

**Town of Thomaston  
Capital Improvement Committee  
Meeting Room 1**

Minutes  
March 2, 2010 5 pm

**Members present:** Paul Biron, Frank Treglia, Marie Galbraith, Sue Smith, Dave Bertnagel

**Others present:** None

**Call to order:** The meeting was called to order at 5:05 pm.

**Minutes:** The Minutes of Feb 8 and Feb 23 were presented. D. Bertnagel made a motion to accept the minutes as presented, P. Biron seconded. Motion passed.

**Old Business:** The WPCA offered suggested wording for the Policy statement as it pertains to the WPCA sinking fund. Discussion ensued. D. Bertnagel made a motion to approve the suggested policy changes to Section II A Part 4 as presented. S. Smith seconded. Motion passed. S. Smith will make the changes and email the policy to members of the CIP committee. Committee will present the final policy to the Board of Finance for adoption at the March 9 meeting.

**New Business:**

**Technology.** S. Smith reviewed the technology request for PC replacement. S. Smith reported that 6 PCs need replacing. There is not enough money currently in the fund to do so because in order to buy government licensing, you have to buy blocks of five for both Office products and Operating systems. With government licensing, you can continue to use Office or the Operating system on replacement PCs. When you buy a PC preloaded that license goes with that PC when its disposed of - you can not transfer that license to the new PC. This will save the Town money in the long run.

The second phase of server replacement which was not funded last year is the off-site storage solution, which both the Board of Ed and the Town will utilize. This phase also connects the networks so that the Police department will have access to the security cameras at the school.

S. Smith reported that a committee is looking at the replacement of the voice mail system. It is a very time consuming task with many meetings, demos and technology research associated with it in order to make the best decision for the Town to go forward. The committee has received estimates ranging as high as \$35,000 plus the needed infrastructure improvements if VOIP or a hybrid is chosen. \$50,000 has been submitted as an estimate to handle the Town and Library. Interest free financing is available or this could be a potential bond project.

**Town Hall:** Scott Simpson is no longer working for the Town to review his projects. Ongoing projects funded in part last year are the Banisters, rotten wood and trim replacement on townhall, carpet replacement, and water source heat pump replacement. Committee approves that these projects continue to be funded. Other projects such as clockface in the tower are deferrable or could be a fundraising project.

**Bonding and Debt analysis:** S. Smith presented a list of projects for inclusion in the next bond issuance and its effect on the debt service over the next 25 years. \$1.2 million is included for emergency communications in the bond, however S. Smith was told that this price could be more like \$2.5 million. D. Bertnagel said that number could even be higher. Discussion ensued. The committee recommends to the Board of Finance that the Board of Finance recommend to the Board of Selectmen to pursue regionalizing emergency communications and pursue other opportunities. Grants are available to COG for regionalized projects.

Committee reviewed all projects and ranked all projects. S. Smith will update the database and reports for the next meeting.

Next meeting March 9, 2010 at 5:00 PM in Meeting Room 1.

Meeting adjourned at 6:40 pm- motion by D.B seconded by P.B.

Recording of Minutes by S. Smith

March 3, 2010