

**Board of Finance  
Capital Reserve Committee**

**Meeting Minutes  
Thursday, January 29, 2015  
Barkhamsted Town Hall**

Attendance: Don Stein, John Doyle, Rich Winn, and Tom Brodnitzki. Also present were Rich Novak, Jeff Linton

Absent: Pam Cole, and Kim Rascati

Meeting called to order at 6:05 PM.

- The committee reviewed the minutes of the meeting of 12/16/14 and agreed that there were no changes required.
- The committee reviewed the proposed 2015/16 plan for the Town and the School and agreed on the attached expenditures. Don Stein will continue to refine the numbers and bring it to the Committee for approval at their next meeting. It will then be referred to the Board of Finance for their consideration and approval.
- The next meeting will be 2/17/15 at 6:30.

The meeting was adjourned at 6:40 PM.

Respectfully submitted,

Donald S. Stein  
First Selectman

Capital Plan  
Town of Barkhamsted

|   | Prior Years   | 13/14         | 14/15          | 15/16          | 16/17          | 17/18          | 18/19          | 19/20          | 20/21          | 21/22          | 22/23          | 23/24          | 24/25          |                         |                         |                        |
|---|---------------|---------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|-------------------------|-------------------------|------------------------|
| Capital Reserve - Initial                         | 18,644        | 0             | 0              | 0              | 2,700          | 2,700          | 2,700          | 2,700          | 2,700          | 2,700          | 2,700          | 2,700          | 2,700          |                         |                         |                        |
| Capital Reserve Projects Returned to Reserve Fund |               | 175,300       | 241,300        | 259,720        | 362,000        | 417,000        | 395,000        | 252,000        | 335,000        | 354,000        | 100,000        | 150,000        | 100,000        |                         |                         |                        |
| Additional Capital Contribution                   |               |               |                | 2,700          |                |                |                |                |                |                |                |                |                |                         |                         |                        |
| <b>CAPITAL ITEMS</b>                              |               |               |                |                |                |                |                |                |                |                |                |                |                | <b>PROJECT EXPENSES</b> | <b>RETURNED TO TOWN</b> | <b>PROJECT BALANCE</b> |
| Senior Center Roof Revaluation                    | 2,700         | 20,000        |                |                |                |                | 35,000         |                |                |                |                | 30,000         |                | 20,000                  | 2,700                   | 0                      |
| Town Hall Roof                                    |               |               | 30,000         |                |                |                |                |                |                |                |                |                |                | 23,416                  |                         | 6,584                  |
| Town Hall Drainage                                |               | 20,000        | 12,000         |                |                |                |                |                |                |                |                |                |                |                         |                         | 32,000                 |
| Plan of Conservation & Development                |               |               |                | 30,000         |                |                |                |                |                |                |                |                |                |                         |                         | 0                      |
| Town Hall File Server/IT                          |               | 20,000        |                |                |                |                | 15,000         |                |                |                |                | 20,000         |                |                         |                         | 30,000                 |
| Tax Sale  | 13,925        |               |                |                |                |                |                |                |                |                |                |                |                |                         |                         | 55,000                 |
| Land Use Upgrades                                 | 2,019         |               |                |                |                |                |                |                |                |                |                |                |                |                         |                         | 13,925                 |
| Replace 1997 Loader                               |               |               | 150,000        |                |                |                |                |                |                |                |                |                |                |                         |                         | 2,019                  |
| Replace 1997 Backhoe                              |               |               |                |                |                |                |                | 125,000        |                |                |                |                |                |                         |                         | 150,000                |
| Excavator Rotating Grapple                        |               |               |                |                |                |                |                |                |                |                |                |                |                |                         |                         | 125,000                |
| Mowing Equipment                                  |               |               |                |                |                | 30,000         |                |                |                |                |                |                |                |                         |                         | 0                      |
| Salt Shed Tent Replacement                        |               |               |                |                |                |                |                |                | 15,000         |                |                |                |                |                         |                         | 30,000                 |
| Senior Center Parking Lot                         |               |               |                |                |                | 80,000         |                |                |                |                |                |                |                |                         |                         | 15,000                 |
| Senior Center Boiler/HVAC                         |               |               |                |                | 12,000         |                |                |                |                |                |                |                |                |                         |                         | 80,000                 |
| Replace 2001 International                        |               |               |                | 160,000        |                |                |                |                |                |                |                |                |                |                         |                         | 12,000                 |
| Replace 2002 F250 (Rich)                          |               |               |                |                | 50,000         |                |                |                |                |                |                |                |                |                         |                         | 160,000                |
| Replace 2000 International                        |               |               |                |                | 185,000        |                |                |                |                |                |                |                |                |                         |                         | 50,000                 |
| Replace 1997 International                        |               |               |                |                |                | 195,000        |                |                |                |                |                |                |                |                         |                         | 185,000                |
| Replace 2002 International                        |               |               |                |                |                |                | 205,000        |                |                |                |                |                |                |                         |                         | 195,000                |
| Replace 2006 International                        |               |               |                |                |                |                |                |                | 200,000        |                |                |                |                |                         |                         | 205,000                |
| Truck Fund  |               |               |                |                |                |                |                |                |                | 100,000        | 100,000        | 100,000        | 100,000        |                         |                         | 200,000                |
| <b>Subtotal</b>                                   | <b>18,644</b> | <b>85,000</b> | <b>192,000</b> | <b>190,000</b> | <b>247,000</b> | <b>305,000</b> | <b>255,000</b> | <b>125,000</b> | <b>215,000</b> | <b>100,000</b> | <b>100,000</b> | <b>150,000</b> | <b>100,000</b> | <b>43,416</b>           | <b>2,700</b>            | <b>2,036,528</b>       |
| Front Door Security                               |               | 10,000        |                |                |                |                |                |                |                |                |                |                |                | 4,403                   |                         | 5,597                  |
| Side Door/Window Improvements                     |               | 20,000        |                |                |                |                |                |                |                |                |                |                |                | 10,934                  |                         | 9,066                  |
| Alarm/Surveillance Upgrades                       |               | 20,000        |                |                |                |                |                |                |                |                |                |                |                | 9,126                   |                         | 10,874                 |
| Cafeteria Dishwasher                              |               | 16,500        |                |                |                |                |                |                |                |                |                |                |                |                         |                         | 16,500                 |
| School Computer Technology                        |               | 12,300        |                |                |                |                |                |                |                |                |                |                |                |                         |                         | 12,300                 |
| School Water Systems                              |               | 11,500        |                |                |                |                |                |                |                |                |                |                |                |                         |                         | 11,500                 |
| School Alerton Control System                     |               |               | 13,000         |                |                |                |                |                |                |                |                |                |                | 11,500                  |                         | 1,500                  |
| School Painting (Interior)                        |               |               | 11,000         | 13,800         | 23,000         |                |                |                |                |                |                |                |                | 11,000                  |                         | 36,800                 |
| System & Filter Neurializing Tanks                |               |               | 10,300         |                |                |                |                |                |                |                |                |                |                | 10,207                  |                         | 93                     |
| School Desks and Chairs                           |               |               | 15,000         |                |                |                |                |                |                |                |                |                |                | 6,603                   |                         | 8,397                  |
| Student data system (Power School)                |               |               |                | 15,900         |                |                |                |                |                |                |                |                |                |                         |                         | 15,900                 |
| Flooring*   |               |               |                |                | 64,000         | 52,000         | 140,000        | 31,000         | 17,000         |                |                |                |                |                         |                         | 304,000                |
| Technology Grant ( carts -51% reimb.)             |               |               |                | 15,520         |                |                |                |                |                |                |                |                |                |                         |                         | 15,520                 |
| Concrete  |               |               |                |                | 28,000         |                |                |                |                |                |                |                |                |                         |                         | 28,000                 |
| Freezer/Cooler                                    |               |               |                |                |                |                |                | 32,000         |                |                |                |                |                |                         |                         | 32,000                 |
| Card Access                                       |               |               |                |                |                |                |                | 14,500         |                |                |                |                |                |                         |                         | 14,500                 |
| Outdoor Security (video/intercom)                 |               |               |                |                |                |                |                |                | 28,000         |                |                |                |                |                         |                         | 28,000                 |
| Windows   |               |               |                |                |                |                |                |                |                | 254,000        |                |                |                |                         |                         | 254,000                |
| Doors   |               |               |                |                |                |                |                |                |                |                |                |                |                |                         |                         | 0                      |
| Accounting Software                               |               |               |                |                |                |                |                |                |                |                |                |                |                |                         |                         |                        |
| Clocks/Intercom/Fire panel                        |               |               |                |                |                |                |                | 49,500         |                |                |                |                |                |                         |                         | 49,500                 |
| Classroom lighting                                |               |               |                |                |                | 60,000         |                |                |                |                |                |                |                |                         |                         | 60,000                 |
| Oil Tank  |               |               |                |                |                |                |                |                | 75,000         |                |                |                |                |                         |                         | 75,000                 |
| Boiler Circulator/Booster Pumps (1990)            |               |               |                | 24,500         |                |                |                |                |                |                |                |                |                |                         |                         | 24,500                 |

Revised 1/30/2015

Note: Loan rates cannot be known until time of closing.

Capital Plan  
Town of Barkhamsted

|                             |  |         |         |         |         |         |         |         |         |         |         |         |         |          |        |            |
|-----------------------------|--|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|----------|--------|------------|
| Subtotal                    | 0  | 90,300  | 49,300  | 69,720  | 115,000 | 112,000 | 140,000 | 127,000 | 120,000 | 254,000 | 0       | 0       | 0       | 63,774   | 0      | 1,013,546  |
| Capital Expense             | 18,644   | 175,300 | 241,300 | 259,720 | 362,000 | 417,000 | 395,000 | 252,000 | 335,000 | 354,000 | 100,000 | 150,000 | 100,000 | 107,190  | 2,700  | 3,050,074  |
| Net Capital Reserve Balance | 0  | 0       | 0       | 2,700   | 2,700   | 2,700   | 2,700   | 2,700   | 2,700   | 2,700   | 2,700   | 2,700   | 2,700   | -107,190 | -2,700 | -3,050,074 |
|                             |  |         |         |         |         |         |         |         |         |         |         |         |         |          |        |            |
|                             | * '16/'17 - hallway, basement VCB; '17/'18 - cafeteria, library, main office, gym; '18/'19 - classrooms; '19/'20 - basement/barthrooms VCT; '21/'21 - stairwells |         |         |         |         |         |         |         |         |         |         |         |         |          |        |            |