

A Special Meeting of the **Capital Improvement and Strategic Planning Committee** was held on October 25, 2023 at 4:00 p.m. in City Hall Council Chambers, 111 North Main Street, Bristol, Connecticut.

Members Present: Mayor Caggiano, John Smith, Glenn Heiser, Tom Hislop, Sebastian Panioto, Marie O'Brien, Jacqueline Olsen, Cheryl Thibeault and Diane Waldron (Zoom)

Also Present: Dave Maikowski, Robin Manuele, Jessica Pilgrim, Peter Fusco, Kate Carbone and Ray Rogozinski

1. Call to order

Mayor Caggiano called the meeting to order at 4:00 p.m.

2. Approval of the March 20, 2023 minutes and to take any action as necessary

Commissioner Olsen made a motion seconded by Commissioner Smith "to approve the minutes from March 20 2023." Motion approved.

3. To discuss status updates on approved Capital Projects and to take any action as necessary

Mayor Caggiano stated the Capital Improvement Strategic planning session is starting early this year, the Comptroller's Office is taking on this task using the new platform and focusing on the scorecard rankings

The Committee reviewed the Department Head submissions which provided an update of approved capital projects in progress. There were some project closeouts which went before the Board of Finance this month. This process provided an opportunity for the Comptroller's Office to review projects with Departments.

Public Works presented costs of renovations for the future use of City Hall West and HVAC repairs. Discussion was held on the future of the Police Department. Commissioner O'Brien questioned if Public Works looked at other similar municipalities to see where the location of a police headquarters is most appropriate and questioned what kind of development would be appropriate for the reuse of the space. The Mayor is asking this group to bring their ideas forward, as this is a major change in direction for the police department and use of the current building.

Commissioner Thibeault questioned why the culinary program was on hold. Dr. Carbone explained the state reimbursement piece was submitted in July for approval the following June. Once that is approved the project can move forward.

Commissioner Thibeault questioned if Firehouse 3 will be within budget. Commissioner Panioto explained the Committee is trying to work within the budget however, the \$3 million expected from the State did not come through.

4. To review the Scorecard Rankings for the 2024-2025 Capital Budget and to take any action as necessary

Diane discussed the ranking of the 23-24 Scorecard Rankings of projects, and how it helped to delay certain projects for funding in FY24.

Mayor Caggiano stated there was not a good evaluation or method to accurately score the financial impact of the projects. For example, the Bike Path, it was a match to a grant for the City. Commissioner Heiser discussed the total impact of existing projects, the bonding and debt impact and if there are any Departments that are overlooked as well as are there Departments which should receive more funding.

Commissioner O'Brien stated the operational impact criteria should probably factor in the financial requirements of the project including long term, ongoing operational costs. Discussion was held on weighting the criteria to give higher focus and credit to what the committee feels are important to the community. The quality of life criteria was discussed, which can fall under Health & Safety and Environmental and Economic Vitality. It was discussed the three areas which should be weighted higher are Operational, Legal and Other Funding Sources as these are more concrete and the other three are more subjective.

The priority rankings of the projects were discussed, and Departments should rank their projects. Ray stated the priorities of Public Works are maintaining assets.

Discussion was held on the strategic aspect of the committee as most discussion in the past has been on been mainly the financial aspect. Individually, Departments have been discussing their own strategic plans such as Parks, Library and BOE. The discussion of a Police Station should be planned strategically along with the Post Office and Fire Station as this plan should play a major role in the downtown development of North Main Street. The cost of repairs to the current building, should the police station move to another site should be a factor in these discussions.

The next meeting of the Committee will be November 8<sup>th</sup> at 4 pm.

5. Adjournment

Commissioner O'Brien made a motion seconded by Commission Heiser "to adjourn" at 5:06 p.m. Motion approved.

Jodi A. McGrane  
Recording Secretary