

**MINUTES OF THE CHESHIRE TOWN COUNCIL BUDGET COMMITTEE MEETING
HELD ON WEDNESDAY, FEBRUARY 13, 2013 AT 6:45 P.M. IN ROOM 207, TOWN
HALL, 84 SOUTH MAIN STREET, CHESHIRE CT 06410**

Present

David Schrumm, Chairman; Michael Ecke and Thomas Ruocco.

Staff: Town Manager Michael A. Milone; Finance Director James Jaskot; Vincent Masciana, Director of Management Services, Dept. of Education.

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. Authorization to apply for State of Connecticut Department of Emergency Services & Public Protection, Division of Emergency Management & Homeland Security Emergency Management Performance Grant.

4. Acceptance and appropriation of a grant disbursement of \$443 from the Connecticut Department of Education Youth Services Bureau Enhancement Grant for positive youth development programs.

5. Acceptance and appropriation of an aggregate of \$926.25 in donations to The Cheshire Fuel Bank.

6. Authorization to execute the annual Memorandum of Understanding for the Connecticut Municipal Grant Program with the Greater Waterbury Transit District for Demand Responsive Transportation for the elderly and persons With disabilities.

7. Acceptance and appropriation of a \$30 memorial donation from Gerald and Adoria Corcoran to the Library Gift Account.

8. Acceptance and appropriation of a \$1,000 donation from the estate of Marguerite Downes to the Library Gift Account.

9. Acceptance and appropriation of a \$50 memorial donation from Michael and Lynn Anderson to the Library Gift Account.

10. Acceptance and appropriation of \$1,240 in State of Connecticut Library Aid Grant funds.

11. Acceptance of an indemnification clause in the Sales and Service Agreement Between the Town of Cheshire and Nestle Waters North America, Inc.

12. Acceptance and appropriation of a \$5,000 donation from Alexion Pharmaceuticals to the Fire Department Gift Account for building maintenance.

MOTION by Mr. Ruocco; seconded by Mr. Ecke.

MOVED to approve agenda items #3 through #12 and forward to the full Town Council for approval.

Discussion

Regarding item #3, Mr. Milone advised that this money is used as miscellaneous. The State reimburses 50% for certain things because the town has a Civil Preparedness Department.

Regarding item #12, Mr. Milone informed the committee that Alexion also made a Donation to the Police Department gift account. Fire Chief Casner advised Mr. Milone the funds would be placed in the building maintenance line item in the gift account.

VOTE The motion passed unanimously by those present.

13. Establishment of Synthetic Turf Field Replacement Fund.

MOTION by Mr. Ruocco; seconded by Mr. Ecke.

MOVED to approve agenda item #13 and forward to the full Town Council for approval.

Discussion

Mr. Schrumm commented on this agenda item being discussed previously, and said he spoke with Mr. Masciana on revising the language in the resolution. The Department of Education wants to broaden the language for banner space, reserved seating, and rental fees would cover these. As things come up about rental fees,, Mr. Schrumm said they should be considered. These fees are not operating funds. He further stated this fund must be in place as the BOE gets into summer programs which will generate revenue into the field replacement fund.

A question was raised by Mr. Milone regarding this money going through the operating Budget, and why this cannot be set up as a special revenue fund, similar to the gift accounts of other town departments.

An example was cited by Mr. Masciana regarding rental of the turf field...a town rents the field, and when the \$1,000 check comes in payable to Cheshire Public Schools, it is applied to the turf field replacement account within the operating budget.

Mr. Milone asked about taking the \$1,000 an depositing it into a segregated account for

the turf fund, and why it has to pass through the operating budget.

Mr. Jaskot commented on the senior bus fund accumulating fees and other income, he envisions a similar account for the replacement fund.

For the BOE, Mr. Masciana said there is a billing for the rental fees and custodial fees, so part of the payment involves payroll costs.

According to Mr. Jaskot this is similar to the Police Dept. Special Duty account, by getting a receipt to reimburse this account, and there is a wash.

Mr. Milone stated there would be a gift account set up with all details worked out.

According to Mr. Masciana with broadening the language on the revenue, it could simplify things, with the DOE having to go to the Council.

VOTE The motion passed unanimously by those present.

14. Approval to purchase through the U.S. Government General Services Administration.

MOTION by Mr. Ruocco; seconded by Mr. Ecke.

MOVED to approve agenda item #14 and forward to the full Town Council for approval.

Discussion

Mr. Milone explained that this is adding the GSA to the list from which the town can do business. The fire department is purchasing hardware to utilize the CAD system on the fire trucks, and the cost is lower through GSA. In the Town Charter, Provision 3-5, there is no specific inclusion of the federal government, and the town has never used the GSA before.

VOTE The motion passed unanimously by those present.

15. Authorization to execute SmartBus Cooperative Agreement.

MOTION by Mr. Ruocco; seconded by Mr. Ecke.

MOVED to approve agenda item #15 and forward to the full Town Council for approval.

Discussion

Mr. Masciana explained that the cameras and related equipment would be installed on six school buses to video tape any vehicles in violation of "stopping" for a school bus. The vendor is Student Guardian, and they have informed the DOE that an average of

4.5 tickets are issued per day for this violation. Each ticket is \$450; 20% is paid to the State; Student Guardian receives \$234 of the remaining \$360; and the Town receives \$126. For 180 school days about 810 tickets would be issued resulting in gross revenue of \$102,600 per year, and assuming a 50% processing cost incurred by the Police Department, the net revenue to Cheshire would be \$51,030.

Mr. Ecke stated that he does not support this program, and questioned it coming before the Council without prior discussion and information from the Police Department.

Mr. Masciana noted that this program involves the safety of children.

And, Mr. Ecke noted that the resolution involves revenue to the town.

With regard to which buses would have this equipment installed, Mr. Milone explained no one would know the buses having the equipment. This heightens the awareness of drivers, and the police have stated that the violations are more than is realized.

There are routes with high exposure which will have buses equipped with these Cameras, and Mr. Masciana said that many surrounding towns are doing this same thing on their school buses.

With regard to the revenue information, Mr. Schrumm does not believe that this program can generate \$52,000 per year, and he questioned the validity of this estimate.

Mr. Ecke commented on the Council looking for a solution for a problem which the Town Council has not been aware of until this committee meeting.

This recommendation is coming from the Police Chief and Mr. Masciana said the Traffic Department supports the program.

Mr. Ruocco said he does not believe that this matter would have come before the Town Council unless there was a problem, and he was unaware of any safety issues before this meeting.

MOTION by Mr. Ruocco; seconded by Mr. Ecke.

MOVED to table this agenda item pending further Council review and discussion.

VOTE The motion passed unanimously by those present.

16. Approval of designer and funds for the CHS Field House Construction Project.

MOTION by Mr. Ruocco; seconded by Mr. Ecke.

MOVED to approve agenda item #16 and forward to the full Town Council for approval.

Discussion

Mr. Schrumm said this is to take money from the existing \$500,000 to fix the locker Rooms, and do the design work.

According to Mr. Masciana this may not be a new structure, but could be renovations to concession stand, or a new storage facility out of a Butler building.

It was noted by Mr. Schrumm that it was one year ago that the BOE sent over the fully designed plans for the locker room rehab to get the work done in the summer. Extra money was given to the BOE in the capital budget. With full concurrence of the Town Council this could project could be done in short order. It can go out to bid with whatever the costs of the enhancement are as part of the long list of things to be included in the capital budget. He said the BOE can submit plans to the Town Manager in May or June for the capital budget, and the Council would consider this as part of the capital budget.

Stating that this is a solution, Mr. Masciana said it will solve only one problem. There is \$525,000 available for the locker room renovation and a ramp. There is another \$1.5 million of improvements pending, most of which are related to ADA compliance, including an elevator. This project needs to get out to bid quickly for those renovations. The project was assigned to PBC and they are making the recommendation to the Council.

Before this went to PBC, Mr. Schrumm said it came from the BOE, and there is money for the design for the locker rooms.

If the full project is not getting done, Mr. Schrumm said the BOE would know that a new structure would not be done, and it must renovate the locker rooms in place. The BOE could use the money for broader problems. With the recent discussions on what needs to be fixed in the school system, Mr. Schrumm said it would be a hard sell to build a field house at the high school.

VOTE The motion passed unanimously by those present.

17. Approval of design and authorization to go to bid on the CHS Utility Tunnel Project.

MOTION by Mr. Ruocco; seconded by Mr. Ecke.

MOVED to approve agenda item #17 and forward to the full Town Council for approval.

Discussion

Mr. Schrumm stated that the information in the packet is very informative, and the project has been worked on diligently. He asked about the cost estimates.

Mr. Masciana replied that it is about \$60,000 to \$80,000, and there is \$190,000 in the appropriation.

VOTE The motion passed unanimously by those present.

18. Approval of bid and increase in the appropriation for the Pool Dehumidification Project installation.

MOTION by Mr. Ecke; seconded by Mr. Ruocco.

MOVED to table this item.

VOTE The motion passed unanimously by those present.

19. Approval of design and authorization to go to bid on the Public Works Roof Project.

MOTION by Mr. Ruocco; seconded by Mr. Ecke.

MOVED to approve agenda item #19 and forward to the full Town Council for approval.

Discussion

This project will not be undertaken until the snow is gone, and Mr. Milone advised that there is money in the next capital budget for the project. The town did get an OSHA citation on this roof leaking onto equipment in the garage.

VOTE The motion passed unanimously by those present.

20. Approval of abandonment of sidewalk covenant for 650 Reservoir Road.

MOTION by Mr. Ruocco; seconded by Mr. Ecke.

MOVED to approve agenda item #20 and forward to the full Town Council for approval.

Discussion

Mr. Schrumm noted that this was a sidewalk for a subdivision on Reservoir Road which was never developed. The homeowner should be relieved of the sidewalk covenant. There are no sidewalks on Reservoir Road.

VOTE The motion passed unanimously by those present.

21. Approval of successor lease for a portion of the former Casertano property.

MOTION by Mr. Ruocco; seconded by Mr. Ecke.

MOVED to approve agenda item #21 and forward to the full Town Council for approval.

Discussion

This is an extension of the lease to Mr. Arisco who takes very good care of this property, is a good tenant, and has never caused any problems. Mr. Milone explained this goes out to bid every 4 or 5 years, and there have been no other responders.

VOTE The motion passed unanimously by those present.

22. ADJOURNMENT

MOTION by Mr. Ecke; seconded by Mr. Ruocco.

MOVED to adjourn the meeting at 7:20 p.m.

VOTE The motion passed unanimously by those present.

Attest:

Marilyn W. Milton, Clerk