

MINUTES OF THE SPECIAL CHESHIRE TOWN COUNCIL MEETING AND BUDGET COMMITTEE MEETING HELD ON TUESDAY, AUGUST 21, 2018, AT 6:30 P.M. IN ROOM 207, TOWN HALL, 84 SOUTH MAIN STREET, CHESHIRE CT 06410

Present

Robert J. Oris Jr. Chairman; Paul Bowman, Vice Chairman; Timothy Slocum, Budget Committee Chairman; Patti Flynn-Harris, Thomas Ruocco, Peter Talbot, David Veleber. Absent: Jeffrey Falk and Sylvia Nichols

Staff: Sean Kimball, Town Manager; Arnett Talbot, Asst. Town Manager; James Jaskot, Finance Director; Gina DeFilio, Deputy Finance Director; Fire Chief Jack Casner; Deputy Chief Donald Youngquist; Deputy Chief Dan Ford; Police Chief Neil Dryfe; Deputy Police Chief Brian Pichnarcik; PW Director George Noewatne; Parks and Rec Director Dr. Joshua Mederios; Supt. Of Schools Jeff Solan; COO (DOE) Vincent Masciana.

Chairman Oris called the meeting to order at 6:30 p.m.

1. ROLL CALL

The Clerk called the Roll and a quorum was determined to be present.

2. PLEDGE OF ALLEGIANCE

The group Pledged Allegiance to the Flag.

3. RECAP AND DISCUSSIONS RE: FISCAL YEAR 2018-2019 FIVE-YEAR CAPITAL EXPENDITURE PLAN AND ANNUAL CAPITAL EXPENDITURE BUDGET.

Town Manager Kimball distributed the handout for the August 21st meeting. He explained the handout contains back-up memos, information, and responses to questions posed at earlier meetings. On the year #1 worksheet, Mr. Kimball advised the projects are the same except for removal of the Roof Replacement project for the school district.

SECTION 1 – PUBLIC SAFETY

1 - Public Safety/Video Surveillance/Townwide closed circuit camera system (page 1)

The handout contains a Cheshire Police Department (CPD) memorandum which outlines the details on how school system cameras are accessed from CPD; current practices; better labeling system for these cameras; testing to insure cameras are working at the beginning of each CPD shift; system is accessed by the Dispatcher(s) for regular testing as shifts change, especially during school hours.

Chief Dryfe stated the cameras are up and running. The Dispatcher for each shift will have the ability to see the school cameras for testing; it is not feasible to test all cameras due to the large number (CHS has 180 cameras); between CPD and school

staff it will be known if a camera is down; the Dispatcher duty list includes “check school cameras”.

Mr. Bowman does not want a breakdown of the school security cameras, and said he is pleased with the CPD ongoing assessment of these cameras.

2 - Mutual Fire Department Aid/Payment – Surrounding Towns (page 4) – The response from these towns included the age of responding mutual aid apparatus. As for pay for expanded mutual aid, Mr. Kimball said Wallingford and Southington would not enter a payment program.

Chief Casner explained that Cheshire has a mutual aid agreement with half of the surrounding towns; other towns will not make such a commitment, but will offer assistance as needed; and it is uncertain how this would be perceived by the volunteer firefighters. For the industrial park, Cheshire would have mutual aid from Southington’s Milldale Station.

In that regard, Mr. Bowman cited his concerns for Cheshire’s firefighters, having enough volunteers, their training, fair compensation, and their importance to the community.

3- Age of Equipment – Chief Casner talked about the age of equipment, noting it varies amongst towns due to call volume, demands on the vehicles, type of fire trucks (more durable and heavy pieces of equipment).

Mr. Bowman questioned the manufacturer’s suggested life expectancy of the CPD new fire truck or how long a vehicle should last.

This truck is built under NPA 1901 standards, and Chief Casner said life expectancy is 15 years for a front line truck and 25 years for a hold vehicle. Cheshire’s trucks look nice, are very clean, and Chief Ford runs the maintenance side of the firehouse.

Deputy Chief Ford restated that all vehicles are built to the NPA 1901 standards; manufacturers do not directly state life expectancy; there is a warranty on the life time of the frame; there is an established plan in the capital budget to replace apparatus. He is responsible for vehicle maintenance, and to shy away from the proposed replacement plan will have CPD with 30 year old vehicles. These trucks must be maintained; it is difficult and takes time to get parts; the 2003 truck just had \$30,000 worth of work and is equal to a refurbished vehicle.

Combo FY 22-23 Rescue Truck- Mr. Oris asked about this truck, whether it is a benefit to accelerate its purchase, which might eliminate future need for one more vehicle. He commented on looking for efficiencies, but insuring public safety, and \$1.3M for two trucks and savings involved. Mr. Oris will support advancing purchase of one fire truck in the FY 18-19 capital plan.

Chief Ford said this route could be taken, but there are concerns about getting one vehicle to replace two vehicles. There would be equipment problems, fitting all equipment into one vehicle (from two). This could affect ISO insurance rating; this goes back to the taxpayers with increased insurance costs; and there would still be the need to purchase smaller vehicle (FI 50). Chief Ford said a discussion would be needed on the savings, and whether the combo truck is good for the Town. CFD has worked hard to reduce costs, i.e. \$1.3M ladder truck cost was reduced to \$924,000. A new truck would be delivered in 12 to 15 months.

There would be one year to review and determine the ISO rating, and Chief Casner will have more information to bring back to the Council.

Mr. Talbot clarified that the \$640,000 this year is for a pumper truck; two years out there is a rescue and pumper; there would be another year to look at the combo truck, allowing CFD to do more research.

Chief Casner said this would enable determination of changes, and he is optimistic about the new truck suiting the needs of the community.

Firefighter Masks – Mr. Bowman revisited this issue of each firefighter having a mask.

Chief Casner explained that each mask has a cost of \$600 to \$800; to fully equip a firefighter with gear is \$2,200; and he has concerns about firefighters taking care of the equipment, keeping it clean and dry; and especially maintenance of the masks which are required for safety, and a critical component of the overall equipment.

4-Direct Revenue Proposal – Town Manager Kimball is looking to bring forward some of the financial impact on police care special duty fee revenue, with a formal proposal in three months.

SECTION 2 - RECREATION

5- Priority of requested Pool Equipment – The list was in the handout for Council consideration. It was noted that the bocce and volleyball court could be built by Town crews.

6 – Chapman Property Planning Request – The handout included a memo from Dr. Mederios on development of the Chapman Property, evaluation of existing park and recreation assets, needs of stakeholders and general public, engaging a firm to conduct a comprehensive inventory of all recreation assets, i.e. a master plan. A decision must be made on the feedback wanted and needed, and a lower cost would not include all the elements that have been discussed. Dr. Mederios stated the study could be a review of the town parks separate from or together with the Chapman property, and potential concepts of what would be on the Chapman property. He said that the public

continues to inquire about what is going to happen with the Chapman property, and having a plan would provide information to the public. The town of Darien conducted such a study and plan at a cost of \$102,000.

The Council held a discussion about an analysis of all the Town parks, the need for a comprehensive understanding of the parks, their use/who uses them, what the Town has in these parks, and what is best for the cost involved. The Parks and Rec Commission should take an active role in this study and the scope of work involved. Councilors talked about the proposed cost of \$100,000; \$50,000 was considered as the appropriate cost for the assessment of the parks and Chapman property. Mr. Oris pointed out the Town has done a good job with acquiring assets, and there needs to be a plan on how they can be used by the public.

Dr. Mederios said he would be comfortable with \$75,000 for the study and master plan but will work within the Council's decision.

Sponsorships were raised by Ms. Flynn-Harris who asked about their availability for enhancements to the community pool.

The Council was told by Dr. Mederios that he is preparing a sponsorship brochure for the parks and the pool.

7 – Responses to Councilor Nichols' questions – in the handout for Council review.

SECTION 3 – PUBLIC WORKS

8 – Vacuum Truck is a 10 wheel Truck.

9 – F-350 Truck @ \$55,000 prioritized over F-250 Grounds Truck at \$48,000
PW Director Noewatne stated he recommends the F-350 Truck; it can plow in the winter; and Public Works can also use WPCD trucks for smaller plowing work.

10 – Performance Contracting for Certain Capital Projects
Town Manager Kimball stated that some of these projects have a longer payback period. The lower pay back projects help finance the longer projects.

PW Director Noewatne stated the lighting upgrade payback is 2 to 3 years, and this money can be used for other energy saving enhancements. His recommendation is to stay with the capital budget plan. With regard to the interior and exterior lighting district wide, Eversource has a 50% reimbursement. Mr. Noewatne said the Town should take this deal, and not put this project into a performance contract. He said boilers have a payback of +20 years.

Pool Heat & Power Unit \$200,000 – payback on this project is \$35,000 a year; average payback time is 5 years; the unit has a +10 year life expectancy. This project would need an RFP. The contract would include guaranteed energy savings.

Mr. Noewatne said the past performance contract was \$10.2M; it was managed by Ameresco; and part of the contract included any year without energy savings would have payment by Ameresco.

Handout page 22 – Front Line Dump Trucks – The plan is for replacement of one truck each year going forward.

C – replacement one truck per year

D – years in service for each truck listed

B – Town Manager recommendation for 2 trucks this year and 2 trucks next year;
This would be in line with the replacement schedule.

Mr. Kimball commented on the Town having a good maintenance program for the fleet and it is feasible to do one truck a year. There is a grant request for the 6-wheeler bio-diesel conversion. The State has \$7.5M for this grant, and received \$50M in requests.

Mr. Noewatne cited the poor condition of the 2004 to 2008 Sterling trucks, which have double frames that are rotting and in bad condition.

PUBLIC

Joe Dellavalle, 949 Farmington Avenue, questioned the investment of \$1M for trucks and need for a 10-wheeler. He said the trucks should have been better maintained, washed, cleaned, and kept ready for the road.

Mr. Slocum stated the Town has an excellent group of mechanics doing an excellent job of maintaining the trucks. However, some of the older trucks have rotted frames and other mechanical issues and problems, requiring them to be replaced.

With regard to the maintenance of the trucks, Mr. Noewatne explained they are steam cleaned, sprayed with protective coat, but over years of use the frames do rot out. The 10-wheeler truck will be used for hauling of materials and removing snow. In response to comments from Mr. Dellavalle, an offer was extended by Mr. Noewatne to meet and visit the Town Garage.

Chairman Oris stated that the Council does not rubber-stamp every vehicle replacement request every year. There are questions based on what is needed as well as service to the taxpayers. The Council and staff work to push the life of the trucks out longer.

Page 20 – Mr. Kimball reviewed the information on 20 year amortization. Projects 1, 2 and 3 could be bonded for less than 20 years; it is total pool financing and bonded.

Mr. Jaskot cited road projects being bonded and having a 50 year life. Overall the Town has done 20 year bonding, and there is a look at doing something different.

Page 17 – Town Debt Maturity Schedule, All bonds and noted, June 30, 2019.

Page 18 – Debt to be paid by General Fund, 2018-2019.

Page 19 – Debt to be paid by WPCD

Mr. Jaskot stated it is projected the Town will have a \$16M issue this winter; the Town bonds every other year; this equates to \$8M per year.

Page 14 – Town Manager Recommended – Year 1 Review

#27 - Roof Replacement, \$175,000 moved out to year #2.

9 - Traffic Study, \$70,000 removed from the CEP.

#11 - Fire Truck Pumping Engine \$640,000; could be moved out one year.

Mr. Oris stated his support of this truck due to the age of the current CFD vehicles. If the new vehicle is ordered this year, it will be delivered in 12 to 15 months. There was support for the purchase of the truck this year and deferring the rescue vehicle to next year.

#13 – PW Dump Trucks and Plows \$447,000; there is a \$225,000 difference between the 6 wheel and 10 wheel trucks; the purchase was adjusted to \$211,000 for one truck; and Council is comfortable with purchase of one truck per year for the next 10 years. The 10 wheeler truck would be delivered over the winter; the 6 wheeler truck would be a one year delivery time.

#14 – Public Works Dump Trucks and Plows \$103,000. This item includes the larger scale mower, which the Council did not approve last year. Mr. Bowman said this should be looked at again due to combined services for the Town and BOE, or sub-contract out the mowing services. He prefers getting the larger mower rather than hiring more people to get this work done. On page 44 of the budget book, Mr. Kimball said this mower shows up under PW Grounds Equipment.

Page 87- Mr. Noewatne talked about the \$16,000 for the Hot Box, which can be put in any of 6-wheel truck.

The Council adjusted #14 to \$16,000 for the Hot Box.

#4 – Vehicle/Equipment Replacement Fund, \$248,000. This includes the PW Grounds Mower at \$67,000 (4000D Grand Master, 12 foot cut). This budget request was reduced by \$55,000.

Mr. Ruocco cited his changes to the first year of the CEP.

- #5 – Capital Planning Account, reduce to \$75,000.
- #9 – Traffic Study, \$70,000, remove from the CEP.
- #11 – Replace 1992 Fire Truck, \$640,000, defer to next year.
- #13 – Public Works Dump Trucks and Plows, \$447,000, reduce to \$211,000.
- #15 – Road Improvement Program, \$\$1.75M, reduce to \$1.2M (determine what roads and miles of road improvements effected by this reduction).
- #23, #24, #25 – eliminate; non-essential projects; reduction of \$330,000.
- #30 and #39 – defer to 2nd year of the CEP.
- \$24 – Showmobile; eliminate pending outcome of parks analysis.
- #17 – Automated Trash Collection, \$500,000; take out and defer to later year.

Councilors discussed #15, and possibility of \$1.5M for road projects.

The Council discussed Mr. Ruocco's recommended budget reductions.

39 – Technology. The technology items were reviewed by the Council and Apex Technology (Mr. Verrill) at the August 15th meeting, for additional, redundant internet access and bandwidth.

\$150,000 FY 2018-2019. In the past few years there were some short outages. This requested allocation will fund installation of additional, dedicated internet services, including circuit build-out and equipment at Cheshire High School and Dodd Middle School. This would eliminate single points of failure, increasing bandwidth and access to services for teachers and students through the school system. The BOE does not want to have a day without internet access; there is a need to expand and it makes sense; it is also important for emergency and public safety services.

#11 – Fire Truck, \$640,000. The Fire Department will have two 25+ year old vehicles; one new truck will be purchased this year, and the rescue vehicle would be deferred out one year.

#25 – Ms. Flynn-Harris stated support of the analysis of the Town parks/property and Chapman Property, at \$75,000 in year #1 of the CEP.

The Councilors agreed to consideration of #25 reduction to \$50,000.

Projects #30, #31 were removed from the first year of the CEP; #32 could be an energy performance contract project.

Recap of the CEP Year #1 as of the August 21st meeting

- #3 – (\$375,500); Council Final # - \$88,500
- #4 – (\$55,000)
- #5 – (\$75,000)
- #9 – out of CEP (\$70,000)
- #13 – (\$211,000); Council Final # - \$236,000

#14 – (\$87,00) Council Final # - \$16,000
#15 – (\$250,000); Council Final # - \$1.5M
#24 – (\$120,000); Council Final # “0”.
#25 – (\$50,000); Council Final # - \$50,000
#27 – (\$175,000); Council Final # - “0”
#30 – (50,000); Council Final # -“0”
#31 – (\$135,000); Council Final # - “0”
#32 - (\$100,000); Council Final # - “0”
#39 - \$150,000 remains in the CEP.
Total Adjustments - \$1.6M

Chairman Oris talked about economic development in the community, not enough being done, tough decisions to be made by the Council on behalf of the taxpayers. He noted there is \$1.1M is in the CEP for school security upgrades. The Council members are in agreement that this is very important for the community, safety of our children, teachers and staff, and it is an important investment. The project has 41% reimbursement.

Debt Service Analyses/handout, pages 17-19. Mr. Jaskot stated the projected debt service is \$10M.

Mr. Slocum stated the Council must consider increasing C.N.R. to \$1.250M next year when the budget is adopted.

Town Manager Kimball said the CEP over five years has smaller projects and repair projects, some projects being bonded should not be bonded.

Special Town Council and Budget Committee Meeting – Wednesday, August 29th, 6:30 p.m.

4. ADJOURNMENT

MOTION by Ms. Flynn-Harris; seconded by Mr. Veleber

MOVED to adjourn the meeting at 8:30 p.m.

VOTE The motion passed unanimously by those present.

Attest:

Marilyn W. Milton, Clerk