

MINUTES OF THE CHESHIRE TOWN COUNCIL SPECIAL MEETING AND BUDGET COMMITTEE MEETING HELD ON TUESDAY, JULY 15, 2014, AT 7:00 P.M. IN ROOM 207, TOWN HALL, 84 SOUTH MAIN STREET, CHESHIRE CT 06410

Present

Timothy Slocum, Chairman; David Schrumm, Vice Chairman; Patti Flynn-Harris, Sylvia Nichols, Robert Oris, Thomas Ruocco, Peter Talbot. Absent: Liz Linehan, James Sima. Staff: Michael A. Milone, Town Manager; James Jaskot, Finance Director; Gina DeFilio, Deputy Finance Director; Robert Ceccolini, Parks and Rec Director; Michelle Piccerillo, Director Human Services

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. CALL FOR A PUBLIC HEARING RE: TRANSFER OF FIVE ACRES FROM THE STATE OF CONNECTICUT ALONG JARVIS STREET FOR A PARKING AREA FOR THE LINEAR TRAIL.

MOTION by Ms. Nichols; seconded by Ms. Flynn-Harris.

RESOLUTION #071514-1

BE IT RESOLVED, that the Town Council shall hold a public hearing at 7:30 p.m. on August 12, 2014, to consider the proposed transfer of five acres from the State of Connecticut along Jarvis Street for a parking area for the Linear Trail, and

BE IT FURTHER RESOLVED, that the Town Manager shall cause a notice of said public hearing to be posted and published according to law.

VOTE The motion passed unanimously by those present.

4. DISCUSSIONS RE: FISCAL YEAR 2014-2015 FIVE-YEAR CAPITAL EXPENDITURE PLAN AND ANNUAL CAPITAL EXPENDITURE BUDGET.

Overview/Page 12 - Mr. Milone referenced the key points stating that this page represents the proposed capital budget FR 14-15 to FY 18-19. For FY 2014-2015 the gross amount of the capital budget is \$10,618,000, and the net amount is \$7,535,000. With CNR there is \$1.1 million to offset some of the project costs, and there is potential for grants for part or all of the projects. This offset is about 20%. The FY 2014-2015 CEP is about \$1.5 million less than what was proposed in the five year plan, and next year the CEP increases by \$3.5 million. Mr. Milone and the Council will work together on this challenge.

The Council was informed by Mr. Milone that the Board of Education requested funding for the high school cafeteria, one-half in each of the first two years of the CEP, at \$750,000 each year. The BOE decided to move this project into year #2 of the CEP, FY 2015-2016, for the full amount of \$1.5 million.

East Johnson Avenue Bridge – originally in year #1; was moved out to year #2 at \$3 million.

With regard to the five year plan, Mr. Oris questioned following this plan with the first year being the most important.

Mr. Milone explained that the Town tries to stay as close as possible to the net amount of borrowing in the five years. He said future years of the plan are relevant because they show things that are important, provide better management of debt, and some projects are not committed until two years out. The plan gives a bigger picture of needs and priorities to better manage debt.

Chairman Slocum advised that he spoke with Mr. Masciana (BOE) who told him that the \$1.5 million for the CHS cafeteria renovation could be a higher number next year, and moving the project out to year #2 will provide a harder number.

Mr. Milone commented on the Town using a control mechanism to control debt, noting that controlling a project is not controlling debt. Over the 5 years, the CEP will change.

Page 13 – defines the grants and funding sources for the CEP 2015-2019, which totals \$8,072,240.

Page 14 – outlines the use and description of the CNR over 5 years – 2015-2019.

Page 15 – list of projects based on reimbursement from grants, CNR and bonding.

Page 1- Transmittal Letter. Mr. Milone noted that the Town assets total \$256.3 million.

Page 11 – Capital Expenditure Summary 1985-2014 shows the projects and spending over 9 years - \$285 million.

Debt Service Analysis – this goes down in 2016 and 2017; \$1.5 million reduction in the first year of the CEP will be reflected in the debt analysis.

Mr. Milone stated that the July 22<sup>nd</sup> special meeting of the Council will be held at Fire Department Headquarters on Maple Avenue. At this meeting, the Arizon contract should be ready and put on the agenda.

FINANCE DEPARTMENT – Page 19. Finance Director James Jaskot  
Mr. Jaskot reviewed the Finance Department CEP for the Council.

Capital Planning Account – FY 15-16, \$150,000; FY 17-18 \$150,000. This is the money available for capital planning.

Page 25 – Building Assessment, Capital Planning – FY 14-15, \$200,000. This assessment would provide categorizing the status of all Town and BOE buildings.

Revaluation – FY 14-15, \$70,000; FY 16-17, \$440,000. There is \$90,000 balance from the recent appropriation, and with the \$70,000 supplement there will be \$160,000 for legal expenses on assessment appeals.

Mr. Milone explained that the original request was \$100,000, which he reduced to \$70,000. It is hoped the money invested for a peer review of large numbers for some properties will eliminate the court cases.

Last year \$160,000 was the amount spent for legal services for court cases, and Mr. Jaskot assumes this year will be a similar cost.

It was stated by Mr. Milone that some of the companies appeal just for the sake of appeal, and most commercial property assessments went down in the recent revaluation.

\$440,000 should cover the cost of the next statistical revaluation based on the 10/1/18 grand list.

Technology Reserve Fund - \$317,000 FY 14-15. This appropriation will be reviewed further at the July 22<sup>nd</sup> meeting.

GIS - \$110,000 FY 2015-2016. Pages 23 and 24 show the breakdown of the cost of the GIS System.

SOCIAL SERVICES – PAGE 79. DIRECTOR MICHELLE PICCERILLO and SENIOR SERVICES DIRECTOR STEPHANIE FARRELL.

Ms. Piccerillo reviewed the Senior Center basement renovation project, cost of \$300,000, FY 2014-2015, and the proposed changes in use of the building. With the basement renovation the billiards and card table games will be moved downstairs; exercise classes will be moved upstairs; and this will leave the main floor and larger main room for other activities/services.

Ms. Farrell cited a 10% increase in membership at the center; 142 people registered for the summer; 785 total registered people for classes; and there is an increase in younger seniors who are requesting evening classes and services. With the main room more available there will be less setting up and break down of the room each day.

This request is supported by Mr. Milone who believes exercise is critical for senior citizens, and with this renovation more classes can be offered.

According to Ms. Piccerillo the younger seniors enjoy these classes, and they provide a social atmosphere for the participants. She noted the average age of members is 70, with older seniors still using the center. The Town provides transportation to the center at a minimal cost. Mr. Piccerillo advised that many organizations hold meetings and events in the main room of the center. She reported the new elevator is working well.

The Council was informed by Ms. Piccerillo that she is seeking a grant for the basement renovation project, but at this time it is uncertain if Cheshire will get the grant award.

Mr. Oris commended Ms. Piccerillo and Ms. Farrell for a well run operation of the center which is also a socially pleasant environment.

Replacement of Min-Buses – Ms. Piccerillo stated that the two buses will cost \$97,600, and with an 80% grant, the cost to the Town is about \$24,000. The two buses being replaced have high mileage – 2006 with 117,000 miles, and 2007 with 88,000 miles.

Mr. Milone reported the Council approved replacement of these two buses at the July 8<sup>th</sup> meeting. The balance cost of \$24,000 will be paid by the Jitney Bus Fund and CNR, if needed.

Mr. Piccerillo advised that the new bus will be the same as the current buses, with a wheelchair lift. The center has 4 buses; 3 are on the road; 1 is a spare; and the Greater Waterbury Transit District, works closely with Cheshire to provide bus service one day a week. The two remaining buses are 2010 models with about 50,000 miles on each bus.

#### PARKS AND RECREATION DEPARTMENT – PAGE 89 - DIRECTOR ROBERT CECCOLINI.

Mr. Milone and Mr. Ceccolini recently toured all the Town recreation facilities. He noted that the playgrounds get a great deal of use and some need replacement equipment. The cost of playground equipment replacement is in FY 2014-15, at \$170,000.

Photographs of recreation facilities – Mr. Ceccolini displayed photos of various Town playground areas and equipment.

MacNamara Field – old equipment; everything to be replaced; \$20,000.

Quinnipiac Park – old swings, rusted and broken equipment; \$20,000

Cheshire Park – slide closed off; holes in equipment; protruding bolts; current location to be closed and playground area moved to the north end of the park (near ball fields).

The Council was informed by Mr. Ceccolini that the Town's insurance carrier surveyed the playgrounds, deemed them a safety problem, and recommended equipment be replaced. The three new playgrounds will cost a total of \$170,000 and Mr. Ceccolini is looking into a matching grant with Miracle Company.

The CEP for the Parks and Rec Department mirrors last year's plan, and Mr. Milone said he flipped the park improvements and playground equipment projects due to safety issues with the playgrounds.

Rolling Stock/page 27 – the plan has replacement of a 1988 rack body truck with a Mason Dump Truck, 550 series w/plow package and dump body; 2 replacement trailers needed for moving equipment for parks maintenance. Mr. Ceccolini stated that the goal is for the Town to do its own organic composting, using this equipment.

Tennis Court Renovation at Youth Center and Cheshire Park – costs of the tennis court renovation was discussed; Youth Center - \$230,000 FY 15-16; Cheshire Park - \$190,000 FY 16-17. Mr. Ceccolini advised that there was crack sealing and repair at these courts, and Cheshire Park will get a few more years out of this repair. Total renovation cost is about \$35,000 per court. Having lights on these tennis courts is questionable. There is a concept to move the Youth Center Courts across the street to Bartlem Park, and use the court area for CHS parking.

Park Improvements \$120,000 FY 201617 – over the years money has been spent to improve the parks with better ball fields, metal dugouts, new fields, and this has been done with the cooperation of CYB and other sports groups.

Rails to Trails Paving, \$190,000. This issue was discussed and Mr. Milone said there are three areas for paving, which was delayed pending construction going north.

Mr. Ceccolini had three vendors looking at the trail paving in the last few months. Tilcon observed 130 to 150 cracks, and stated that other than these cracks, there is nothing wrong with the trail, and a paving job is not required. Tilcon recommended a vendor for the Town to repair the cracks at a cost of about \$4,300 a day; work to take one week; total cost of about \$20,000 to repair the cracks in the trail pavement. The repair will last about 5 years. Over the winter the crews will weed-whack the sides of the trail, and clean up the material.

#### LIBRARY, PAGES 85-87

Mr. Milone reviewed the Phase 2 – Library Reconfiguration and RFID conversion, \$700,000 moved out to FY 2016-2017 in the CEP. The goal is to make the first and third floors of the Library more functional and usable, and this will be tied into the RFID conversion. It is hoped the Town will receive a 50% grant (\$350,000) for the cost of this project. Mr. Milone reported that the Cheshire Library has the largest growing circulation of any Library in the State; has increased technology; transformed the first floor; and is more responsive to the needs of the patrons. Director Burkey wants to get this project done the right way, and is not requesting funding until the third year of the CEP.

With regard to the parking issues with the church, Mr. Milone advised the church is not satisfied with the current lease arrangements, and wants more money. The Town Attorney is negotiating with the church's attorney on resolution of the issues. Mr.

Milone noted that the Town paved this lot, installed and maintains the lines, plows the lot, etc. and now the church wants a lease for the use of the parking lot. Other parking arrangements between the Town and lot owners was explained to the church leaders who want a more costly arrangement. It is expected the new arrangement will cost the Town about \$4,000 more annually.

Open Projects BOE and Town – these projects will be reviewed with the Council during the CEP budget process.

4 ADJOURNMENT

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

MOVED to adjourn the special meeting at 8:55 p.m.

VOTE The motion passed unanimously by those present.

Attest:

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Marilyn W. Milton, Clerk