

**TOWN OF ENFIELD  
CAPITAL IMPROVEMENT COMMITTEE**

**MEETING MINUTES OF SEPTEMBER 30, 2019**

**Present:** Ryan Aylesworth (Town Manager), Dan Kiley, Kate Stewart, Bob Cusick, Sam Eaton, Holly West, Ed McLaughlin, Keith Thomas, Eric Crate

**Excused:** None

**Guests:** None

The meeting was called to order at 6:02 PM.

The first order of business was a discussion surrounding the present status of the ongoing municipal facilities review process and the role of the CIP Committee within this process.

Mr. Aylesworth explained that the architecture firm, Bread Loaf, that had been contracted by the Town completed their first official site visits to the Town earlier that same day. The visit lasted approximately three hours. The visit include some initial meetings with department heads and library trustees, and a relatively detailed walk through of Whitney Hall and the existing police facility. The visit concluded with initial examination of several possible locations in the village area and along US Route 4 that are possible candidates for the siting of a public safety facility.

Members of the CIP Committee expressed a desire to be active participants in process moving forward given that the charge of the CIP Committee extends to buildings and other forms of public infrastructure. Mr. Aylesworth indicated that the CIP Committee would soon be asked to partake in meetings with the Municipal Facilities Advisory Committee to ensure that everyone has complete information regarding what is being examined and ultimately build consensus and support for the recommendations that are later presented to the Board of Selectmen and the residents of Enfield.

The next order of business was a review of the capital items requests forms prepared by the various operating departments for the 2020-2025 timeframe.

The committee then reviewed the summary cash flow table of CIP appropriations and payments as prepared by the Town Manager, which for moment assumes that all capital items requested by the departments are ultimately funded in 2020. Each item requested will be reviewed in more detail in the weeks ahead, however, the committee expressed the opinion that a request submitted for a digital/internally illuminated sign to contain public announcements outside the Enfield Community Building should be either eliminated or significantly modified to reduce cost. Mr. Aylesworth indicated he would talk over the options with the Assistant Town Manager to see what could be done to accomplish the intended objective at a much reduced price point. The committee also expressed initial concerns over the estimated price (\$600,000) to replace Engine 4 with a Fire Rescue Pumper. Mr. Aylesworth noted that there were federal grants that could potentially offset up to 95% of this cost, but that these funds are competitive sought by municipalities across the nation. The committee agreed that these funds should be pursued and that the Fire Department should do everything in its power to maximize its competitiveness for such a grant.

The next meeting of the CIP Committee was scheduled for October 29 (Tuesday) beginning at 6:00 PM at the Public Works Facility.

Meeting adjourned at 7:45 PM.