

**MEETING MINUTES
FLEET MANAGEMENT AD HOC COMMITTEE
SPECIAL MEETING
August 8, 2011
4:30 p.m. – First Selectman's Office**

Members present: Daniel M. Steward, First Selectman, G. W. "Bill" Sheehan, Board of Finance Representative, Sharon Palmer, Moderator, RTM, and Rudie Beers, Director of Finance. James Bartelli, Assistant Director of the Utility Commission was also on hand for the meeting.

1. **Call to Order** – First Selectman Steward called the meeting to order at 4:31 p.m.
2. **Consider and act upon a request from Neftali Soto to replace C3 (51 WFD), a 1991 20-Year Specialty Unit, Sewer Cleaning Truck/Equipment, Utility Vehicle listed in the Fleet Management Plan for replacement in FY12 at a value of \$180,000 with a similarly equipped unit at a cost of \$244,676. This price exceeds the fifteen percent price variance from the replacement cost noted in the plan.**


Discussion ensued with Ms. Beers observing that it would appear not to be in the Town's best interest to use the existing C3 as a trade and questioned Mr. Bartelli about his recommendation to use the existing cab & chassis for an alternative Town purpose. In addition, it is noted that the vendor has agreed to allow the Town to piggyback the City of Groton's bid for purchase of this same vehicle. Mr. Bartelli will report back to the Purchasing Agent and the Director of Finance relating to how long the vendor has agreed to hold the bid open at the Groton bid pricing. Ms. Palmer questioned how often the replacement parameters were reviewed for vehicles and rolling stock in the fleet and was assured that the departments have a responsibility to do this annually through the Capital Planning Process. A review of Fleet Management Fund Balance as projected by the Director of Finance indicates that the fund could support this additional expense without impacting the projected five-year level funding for Fleet Management.

MOTION: Upon motion of Ms. Beers and second of Mr. Sheehan, it was unanimously voted to approve the request of the Utility Commission for additional funding in the amount of \$64,676.00 to bring funds available for the replacement of C3 up to a level of \$244,676 which included a friendly amendment offered by Ms. Palmer that the existing C3 would not be used as a trade-in against the replacement.

VOTE: 4-0 Motion Passes.

3. **Adjournment** - There being no further business to come before the Committee, and upon a motion made by Ms. Beers, seconded by Ms. Palmer and unanimously approved, the meeting was adjourned at 4:50 p.m.

Respectfully Submitted,


Rudie Beers
Secretary Pro-Tem

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