6-0)***

296
297 ***Mr. Kiley MOVED to recommend the approval of \$42,000.00 for the Community***
298 ***Building and Pavilion Roof replacement.***

299 ***Seconded by Mr. Crate.***

300
301 Ms. West said the Committee has spoken about this several times. She thought if they
302 deferred the roof repairs for too longer the Town could end up with bigger issues. Some
303 members thought a standing seam roof should be put on.

Roll Call Vote:

Dan Kiley, Keith Thomas, Ed McLaughlin, Sam Eaton, Eric Crate and Holly West all voting Yea.

None voted Nay.

** The Vote on the MOTION was approved (6-0)*

**Mr. Kiley MOVED to recommend \$13,500.00 for the purchase of a DPW Steamer.
Seconded by Mr. Crate.**

No further discussion took place.

Roll Call Vote:

Dan Kiley, Keith Thomas, Ed McLaughlin, Sam Eaton, Eric Crate and Holly West all voting Yea.

None voted Nay.

** The Vote on the MOTION was approved (6-0)*

**Mr. Crate MOVED to recommend \$30,000.00 for the replacement purchase of a zero-sort compactor for the Transfer Station.
Seconded by Mr. Kiley.**

No further discussion took place.

Roll Call Vote:

Dan Kiley, Keith Thomas, Ed McLaughlin, Sam Eaton, Eric Crate and Holly West all voting Yea.

None voted Nay.

** The Vote on the MOTION was approved (6-0)*

2021 Proposed Appropriation to CIP-CRF

RECOMMENDED	NOT RECOMMENDED
Fire Dept. Engine 4 Replacement	
Fire Dept. Car 1 Replacement	
Police Cruiser Replacement	
DPW F-350	
DPW Ten Wheel Dump Truck, Plow Package	
DPW Building Improvements	

(Roof Ext., Wall Repairs, Exhaust Extraction, Insulation	
Community Building & Pavilion Roof Replacement	
FD SCBA Replacement Air Packs	
Fire Dept. Union Street Furnace Replacement	
DPW Steamer (Trailer Mounted)	
Transfer Station Zero-Sort Compactor Replacement	

339

340 **IV. PUBLIC COMMENT:** None

341

342 **V. ADJOURNMENT:**

343

344 *A MOTION was made by Mr. Eaton to adjourn the meeting at 8:25 PM.*345 *The MOTION was seconded by Mr. McLaughlin.*

346

347 **Roll Call Vote:**348 **Eric Crate, Sam Eaton, Keith Thomas, Holly West, Dan Kiley, and Ed McLaughlin all**
349 **voting Yea.**350 **None voted Nay.**

351

352 ** The Vote on the MOTION was approved (6-0).*

353

354 Respectfully submitted,

355 Barbara Higgins

356 Recording Secretary

357

358

359