

# **TOWN OF CHESHIRE**

Cheshire Town Council  
84 South Main Street • Cheshire, Connecticut 06410-3193  
203-271-6660 • Fax 203-271-6639



## **TOWN COUNCIL BUDGET COMMITTEE MEETING 6:45 P.M., TUESDAY, APRIL 14, 2020 VIA VIDEO TELECONFERENCE (PER EXECUTIVE ORDER OF THE GOVERNOR OF CONNECTICUT)**

*Public access made available through live streaming on YouTube at [https://www.youtube.com/channel/UC4\\_xey3QjJmwe57R\\_6K94Dw](https://www.youtube.com/channel/UC4_xey3QjJmwe57R_6K94Dw)  
Public comments accepted at [Comments@cheshirect.org](mailto:Comments@cheshirect.org) and by voice mail message at 203 271-6638. Video will be available on Channel 14 and on demand at [www.cheshirect.org](http://www.cheshirect.org) as soon as possible.*

### **AGENDA:**

1. Roll Call.
2. Pledge of Allegiance.
3. Acceptance and appropriation of a \$9.70 donation from CAF America to the Parks and Recreation gift account to be used for the dog park.
4. Acceptance and appropriation of a \$50 donation from an anonymous donor to the Human Services gift account to be used for general purposes.
5. Acceptance and appropriation of a \$78,211.09 PEGPETIA grant for technical enhancements to meeting facilities and television and internet broadcasting capabilities.
6. Discussion and possible action re: adoption of the property tax deferral program and/or the low interest rate program as authorized by the Governor's Executive Order 75.
7. Discussion and possible approval of multi-year Site License Agreement with AT&T Corp. for cell tower at 751 Higgins Road.
8. Adjournment.

*(Note: Items 3 through 5 are Consent Calendar items)*

# **TOWN OF CHESHIRE**

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**TOWN COUNCIL MEETING  
7:00 P.M., TUESDAY, APRIL 14, 2020  
VIA VIDEO TELECONFERENCE  
(PER EXECUTIVE ORDER OF THE GOVERNOR OF CONNECTICUT)**

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## **AGENDA:**

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. ITEMS FOR EXECUTIVE SESSION
  - A. Economic incentives.
4. PUBLIC COMMUNICATIONS
  - A. Public comments (via email).
5. APPROVAL OF MINUTES

Regular Meeting and Public Hearing of March 10, 2020, Special Meeting of April 7, 2020.
6. CONSENT CALENDAR
  - A. Acceptance and appropriation of a \$9.70 donation from CAF America to the Parks and Recreation gift account to be used for the dog park.
  - B. Acceptance and appropriation of a \$50 donation from an anonymous donor to the Human Services gift account to be used for general purposes.
  - C. Acceptance and appropriation of a \$78,211.09 PEGPETIA grant for technical enhancements to meeting facilities and television and internet broadcasting capabilities.
7. ITEMS REMOVED FROM CONSENT CALENDAR
8. OLD BUSINESS

9. NEW BUSINESS

- A. COVID-19 response update.
- B. Discussion and possible approval of economic incentive for Viron Rondo Osteria.
- C. Discussion and possible approval of bid waiver for \$26,400 to hire Silver/Petrucci to design, bid and administer the next round of the Doolittle bathroom renovations.
- D. Discussion and possible authorization to issue an RFP for construction for a precast bathroom building at Quinnipiac Park.
- E. Discussion and possible approval of re-allocation of an additional \$95,000 for Library Roof & HVAC Replacement from existing appropriations to be used for both roof and HVAC use, and award construction contract to Gold Seal Roofing.
- F. Discussion and possible approval of award of bid for Code Compliance Improvements - Door Accessibility Upgrades at Cheshire High School.
- G. Discussion and possible action re: reassignment of Public Building Commission capital projects.
- H. Discussion and possible action re: adoption of the property tax deferment program and/or the low interest rate program as authorized by the Governor's Executive Order 75.
- I. Discussion and possible approval of multi-year Site License Agreement with AT&T Corp. for cell tower at 751 Higgins Road.

10. TOWN MANAGER REPORT AND COMMUNICATIONS

- A. Monthly Status Report.
- B. Department Status Reports: Police, Fire, Fire Marshal.

11. REPORTS OF COMMITTEES OF THE COUNCIL

- A. Chairman's Report.
- B. Miscellaneous.

**12. MISCELLANEOUS AND APPOINTMENTS**

A. Liaison Reports.

B. Appointments to Boards and Commissions.

**13. TOWN ATTORNEY REPORT AND COMMUNICATIONS**

**14. COUNCIL COMMUNICATIONS**

D. Letters to Council.

E. Miscellaneous.

**15. ADJOURNMENT**

BE IT RESOLVED, That the Town Council approves Resolution #041420-1

**RESOLUTION #041420-1**

**CONSENT CALENDAR FOR APRIL 14, 2020**

BE IT RESOLVED, that the Town Council approves the Consent Calendar for April 14, 2020, as follows:

- A. Acceptance and appropriation of a \$9.70 donation from CAF America to the Parks and Recreation gift account to be used for the dog park.
- B. Acceptance and appropriation of a \$50 donation from an anonymous donor to the Human Services gift account to be used for general purposes.
- F. Acceptance and appropriation of a \$78,211.09 PEGPETIA grant for technical enhancements to meeting facilities and television and internet broadcasting capabilities.

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**TOWN OF CHESHIRE**  
**PARKS AND RECREATION DEPARTMENT**  
559 SOUTH MAIN STREET, CHESHIRE, CONNECTICUT 06410  
Telephone (203) 272-2743 • FAX (203) 272-5858

**MEMORANDUM**

DATE: March 5, 2020  
TO: Sean Kimball, Town Manager  
FROM: John Gawlak, Director of Recreation  
SUBJECT: Parks & Recreation Gift Fund

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**RECEIVED**  
**MAR - 9 2020**  
**TOWN MANAGER**

Parks & Recreation received the following for the gift fund:

CAF America check #0000345986 dated 2/28/20 in the amount of \$4.85 for general use for the Dog Park

CAF America check #0000359193 dated 2/28/20 in the amount of \$4.85 for general use for the Dog Park

Please appropriate now.

cc: Donna Ouellet  
Hope Larson

GA



## REQUEST FOR COUNCIL ACTION OR REVIEW

**DATE:** March 19, 2020

**FROM:** Michelle Piccerillo, Human Services Director

**FINANCIAL IMPACT** (actual or estimated \$, or none):

**ACTION REQUESTED** (include all details and language that must be in the Council resolution)

Please accept this donation of \$50.00 for the Human Services Gift Account #45310-5800-00562 from a donor who wishes to remain anonymous.

I have attached the check so that you may forward it to Finance once approved to be deposited in the appropriate account.

### BACKGROUND/HISTORY

**DATE NEEDED/DEADLINE:** Next Council Meeting

**ATTACHMENTS** (bulleted list): Check

AGENDA ITEM # \_\_\_\_\_

M:/town manager/agenda submission for draft 6-27-18

6B



# STATE OF CONNECTICUT

PUBLIC UTILITIES REGULATORY AUTHORITY  
TEN FRANKLIN SQUARE  
NEW BRITAIN, CT 06051

DOCKET NO. 19-11-01 PUBLIC EDUCATIONAL AND GOVERNMENTAL  
PROGRAMMING AND EDUCATIONAL TECHNOLOGY  
INVESTMENT ACCOUNT PROGRAM PURSUANT TO  
PUBLIC ACT 07-253

April 8, 2020

By the following Commissioners:

Marissa P. Gillett  
John W. Betkoski  
Michael A. Caron

**DECISION**

6C



The Authority has determined that the following PEGPETIA Applicants shall be awarded the funds specified in the table provided below:

<b>PEGPETIA GRANT TOTALS BY MOTION NUMBER</b>			
<b>Motion</b>	<b>Name</b>	<b><u>PEG Programming (P) or Educ. Tech. Initiative (E)</u></b>	<b>Grant Amount</b>
1	Bethany Public School District	E	\$63,753.25
2	North Branford Public Schools	E	\$64,700.00
3	Brooklyn Public Schools	E	\$64,158.23
4	Somers School District	E	\$62,549.75
5	People Investing in People Foundation	E	\$0.00
6	Bloomfield Access Television	P	\$149,995.24
7	Windsor Community Television	P	\$72,367.00
8	Sound View Community Media	P	\$0.00
9	Trumbull School District	E	\$64,700.00
10	Putnam Public Schools	E	\$64,700.00
11	Watertown Public Schools	E	\$64,700.00
12	Regional School District 14	E	\$64,700.00
13	Bethel Public School District	E	\$64,700.00
14	Community Voice Channel	P	\$149,961.53
15	Guilford Community Television	P	\$149,378.40
16	Vernon Public Schools	E	\$64,700.00
17	Nutmeg Public Access Television	P	\$150,000.00
18	Torches Academy	P	\$0.00
19	New London Public Schools	E	\$64,700.00
20	N/A (technical error)	n/a	\$0.00
21	Valley Shore Community Television	P	\$137,874.00
22	Wallingford Public Access TV (see #49)	P	\$9,345.61
23	Griswold Public Schools	E	\$64,700.00
24	Consolidated School District of N.B.	E	\$64,700.00
25	Stafford Public Schools	E	\$64,700.00

26	Town of East Lyme	P	\$85,307.44
27	Regional School District 15	E	\$64,700.00
28	Town of Andover	P	\$16,655.36
29	Norwalk High School	E	\$64,700.00
30	Waterford Public Schools	E	\$47,190.14
31	Skye Cable XIII	P	\$122,373.00
32	North Haven Public Schools	E	\$64,700.00
33	Southeastern Connecticut Television	P	\$150,000.00
34	Portland School District	E	\$58,030.00
35	Goodwin University	E	\$32,877.20
36	Milford Public Schools	E	\$64,700.00
37	Coventry (Town & Public Schools)	E	\$64,700.00
38	N/A (technical error)	n/a	\$0.00
39	Groton (Town & Public Library) (see # 46)	P	\$30,889.98
40	Simsbury Community Television	P	\$98,692.00
41	New Milford Public Schools	E	\$64,700.00
42	Torrington Public Schools	E	\$64,700.00
43	Town of Rocky Hill	P	\$101,834.00
44	Danbury Public Schools	E	\$64,700.00
45	Gods Victorious Army Christian Church	P	\$82,831.75
46	City of Groton (see #39)	P	\$19,269.17
47	Eli Whitney Technical High School	E	\$64,700.00
48	Town of Cheshire	P	\$78,211.09
49	Wallingford, Govt. Access TV (see #22)	P	\$46,750.00
50	Waterbury School District	E	\$64,700.00
51	Library Association of Warehouse Point	E	\$50,413.81
52	The Gilbert School	E	\$64,239.25
53	West Haven Public Schools	E	\$64,700.00
54	Town of Southington (see #60)	P	\$18,468.03

BE IT RESOLVED, That the Town Council approves Resolution #041420-2

RESOLUTION #041420-2

BE IT RESOLVED, the Town Council approves the Tax Assessment Incentive for VDNKR, Inc. for Viron Rondo Osteria, 1641 Highland Avenue under the terms as presented, and authorizes the Town Manager to execute an Agreement by and between the Town of Cheshire and VDNKR, Inc. for said incentive.

9B

BE IT RESOLVED, That the Town Council approves Resolution #041420-3

RESOLUTION #041420-3

BE IT RESOLVED, that the Town Council approves a bid waiver for the second phase of the Districtwide Lavatory Upgrade Project for at Doolittle School, and further authorizes the Public Building Commission to hire Silver/Petrucci for the design, bidding, and construction administration for said project for \$26,400.

9C

9C



## REQUEST FOR COUNCIL ACTION OR REVIEW

**DATE:** April 2, 2020

**FROM:** Public Works and Engineering for the Public Building Commission

**FINANCIAL IMPACT** (actual or estimated \$, or none): \$26,400.00

**ACTION REQUESTED** (include all details and language that must be in the Council resolution)

Award a \$26,400.00 contract to Silver/Petrucci & Associates for the design, bidding, and construction administration of the second phase of bathroom upgrades at the Doolittle School.

### BACKGROUND/HISTORY

The Districtwide Lavatory Upgrade Project has been a multi-year effort to modernize bathrooms at the school facilities. In 2019, the Public Building Commission completed the first phase of bathroom upgrades at Doolittle School. Prior to that, two phases of lavatory modernization projects were completed at Norton School.

At the February 26, 2020 meeting the PBC recommended that Silver/Petrucci & Associates be granted a bid waiver and awarded a contract for a negotiated fee of \$26,400.00. This is based on Silver/Petrucci's satisfactory performance on previous phases of the project, their knowledge of the facility, and their ability to standardize the design and materials.

Silver/Petrucci has performed design for all previous phases of this project at Doolittle and Norton Schools. They were vetted as recently as August 2018, when an RFP was advertised, and they were selected from four responders. Their previous fee of \$23,900.00 for the first phase of the Doolittle project compares favorably to their proposed fee for the second phase.

The Public Building Commission estimates that \$387,389.12 is currently available for design and construction. This includes the additional \$250,000.00 in funding that was approved in last year's capital budget.

Construction is anticipated to occur in the summer of 2021.

**DATE NEEDED/DEADLINE:** April 14, 2020

**ATTACHMENTS** (bulleted list):

- Silver/Petrucci & Associates proposal dated February 18, 2020

AGENDA ITEM # 90

M:/town manager/agenda submission for draft 6-27-18

3190 Whitney Avenue, Hamden, CT 06518-2340  
Tel: 203 230 9007 x200 Fax: 203 230 8247  
silverpetrucelli.com



February 18, 2020

Mr. Rich Clavet  
Cheshire Public Schools  
29 Main Street  
Cheshire, CT 06410

Re: Design of Lavatory Improvements in Doolittle Elementary Schools (2020)  
Cheshire Public Schools  
S/P+A Project No. 20.072

Dear Mr. Clavet: *Rich*

With reference to your email of February 14, Silver / Petrucelli + Associates is pleased to submit this proposal for lavatory improvements at the next series of restrooms for 2020 at Doolittle Elementary School. In this case, we believe your construction budget of \$330,000 may be sufficient for the four gang restrooms and one janitor's closet at the school.

We have based our proposal and our subsequent agreement on the scope of services in accordance with the RFP 1516-05 that was issued for the first phase of restrooms in the fall, 2015. We expect our agreement will be the same attachments as provided in our agreement dated 12 November, 2015, except that the fee Exhibit 'B' shall be this proposal letter with accompanying fee qualifications and updated hourly rate sheet. As with the prior project, the Town will be responsible for the haz mat services.

Our fees for the three phases are as follows:

Construction Documents	\$18,850
Bid Phase	\$ 1,650
Construction Admin	<u>\$ 5,900</u>
Total Fee	\$26,400

We have also attached our hourly rates for any additional services. If we can be of further assistance, or if you should need any further information, please feel free to contact me at 203-230-9007, ext. 207 or [dpetrucelli@silverpetrucelli.com](mailto:dpetrucelli@silverpetrucelli.com).

Sincerely,

Dean A Petrucelli, AIA  
Principal

SILVER/PETRUCELLI+ASSOCIATES

*Architects / Engineers / Interior Designers*

3190 Whitney Avenue, Hamden, CT 06518-2340

Tel: 203 230 9007 x200 Fax: 203 230 8247

*silverpetrucelli.com*



## **STANDARD HOURLY RATES**

**2020**

<b><u>Personnel</u></b>	<b><u>Hourly Rate</u></b>
Principal/Project Manager	\$206
Principal/Project Architect	\$191
Principal Civil Engineer	\$210
Principal M/E Engineer	\$206
Principal Structural Engineer	\$176
Sr. Structural Project Engineer	\$146
Sr. Project Engineer/Manager	\$179
Civil Engineer	\$146
Architect	\$153
Interior Designer	\$118
Landscape Architect	\$192
Construction Administrator/Building Official/Fire Marshal	\$133
Architectural Designer/Job Captain/Specification Writer	\$128
Project Engineer	\$118
Civil CADD Operator	\$106
Engineering Designer	\$110
Architectural Draftsperson	\$103
Clerical/Word Processing	\$89

**BE IT RESOLVED, That the Town Council approves Resolution #041420-4**

**RESOLUTION #041420-4**

**BE IT RESOLVED, that the Town Council authorizes the Public Building Commission to issue an RFP for the construction of a precast bathroom building at Quinnipiac Park.**

**9D**





## REQUEST FOR COUNCIL ACTION OR REVIEW

**DATE:** April 9, 2020

**FROM:** The Public Building Commission

**FINANCIAL IMPACT** (actual or estimated \$, or none): \$190,000.00

**ACTION REQUESTED** (include all details and language that must be in the Council resolution)

Authorize advertisement of an RFP for construction of a precast bathroom building at Quinnipiac Park.

### BACKGROUND/HISTORY

The Public Building Commission recommends that the Town Council authorize advertisement of an RFP for construction of a new precast bathroom building at Quinnipiac Park. This scope of work was developed by Wojas.Arch, LLC.

This building is planned to be located between the skating rink and playground, along the access road to the treatment plant. It will have two bathroom fixtures per side and be ADA compliant. It will complement the existing bathroom building, which is located at the north end of the parking lot. The existing bathroom will be renovated after the construction of the new precast building.

A separate bid will be requested to construct the parking spaces and perform utility connections as part of the upgrade of the existing bathroom building.

Approximately \$235,000.00 is available for construction, plus any unused portion of the capital appropriation for the current restroom upgrade project.

Construction is anticipated to be completed in the fall of 2020.

**DATE NEEDED/DEADLINE:** April 14, 2020

**ATTACHMENTS** (bulleted list):

- Quinnipiac Park New Pre-cast Bathroom Specifications

AGENDA ITEM #

91

M:/town manager/agenda submission for draft 6-27-18

## **Quinnipiac Park New Pre-cast bathroom short specification for RFP**

### **Pre-cast Concrete building (approximately 12 ft. x 24 ft with 9 ft. ceiling ( inside dimensions):**

- The precast concrete buildings shall have 4" walls, 4" ceiling and an 8" floor.
- The roof shall be wood truss system hip style with 4 ft. overhang over the door
- The building shall be prefabricated and shipped as one module including fixtures and electrical components.
- Penetrations to be provided for incoming electrical and mechanical where required
- The design of the building structure is delegated design and should be stamped by a CT PE)
- Third Party Certification (*prior to shipping*)
- 5,000 PSI Concrete (*to be confirmed during design phase*)

### **Exterior Finish:**

- Exterior walls shall receive brick stucco veneer up to 4 ft. and simulated clapboard siding above shall be coated with Loxon XP (*Color to be selected by owner from Standard Color Chart*)
- The asphalt shingles Timberline HD® by GAF (color to be determined) shingles with required ridge vent
- All required PVC trim, fascia trim and vented soffit

### **Interior Finish:**

- Walls and ceiling of each restroom shall be coated with Sherwin Williams water based epoxy (*Color to be selected by owner from Standard Color Chart*)
- Walls, ceiling and floor of the utility chase and storage areas shall be bare concrete
- Floor of each restroom shall be coated with Tnemec glaze series 281 epoxy (*Color to be selected by owner from Standard Color Chart*)

### **Doors, frames and Hardware:**

- Three (3) 3'-0" x 7'-0" 18 gauge galvanized steel doors with stainless steel hinges.
- (*Color to be selected by owner from Standard Color Chart*)
- Three (3) 3'-0" x 7'-0" 16 gauge galvanized steel door frames (*Color to be selected by owner from Standard Color Chart*)
- All Required door weather-stripping, door sweeps, and thresholds complete
- Mortise locksets with levers and deadbolts

### **Plumbing and Mechanical:**

- One (1) 3KW domestic water heater, 12 GPH recovery, expansion tank, thermostatic mixing valve, pan and all associated valves for proper installation
- Three (3) Vitreous china toilets with plastic seats and touchless wired flushometer
- Two (2) Vitreous china sinks with metering faucets
- One (1) Vitreous china urinal with touchless flushometer
- One (1) blow off valve for winterization of building
- Two (2) 12" square passive louvers with manual crank operator
- Exterior mounted water bottle fill station

### **Electrical:**

- One (1) 100A Main Circuit Breaker Panelboard
- Three (3) surface mounted LED vapor tight fixtures, each to be located in Men's

#### Restroom, Women's Restroom and Utility Chase

- Two (2) surface mounted LED vapor tight fixtures with emergency battery backup, to be located above ADA Stall in Men's and Women's restroom
- Five (5) exterior mounted LED fixtures – with integrated photo control sensor
- Two (2) exit/emergency combination fixtures with remote fixture capability
- One (1) dual head outdoor egress lighting fixtures
- One (1) emergency fixture with remote fixture capability
- Five (5) interior GFCI receptacles – 20A
- One (1) single pole light switch located in utility chase
- One (1) outdoor GFCI receptacle – 20A
- Occupancy Sensors in each restroom for lighting control
- All conduit and wiring required to install equipment as specified

#### Toilet partitions:

- Two (2) handicap accessible stalls (solid plastic wall mounted with overhead bracing)
- Two (2) regular stalls (solid plastic wall mounted with overhead bracing)

#### Restroom accessories:

- Two (2) Stainless Steel Mirror (18" x 24")
- Two (2) 42" grab bars
- Two (2) 36" grab bars
- Two (2) 18" grab bars
- Two (2) stainless steel soap dispensers
- Four (4) coat hooks
- Three (3) toilet paper dispensers
- Two (2) Restroom door signage (*handicap Male & Female*)
- Two (2) electric hand dryers Excel Dryer XLERATOReco XL-BW-ECO, No Heat
- Two (2) baby changing stations

#### Site installation:

- Site inspection to occur by PROVIDER prior to delivery to confirm foundation footprint (elevation, size, etc.) and underground footprint
- PROVIDER Installation team to provide oversight and provided rigging for building (*setting assistance*)
- PROVIDER Installation team to complete building attachment to cast-in-place foundation (*foundation by others*)
- PROVIDER Installation team to seal all exterior wall joints and completion of roofing system (*if required*)
- PROVIDER Installation team will complete a comprehensive review of the structure upon completion and complete necessary startup and commissioning.

**PROVIDER to submit a separate line item for installation of precast foundation**

#### Lead Time:

- **Not to exceed 24 weeks** (from time of contract signing to installation)

BE IT RESOLVED, That the Town Council approves Resolution #041420-5

RESOLUTION #041420-5

**RESOLUTION AMENDING A RESOLUTION ENTITLED "RESOLUTION APPROPRIATING \$225,000 FOR LIBRARY ROOF REPLACEMENT AUTHORIZING THE ISSUANCE OF \$225,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE" AND AMENDING A RESOLUTION ENTITLED "RESOLUTION APPROPRIATING \$75,000 FOR LIBRARY HVAC REPLACEMENTS AND AUTHORIZING THE ISSUANCE OF \$75,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE"**

RESOLVED:

Section 1. Section 1 of the resolution entitled "Resolution Appropriating \$225,000 For Library Roof Replacement Authorizing The Issuance Of \$225,000 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose", adopted by the Town Council on September 4, 2018 (the "Library Roof Resolution"), is hereby amended to reduce the appropriation therein by \$43,000, from \$225,000 to \$182,000, and to reduce the total project cost by \$43,000, from \$410,000 to \$367,000, thereby making said Section read as follows:

*"Section 1. The sum of \$182,000 is appropriated for library roof replacement, including, but not limited to, removal and reinstallation of the solar panels, said appropriation to be inclusive of any and all private, State and Federal gifts and grants-in-aid thereof, and for design, planning, engineering, administrative, printing, legal and financing costs related thereto. Said appropriation shall be in addition to a prior appropriation in the amount of \$185,000 approved by the Town Council and/or the electors on various dates, thereby making the total project cost equal to \$367,000."*

Section 2. The first two sentences of Section 2 of the Resolution is hereby amended to reduce the bond authorization therein by \$43,000, from \$225,000 to \$182,000, and to reduce the total project cost by \$43,000, from \$410,000 to \$367,000, thereby making said sentences read as follows:

*"Section 2. To meet said appropriation \$182,000 bonds of the Town or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the maximum maturity permitted by the General Statutes of Connecticut, as amended from time to time (the "Connecticut General Statutes"). Said appropriation shall be in addition to a prior appropriation in the aggregate amount of \$185,000 approved by the Town Council and/or the electors on various dates, thereby making the total project cost equal to \$367,000."*

Section 3. Section 6 of the Library Roof Resolution shall be applicable to the appropriation reduced by this amendment as of the date of adoption of such amendment.

Section 4. Section 1 of the resolution entitled "Resolution Appropriating \$75,000 For Library HVAC Replacements And Authorizing The Issuance Of \$75,000 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose", adopted by the Town Council on August 27, 2019 (the "Library HVAC Resolution"), is hereby amended to increase the appropriation therein by \$138,000, from \$75,000 to \$213,000, thereby making said Section read as follows:

*"Section 1. The sum of \$213,000 is appropriated for replacement of HVAC units at the Town Library as set forth in the 2019-2020 Capital Expenditure Plan, said appropriation to be inclusive of any and all private, State and Federal gifts and grants-in-aid thereof, and for design, planning, engineering, administrative, printing, legal and financing costs related thereto."*

9E

**Resolution #041420-5 continued....**

Section 5. The first sentence of Section 2 of the Library HVAC Resolution is hereby amended to increase the bond authorization therein by \$138,000, from \$75,000 to \$213,000, thereby making said sentence read as follows:

*“Section 2. To meet said appropriation \$213,000 bonds of the Town or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the maximum maturity permitted by the General Statutes of Connecticut, as amended from time to time (the “Connecticut General Statutes”).”*

Section 6. Section 6 of the Library HVAC Resolution shall be applicable to the appropriation added by this amendment as of the date of adoption of such amendment.

Section 7. Except as specifically amended hereby, all provisions of the Library Roof Resolution and the Library HVAC Resolution remain in full force and effect, and the Library Roof Resolution and the Library HVAC Resolution, as revised, are hereby confirmed, ratified and approved in all respects.



## REQUEST FOR COUNCIL ACTION OR REVIEW

**DATE:** March 2, 2020

**FROM:** The Public Building Commission

**FINANCIAL IMPACT** (actual or estimated \$, or none): **\$311,450.00**

**ACTION REQUESTED** (include all details and language that must be in the Council resolution)

Award of a \$311,450.00 construction contract to Gold Seal Roofing & Sheetmetal, Inc. for the replacement of the Library Roof and HVAC units.

Approve an additional \$95,000 appropriation to fund the bid amount and contingency.

### BACKGROUND/HISTORY

The roof replacement at the Library was approved in the FY 2018 capital budget request and funded with a \$225,000.00 appropriation. The existing EPDM roof is 24 years old and has been leak prone in recent years. A relatively small but complex section of the flat roof was replaced in late 2018 from this appropriation.

Approximately \$173,000 remains in the capital account. Approximately \$52,000.00 has been spent or encumbered to date to include: the previous roof replacement, a hazardous materials survey, and design costs for the upcoming roof and HVAC replacements. An additional \$75,000 had been requested in the FY 2020 capital budget to fund HVAC unit replacements in conjunction with the new roof. The total available budget is approximately \$248,000.00.

The scope of this project is to replace the remainder of the flat roof system and seven rooftop HVAC units. Bids were received on February 24, and the lowest responsive bidder is Gold Seal Roofing at \$311,450.00.

The PBC recommends that Gold Seal Roofing be awarded a contract for \$311,450.00, and an additional \$95,000.00 be appropriated to cover the funding shortfall and a contingency.

The existing solar array will be removed as part of the construction, but not replaced. Replacement is not economically feasible.

This project is expected to receive an Eversource rebate for the HVAC replacement portion.

Construction is anticipated to occur in the spring of 2020.

**DATE NEEDED/DEADLINE:** April 7, 2020

**ATTACHMENTS** (bulleted list):

- Library Roof and HVAC Replacements bid summary, dated February 24, 2020.

AGENDA ITEM # \_\_\_\_\_

M:/town manager/agenda submission for draft 6-27-18

**Bid # 1920-17 Library Roof and HVAC Unit Replacements Monday, February 24, 2020 @ 11:00 AM Room 207/209  
Town Hall - 84 South Main Street, Cheshire, CT 06410**

COMPANY CONTACT:	ROOF REPLACEMENT	Alt #1 (RTU 1)	Alt #2 (RTU 2)	Alt #3 (RTU 3)	Alt #4 (RTU 4)	Alt #6 (RTU 6)	Alt #7 (RTU 7)	Alt #9 (RTU 9)	(TOTAL) LIBRARY ROOF AND HVAC UNITS COMBINED
Eagle River Roof Service, 15 Britton Drive, Bloomfield, CT 06002	\$132,985.00	\$25,578.00	\$25,578.00	\$18,531.00	\$18,531.00	\$21,382.00	\$27,787.00	\$38,337.00	\$331,709.00
Young Developers, LLC 9 Hamden Park Drive, Hamden, CT 06517	\$156,000.00	\$29,605.00	\$29,605.00	\$24,795.00	\$25,280.00	\$24,820 +4,40.00	\$29,956 + \$2,600	38660 + \$3,600	\$378,721.00 + \$10,240
Slicktown Roofing 27 Pleasant Street, Manchester, CT 06042	\$98,825.00	\$32,000.00	\$32,000.00	\$27,000.00	\$27,000.00	\$27,000.00	\$32,000.00	\$39,000.00	\$216,000.00
Action Air Systems, Inc. 131 Adams Street, Manchester, CT 06042	\$249,950.00	\$31,500.00	\$31,500.00	\$26,500.00	\$26,500.00	\$25,500.00	\$31,500.00	\$37,475.00	\$454,675.00
R & H Roofing, LLP 59 South Street, Easthampton, MA 01027	\$167,214.00	\$27,845.00	\$27,845.00	\$22,018.00	\$22,018.00	\$17,385.00	\$27,860.00	\$36,687.00	\$372,712.00
Barrett Inc. 106 Mill Plain Road, Danbury, CT	\$160,000.00	\$38,000.00	\$38,000.00	\$32,000.00	\$32,000.00	\$32,000.00	\$38,000.00	\$46,000.00	\$416,000.00
Gold Seal Roofing & Sheetmetal Inc. 1349 Waterbury Road, Thomaston, CT 06787	\$118,000.00	\$28,650.00	\$28,650.00	\$23,500.00	\$23,500.00	\$22,750.00	\$28,650.00	\$37,750.00	\$311,450.00

BE IT RESOLVED, That the Town Council approves Resolution #041420-6

RESOLUTION #041420-6

BE IT RESOLVED, that the Town Council approves the award of bid for construction of the Code Compliance Improvements - Door Accessibility Upgrades at Cheshire High School project to John L. Simpson Company for \$785,000.

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## REQUEST FOR COUNCIL ACTION OR REVIEW

**DATE:** April 9, 2020

**FROM:** The Public Building Commission

**FINANCIAL IMPACT** (actual or estimated \$, or none): \$785,000.00

**ACTION REQUESTED** (include all details and language that must be in the Council resolution)

Award of a \$785,000 construction contract to John L. Simpson Company for the Cheshire High School ADA Compliance - Door Modification project.

### BACKGROUND/HISTORY

The purpose of this project is to correct the ADA deficiencies on all interior doors at Cheshire High School in order to comply with the Civil Rights Review of Cheshire High School in 2009.

Two bids were received on April 9, 2020 and John L. Simpson Company was determined to be the lowest qualified bidder for \$785,000.

The balance of the existing appropriation is \$1,324,454.34, which was approved for the correction of the deficiencies by the Town Council. The State has approved a construction grant with an expected 46% reimbursement rate and authorized this project to be released to bid.

Silver/Petrucci & Associates developed the design and bid documents.

The intent is to complete as much of the work in the Summer of 2020 as possible.

**DATE NEEDED/DEADLINE:** April 14, 2020

**ATTACHMENTS** (bulleted list):

- CHS ADA Code Compliance Improvements - Door Accessibility Upgrades - bid results dated April 9, 2020

AGENDA ITEM #

9F

M:/town manager/agenda submission for draft 6-27-18

**RFP #1920-18 ADA Code Compliance Improvements - Door Accessibility Upgrades at Cheshire High School**

**Thursday, April 9, 2020 @ 10:00 AM**

Company Contact Information	<u>(Base Bid )</u>	<u>Total</u>
John L. Simpson Co 43 Huntington Rd Bridgeport CT 06608	\$ 785,000	\$ 785,000.00
JA Rosa. Construction 17 Town Line Rd Wolcott, CT 06716	\$ 1,029,091.00	\$ 1,029,091.00

Authorized Signature

*[Handwritten Signature]*

Date

*4-9-20*

Recording Clerk

*[Handwritten Signature]*

*4/9/20*

BE IT RESOLVED, That the Town Council approves Resolution #041420-7

RESOLUTION #041420-7

BE IT RESOLVED, that the Town Council reassigns the following Pubic Building Commission capital projects to the Board of Education or Town Staff as indicated:

**To Board of Education:**

1. Unit Ventilator Replacements at Norton School
2. Underground Storage Tank Replacements, Doolittle and Darcey
3. HVAC Improvements at Highland School
4. Window Replacement - two Cheshire High School projects
5. Technology Town and School Security Projects (with assistance from Apex)
6. Stadium Lighting Upgrade at Cheshire High School
7. HVAC Improvements at Dodd School
8. Boiler Replacement at Doolittle School

**To Public Works Department:**

1. Town Hall Roof Replacement

**To Town Staff (with assistance from Apex)**

1. Technology Town and School Security Projects

BE IT RESOLVED, That the Town Council approves Resolution #041420-8

RESOLUTION #041420-8

BE IT RESOLVED, that the Town Council, per Governor Lamont's Executive Order No. 75, as presented and attached, approves the Town of Cheshire's participation in the State of Connecticut's Suspension and Modification of Tax Deadlines and Collection Efforts;

1. Deferment Program, or
2. Low Interest Rate Program, or
3. Both programs

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municipality, as defined in section 7-148 of the general statutes, by determination of its local legislative body, or, in any town in which the legislative body is a town meeting, by a vote of the board of selectmen, shall participate in one or both programs and shall notify the Secretary of the Office of Policy and Management no later than April 25, 2020, about which program or programs it is electing to participate in.

- a. **Deferment Program.** During the period of March 10, 2020, the date that I declared the public health and civil preparedness emergency, through and including July 1, 2020, municipalities participating in the Deferment Program shall offer to eligible taxpayers, businesses, nonprofits, and residents a deferment by ninety (90) days of any taxes on real property, personal property or motor vehicles, or municipal water, sewer and electric rates, charges or assessments for such tax, rate, charge, or assessment from the time that it became due and payable. Eligible taxpayers, businesses, nonprofits, and residents are those that attest to or document significant economic impact by COVID-19, and/or those that document they are providing relief to those significantly affected by the COVID-19 pandemic. The Secretary of the Office of Policy and Management shall issue guidance as to which taxpayers, businesses, nonprofits, and residents shall be considered eligible for the Deferment Program, but participating municipalities may, upon approval of its local legislative body, or, in any town in which the legislative body is a town meeting, by a vote of the board of selectmen, extend eligibility for the deferment program to other categories of taxpayers, businesses, nonprofits, and residents.
- b. **Low Interest Rate Program.** For municipalities participating in the Low Interest Rate Program, notwithstanding Section 12-146 of the General Statutes, (i) the delinquent portion of the principal of any taxes on real property, personal property or motor vehicles, or municipal water, sewer and electric charges or assessments or part thereof shall be subject to interest at the rate of three (3) per cent per annum for ninety days from the time when it became due and payable until the same is paid, for any such tax, rate, charge, or assessment due and payable from March 10 through and including July 1, 2020, unless such delinquent portion is subject to interest and penalties at less than three (3) per cent per annum. Following the ninety days, the portion that remains delinquent shall be subject to interest and penalties as previously established; and (ii) any portion of the principal of any taxes on real property, personal property or motor vehicles, or municipal water, sewer and electric rates, charges or assessments or part thereof that had been delinquent on or prior to March 10, shall be subject to interest at the rate of three (3) per cent per annum for ninety days from this Order, unless such delinquent portion is subject to interest and penalties at less than three (3) per cent per annum. Following the ninety (90) days, the portion that remains delinquent shall be subject to interest and penalties as previously established.
- c. **Eligibility of Landlords.** In order for a landlord, or any taxpayer that rents or leases to any commercial, residential, or institutional tenant or lessee, to be eligible for the Deferment Program, said landlord must provide documentation to the municipality that the parcel has or will suffer a significant income decline or that commensurate

BE IT RESOLVED, That the Town Council approves Resolution #041420-9

RESOLUTION #041420-9

BE IT RESOLVED, that the Town Council authorizes the execution of a five-year Site License Agreement between AT&T Corp. and the Town of Cheshire for the Town's lease of AT&T Corp. property at 751 Higgins Road for the purpose of installation, construction, operation, maintenance, repair and removal of mobile/wireless communications equipment and facilities, according to the terms as presented and attached, pursuant to the approval by the Town Attorney as to form and function.



## MARCH 2020

### Monthly Report

Neil Dryfe, Chief of Police

Part One Offense	March 2020	YTD 2020	March 2019	YTD 2019
Murder	0	0	0	0
Sexual Assault	0	0	0	1
Robbery	0	2	1	1
Assault	0	1	1	4
Burglary	4	4	2	5
Larceny	17	48	12	30
M.V. Theft	2	4	0	5
Arson	0	0	0	0

Motor Vehicle	March 2020	YTD 2020	March 2019	YTD 2019
MV Fatality	0	0	0	0
MV Accident	35	126	56	157
MV Arrests	47	269	124	308
MV Warnings	151	965	418	1105
DUI	3	6	2	5
Parking Violation	1	3	1	4

\*numbers may fluctuate, particularly for year to date, due to the timing of reports being merged from the report system to the records retention system. Reports taken near the end of a month may not necessarily be merged prior to the creation of this monthly report.

**Support Services Division: LT Jeffrey Sutherland ([jsutherland@cheshirect.org](mailto:jsutherland@cheshirect.org))**

**Traffic:**

- There was one Child Safety Seat Inspections/Installations in March 2020.

**Investigative:**

- On March 4 Detectives began an investigation into counterfeit bills that were passed at the CVS at 905 S Main St.
- Detectives took several anonymous tips regarding narcotics during the month of March, and began investigations.
- On March 6 Detectives began an investigation into a bad check/fraud case from the Webster Bank at 975 S Main St.
- On March 6 Detectives began an investigation into reported thefts of recyclable cooking oil from area restaurants, complainant is Newport Biodiesel.
- On March 11 Detectives began an investigation into identity where a resident's identity was used to open credit lines at several jewelry stores.
- On March 15 Detectives began an investigation into a commercial burglary of a liquor store at 949 S Main St.
- On March 24 Detectives began an investigation into a residential burglary on Shire Ct, valuables were stolen from a locked storage shed behind the residence.
- On March 28 Detectives began an investigation into an attempted carjacking at 275 Highland Ave, Stop and Shop parking lot.
- Theft from MV Complaints: 5
- Tampering MV Complaints: 7



- Theft of MV Complaints: 2 (one vehicle stolen from a Braemar Dr. residence was recovered with arrests in Shelton, the other was a stolen dirt bike.)

**Administration-** Lt. Michael Durkee ([mdurkee@cheshirect.org](mailto:mdurkee@cheshirect.org))

- **Pistol Permits-** Twenty Six (26) background investigations for pistol permit applicants were completed

**Training-** Lt. Michael Durkee ([mdurkee@cheshirect.org](mailto:mdurkee@cheshirect.org))

**The following training was attended by CPD Officers in March 2020:**

- Officer Rocha and officer Aquilino attended Emergency Medical Responder Training
- Officer Claffey attended Post Academy Recruit Firearms Training
- CPD conducted Department Simulations Force on Force Training
- Officer Burwin attended Emergency Medical Responder recertification Training
- CPD SRT conducted one sniper training
- Officer Webber attended Instructor Intoxication Recertification Training

Feb 21, 2020

Dear Sir,

I would like to take this opportunity to commend to you one of your police officers. Unfortunately I do not know his name.

On Tuesday, February 18<sup>th</sup>, my Lifeline malfunctioned and as a result a false alarm occurred and a Chesapeake police officer and an ambulance were sent to my condo at 40 Southwood Ct. Unit 207.

Both the police officer and ambulance

drivers were very professional but they were also very kind. I was really upset over the false alarm but they assured me that false alarms do happen and they were just happy that I was O.K.

This young police officer is truly an asset to the C. Berkshire Police Department.

Sincerely,

Catherine Carnice

## Dryfe, Neil

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**From:** Casner, Jack  
**Sent:** Wednesday, March 18, 2020 9:08 PM  
**To:** Dryfe, Neil  
**Subject:** Call at 133 Cook Hill Rd.

Neil,

I meant to send you this email yesterday but obviously we have been busy. We had a medical call yesterday at 133 Cook Hill Rd. For a lift assist of a bariatric patient and the FD was dispatched to assist.

When I arrived, Trinity and your officers were on scene, the daughter of the patient, who was visibly upset and distraught was on the front steps talking to Officer Joe Giampietro. Joe was talking to her and calming her down, relating to his personal experiences with his dad and he connected with her and she calmed down and she got it under control. Meanwhile, Trinity's staff is standing around not offering much support.

Joe had been in talking to the patient in a less than pleasant environment to calm him as well. Joe's impact on the patient was so heartfelt that when we put the patient in the ambulance he said "where's officer Joe?" At that point Joe stepped up and gave him a thumbs up and said "Dominic, you got this be strong".

In these times of anxiety and uncertainty we are all a little on edge. I wanted to let you know that this is the type of service and commitment to the residents of Cheshire that Joe exhibited. I was impressed, professionally, personally and as a resident it made me feel proud of our public servants that work for us. Joe could have easily directed traffic, he didn't, and he made a difference.

Sorry to clog the email with non corona info but this has been sitting in my head and wanted to share it with you.

Respectfully,

Jack

Jack Casner, FO  
Chief of Department  
Cheshire Fire Department  
250 Maple Ave.  
Cheshire, CT 06410  
[www.cheshirefd.org](http://www.cheshirefd.org)



MEMORANDUM  
TOWN OF CHESHIRE

84 SOUTH MAIN STREET, CHESHIRE, CONNECTICUT 06410  
Telephone (203) 271-6660 FAX (203) 271-6639

April 9, 2020

TO: Town Council Members  
FROM: Melanie Roberts, Administrative Assistant  
SUBJECT: Corrections to Appointments - Item 12B

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The following are corrections to the March 10, 2020 Regular Town Council meeting:

- Appointment of Joseph Cassella Jr.: address should be 8 Brigadoon Drive.
- Appointment of Signian McGeary: political affiliation should be unaffiliated.
- Appointment of W. Dennis Flagg: address should be 441 Sharon Drive

12B