



# Capital Committee

[www.essexct.gov](http://www.essexct.gov)

**Bruce M. Glowac, Chairman**  
**Tracey Celentano**  
**Kelly Sterner**

**Essex Town Hall**  
**29 West Avenue**  
**Essex, Connecticut 06426**  
**Telephone: 860-767-4340**  
**Fax: 860-767-8509**

## **CAPITAL COMMITTEE MEETING MINUTES** **December 1, 2022, 1:30 PM** **MEETING ROOM B**

Present: Bruce Glowac  
Tracey Celentano  
Kelly Sterner  
Jennifer Tousignant, Principal, Essex Elementary School  
Tom Fitzgerald, Maintenance Supervisor, Essex Elementary School  
Robert Grissom, Finance Director, Region 4

Bruce Glowac called the meeting to order at 10:30 a.m.

Kelly Sterner made a motion to approve the agenda, seconded by Tracey Celentano.  
Motion passed.

Bruce Glowac made a motion to approve the minutes of October 25th, with one amendment of the "next meeting date" to December 1, seconded by Kelly Sterner.  
Motion passed.

### New Business:

- a. Robert Grissom presented an abbreviated list of capital projects provided to the Board of Education by the BSC Group as part of the 2022 District-Wide Facilities Study.

### Essex Elementary School Capital Projects

#### 2025-2030

- Standby Generator – only immediate need
- Plumbing Drainage
- Electrical Distribution, Lighting, Related Systems\*\* (involves sewage drains, wiring, so it would be part of a natural renovation not stand-alone projects)

#### 2030-2035

- Water Heaters and Distribution Systems



- Plumbing Fixtures & Equipment, Toilets
- Windows
- HVAC Units & Systems (replace existing with better)
- Building Management & System Controls
- Gas Fired Furnace

#### 2035-2040

- Site Work (Electrical, Paving, etc.)
- Classroom Cabinetry & Woodworking (problem for the classrooms – poor design, fallen apart, phase in or do it all at once – no bond, would buy)
- Classroom Casework
- Fire Suppression/Sprinkler System
- Roof & Flashing

#### Other

- Sidewalks, Ramps, Soffit, Knee-walls (SW of building)
- Gymnasium Partition Doors (has been discussed for a few years)
- Stage Lighting
- Stage AC Unit
- Security Systems
- Crosswalk Enhancements (Since it's a state road the state make safety security issue)
- Air Handlers

Kelly Sterner stated that we bond about every 10 years; we need to identify the items critical in the next few years.

Kelly Sterner asked if any of these projects are eligible for state funding. Tom Fitzgerald said EES would have to research that. Kelly Sterner stated that either way, the referendum would be for full the amount.

Tom Fitzgerald stated that there are five air handlers to be replaced. There was discussion that there could be state money available. There was general discussion about the overall maintenance of the air handlers.

Jennifer Tousignant mentioned the security systems and that there was talk of a capital request this year but EES is up for a security audit and Jennifer Tousignant would like to see the results. Ideally it would be great if all the Region 4 schools were compatible. Tom Fitzgerald reported on the present security systems and costs. Walkway to the baseball field doesn't have access - need a paved or stone walkway

There was general discussion about the HVAC system.

There was general discussion about the gym.

**The committee agreed that they could ask for one million dollars for the following four EES projects: gymnasium windows, air handlers, gymnasium partition doors, and standby generator.**

Robert Grissom will refine the numbers and look at alternative sources for funding.

There was discussion about EES increasing the annual sinking fund contribution. Robert Grissom will advise Tracey Celentano if they want to increase the contribution for the fiscal year 2023-2024 budget.

b. River Road Sidewalk/Bridge Project

- The Town did not get approved. The status of the bridge is poor but not as poor as other bridges. The Town may reapply in March 2023. Kelly Sterner said include it at full dollar. Ivory Street Bridge. Do we want to proceed with it and pay out of pocket? \$750,000 for Ivory St. and Walnut St. Bridge was \$2MM. There was general discussion about the bridge projects and what was required by the State. Sidewalk project will be independent of the bridge. Need to start the sidewalk. Do we do a bond and anticipation note? The State changed our contacts and didn't tell the Town.

The committee's next meeting will be with Resident State Trooper Mark Roberts to discuss potential bonding projects related to Police Services and possibly Animal Control. The date for the next Capital Committee meeting is Tuesday, December 13<sup>th</sup> at 10:30am.

Bruce Glowac made a motion to adjourn the meeting at 2:39 p.m. seconded by Tracey Celentano. Motion passed.

Respectfully submitted,  
Alyson Finnegan