

MINUTES OF THE CHESHIRE TOWN COUNCIL SPECIAL MEETING AND BUDGET COMMITTEE MEETING HELD ON TUESDAY, AUGUST 5, 2014, AT 7:30 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, Liz Linehan, Robert Oris, Thomas Ruocco, James Sima, Peter Talbot.

Absent: Sylvia Nichols

Staff: Michael A. Milone, Town Manager; James Jaskot, Finance Director; George Noewatne, PW Director; Fire Chief Jack Casner; Deputy Fire Chief Donn Youngquist. Dept. of Education – Dr. Greg Florio, Superintendent of Schools; Vincent Masciana, Director of Management Services.

Guests: John Purtill, Chairman PBC; Mark Nash, PBC Member.

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

Town Manager Milone submitted a handout for the meeting which was reviewed with the Council.

Page #1 – Project Revisions.

Capital Planning Account – move \$150,000 from 2016 to 2017 (page 19) and move \$150,000 from 2018 to 2019.

Building Assessment/Capital Planning – move \$200,000 from 2016 to 2017 (page 19).

Mt. Sanford Road & S. Brooksvale Road Intersection Realignment, move \$700,000 from 2016 to 2017 (page 57).

Cook Hill Road Pump Station Rehabilitation – move \$500,000 from 2015 to 2016 (page 74).

Funding Revisions

Sidewalk Program, \$200,000 from C.N.R. to Bond Funds.

Municipal Telephone System Upgrade, \$200,000 from C.N.R. to Bond Funds.

Athletic Field Refurbishment, Dodd Middle School, \$125,000 from C.N.R. to Bond Funds.

Technology Reserve Fund, \$327,000 from Bond Funds to C.N.R.

District Wide Flooring Replacement, \$225,000 from Bond Funds to C.N.R.

Total C.N.R. – from \$525,000 to \$552,000\*

Total Bond Funds – from \$552,000 to \$525,000.

- Balance of funds needed, \$27,000, to be provided from closed out projects.

With regard to the Cook Hill Pump Station project, Mr. Milone informed the Council that Town Engineer Gancarz is okay with moving this project to year #2 of the CEP. If there is a settlement from the State on the claims, this project could be a cash project, as it is designed and ready to go. There is also the possibility of a grant/loan on this project. Mr. Milone noted that much of the work already done at the pump station was done by Town crews

Page #2 – Referendum Results on Land Acquisition, 1994 to present. The average percentage of approval votes is 61.31%. In 1992 all the referendum items failed.

Page #3 – Project Detail for C.N.R. projects with revisions that were made.

Page #4 – PW Department information on vehicles and equipment.

Page #5 – CCM Bulletin re: DEEP future requirements on street sweeping as part of the clean water efforts.

Page #6 – Responses from Fire Chief Casner to questions from the Town Council regarding fire service.

CEP, Page 64 – 2015 Tandem Dump Truck, \$225,000 to replace 2001 2WD Truck.  
PW Director Noewatne stated that this would be the addition of one truck to the fleet. He explained the snow plowing program that was reorganized using PW and Parks and Rec crews to plow 13 routes, and the goal to shorten the length of the routes with another larger truck. This would provide better clean up and service to residents. The Tandem Truck would be used in the northern area of Town, the industrial park area.

Regarding the suggestion to borrow a tandem truck from the treatment plant, Mr. Noewatne said it is not practical for this truck to have a dumpster underneath. This truck hauls waste material, some of which remains in the truck, and cannot be dumped on the routes.

Mr. Oris questioned why the Town has an expensive tandem truck just collecting sludge.

According to Mr. Noewatne this truck runs up to the plant 2 to 3 days a week, and the opening is not high enough for a dumpster to fit underneath. But, there is the possibility of switching the tandem truck to the PW Department.

It was stated by Mr. Schrumm that there are few complaints about snow removal in the last 20 years. He asked why another plow route, another person, another truck is needed if there are no complaints.

During a snow storm the PW Department gets complaints about roads not being plowed, and Mr. Noewatne said with the GPS on the trucks the routes can be tracked.

He advised that most plow routes are 8 to 10 miles, and the long routes affect the driver and the truck.

Mr. Milone commented on the resolution being one function – Public Works and Parks and Rec crews mobilizing to do the plow routes, and then plow sidewalks. With one more driver there is less fatigue and the streets are cleaned quicker. The PW and Parks and Rec crews become one team; there is one supervisor making decisions about snow removal; and there is more efficiency and reduction in overtime costs.

During a snow storm, Mr. Noewatne said there is usually one truck not working for some reason such as rotted frame or wipers not functioning properly.

2015 Hook Lift Truck, \$168,484.

This truck would be an addition to the fleet. PW Department can get rid of an older truck which does basin repair. Mr. Noewatne stated the department wants to replace older trucks with trucks that can do multiple jobs. Every hook truck has a sander mounted; has a higher standard of gravity than a regular truck; and has many more uses i.e. leaf pickup.

Mr. Sima agreed that this truck has multiple uses, and noted Parks and Rec wants a Rack Body Truck. He said the Council must consider whether to expand the fleet or consolidate trucks between Public Works and Parks and Rec.

It was noted by Mr. Oris that the new Mason Dump Truck will also plow and would be an addition to the plowing fleet.

Purchase of a Sweeper Truck and economic analysis of buying versus leasing a street sweeper was discussed by the Council. Mr. Noewatne referred to the July 16<sup>th</sup> analysis, purchase of the Sweeper at \$186,000 versus \$9,000 per month leasing, and the 5.2 year payback on the purchase. He explained the State is proposing regulations requiring municipalities to sweep twice a year for water quality issues. With more sweeping required, rental of a cheaper sweeper for 8 months a year will cost more than owning a sweeper. The rental cost is \$30,000 per rental of 4 months. The State will also be requiring annual cleaning of more catch basins.

Senior Center Basement Renovation – Mr. Noewatne advised that the \$300,000 for this project comes from the architect who presented the budget. This is in line with construction costs. There are two exits from the basement; the Center has an elevator; and there will be an island of refuge per the fire code.

FIRE DEPARTMENT, CHIEF JACK CASNER, DEPUTY CHIEF DONN YOUNGQUIST

Chief Casner referred to the CFD memo in the July 31<sup>st</sup> handout, page #2, Aerial Ladder Truck. The truck purchase cost is \$980,000; equipment \$99,540; total of \$1.079 million. The gift account contribution would be \$100,000 (spread over 2 years), bringing the cost of the truck to \$980,000.

Chief Casner discussed the “Quint” versus “Aerial Truck”, and reported that some municipalities have used the Quint truck and have gone back to traditional trucks. A Quint is not a typical ladder truck or fire engine; the pump and tank are added costs; and it comes with a 60 foot ladder. Hamden CT has one Quint as a spare engine, and it is sent out with another engine to a fire call. With regard to a smaller truck that can hook to a fire hydrant and start sprinkling, Chief Casner said this is a \$1 million truck. The proposed truck for Cheshire is less costly; a bucket adds more cost; and the truck is on the market today.

Mr. Sima commented on past trucks coming from Pierce, and asked if other vendors have been considered.

In response, Chief Casner stated he has committed \$10,000 for an independent consultant to write the specs for the truck, and there is nothing specific to one manufacturer.

Ms. Flynn-Harris visited the FEMA Fire Academy website regarding the Quint truck. She said the design for the Quint has to be thorough regarding fire practice and procedures, and commented on the number of people/manpower to manage the Quint versus other equipment. The manpower information was written evaluating major cities with fully paid and staffed departments.

The Quint concept started in St. Louis MO, and Chief Casner said the purpose was to close firehouses, combine manpower, with 8 to 9 people needed on the truck to do the job efficiently and effectively. St. Louis is now purchasing traditional fire apparatus.

With volunteer organizations, Ms. Flynn-Harris asked about having enough manpower to pull the Quint out all the time.

Chief Casner said a traditional Quint has a 60 to 70 foot aerial. Cheshire needs to go further across the front of a house more than going up high. Water has not flowed out the truck for a few years, and the average would be twice a year flowing water out of the ladder pipe.

Ms. Flynn-Harris asked if Cheshire has vehicles used only for training that the department could get rid of because they are not used or needed.

The current fleet is what the ISO rating is based on, and Chief Casner said he could get rid of a truck, but questions how it would affect the ISO rating. Having the spare engine does not compromise fire protection, and two simultaneous fires can be run with engines at the same time.

Mr. Oris raised the issue of the department having personnel on a regular basis to operate the equipment and using the apparatus to the full extent.

The Council was told by Chief Casner that the current aerial truck is out to 90% of all calls, and for building fires it is out 100% of the time. The department is staffed daily, 6:30 a.m. to 5:00 p.m. with paid staff in the building. In Cheshire, with condos connected and a fire burning from the roof, the only way to get water is through the aerial master stream, 1000 gallons a minute. Cheshire also has many older, non-sprinklered buildings.

Regarding mutual aid, Mr. Oris asked about having a written agreement with surrounding towns, with a fire engine only for Cheshire Fire Department calls. He asked about the capability of having such an agreement in place for mutual response.

Chief Casner said this could be done, but surrounding towns cannot commit to come to Cheshire for every fire alarm.

As CEO of the Town, Mr. Milone said he would not sign such an agreement because his first responsibility is to the taxpayers in Cheshire. He could not dedicate one piece of apparatus to another town, as people could then say the CFD does not need this piece of apparatus.

With today's communication Mr. Schrumm said there could be a committed response for more serious fire calls, which is mutual aid.

For a major fire in a town, Chief Casner said there is a statewide fire plan which is activated through a fire response coordinator.

Mr. Oris discussed a mutual aid agreement which suggests when a certain alarm fire goes out, Southington dispatches just as if it were part of the Cheshire facility, and it would be automatic...no waiting for someone to cite a major problem. The SFD would act as the ladder truck for Cheshire with the same response time, rather than wait for aid from adjoining towns. He asked if this is a correct difference.

Stating yes, Chief Casner said not many fire chiefs or CEOs want to sign onto this type of agreement.

Mr. Oris has read that many towns will sign on for these agreements and it becomes an extension of the local department in a formal way, helping each other from an apparatus and personnel perspective...as if one department. He has learned most local communities will not sign on for this because it becomes a burden on the department, taxpayers, and resources that they cannot afford to undertake. Mr. Oris said that Cheshire may not be able to rely on Southington/Meriden/Wallingford being a backup ladder truck. He noted his main concern is safety and saving money for taxpayer. If mutual aid cannot be done, Mr. Oris said we need to insure the Town has whatever equipment is necessary to fix and solve our own problems.

Mr. Milone stated the key is reciprocity and Cheshire cannot get the manpower to response to local fire emergencies, and could not respond to out of town calls. It would

have to be a one-way street. This is done with the Cheshire Police Departments sharing extra duty assignments with Southington, without a down side, and that is why it works. With the Fire Department situation, it would be a down side for Southington because Cheshire could not respond, nor could the CFD commit to its part of the bargain.

If this was a good tool, Chief Youngquist said these agreements would be common place, and they are not. It has been discussed in fire department organizations, and has gone nowhere.

Chairman Slocum commented on two trucks in town with ladders and for each fire they both roll out, and asked if only one truck goes out for a smaller fire.

For a fire in a multiple story building, a building 10,000 sq.ft. in size, any school or high hazard building, Chief Casner said two ladder trucks and three engines roll out. There is enough staffing for these trucks. The new fire truck would be housed at headquarters, the platform truck would go to station #3, South Main Street.

A question was posed by Mr. Sima regarding the 2<sup>nd</sup> ladder truck, use of the existing trucks, to insure they are in good running condition and the cycle of rotation.

The proposed fire truck would be a front line piece and Chief Casner said this truck would get enough exercise responding to calls. Both ladder trucks go to a building fire and there is enough staffing at Station #3 to man the trucks.

At a minimum, trucks are driven and operated, and Chief Youngquist advised all equipment is checked out to insure they are in good operating condition.

With a pump and tank or rack on the new truck, Mr. Sima asked about the extra cost.

Chief Casner replied it would be between \$30,000 to \$40,000. Conceptually, the layout of the vehicle is changed; a hose bed must be installed; and moving equipment around can add to the cost.

The \$1.2 million total cost was discussed by Mr. Sima, who asked about using two years of Elim Park funds and the operating budget for equipment. He asked if the CFD is against putting a pump in the aerial device.

Stating he would not be against it, Chief Casner said it adds more to the annual maintenance and testing, which costs money, along with loss of the compartment planned for the generator. With equipment the truck will cost \$1,080,000, and Chief Casner stated the equipment numbers came from vendors. The cost could be a little less with purchasing from the State bid. The pump requires additional maintenance and testing of hoses.

Mr. Schrumm reviewed the Chief's responses to the questions he raised at a prior meeting.

Regarding the dispatch system, Chief Casner said everything being tied to the Town Hall data is not complete, as systems in Town Hall have to connect with CFD system to send out information. The Police Department awaits money to upgrade their platform. CFD is at 9.0; should be at 10.2 for more enhancements.

Incident Report System information – is more generic at this time, but more training will be given to dispatchers and CFD staff for inclusion of more specific data.

Truck #2 flowed water about 5 years ago at the A.J. Waste fire on Burton Drive; the truck is used extensively for training.

#### EDUCATION – DR. GREG FLORIO, VINCENT MASCIANA

Page 96 - Code Compliance, \$1.655 million, moved to year #2, FY 15-16.

Page 104 – Roof Repairs, \$125,000 in each of the 5 years of the CEP.

Mr. Masciana noted \$125,000 requested in FY 2014-15; \$75,000 is requested for roof seaming work; CHS roof is out of warranty; \$50,000 is for planning money; with seaming the roof(s) will get another 5 years of service.

Page 106 – Vehicle Replacement, \$125,000 in year #4; funding for 2 new mini-buses came out of the operating budget.

CHS Cafeteria Renovations, \$1.5 million in year #2, 2015-16; the cost will be greater; BOE adopted a budget with incomplete knowledge of the project; BOE has not debated on an increase in the number stated.

Chairman Slocum believes the number should be \$3.5 million in FY 15-16, and questioned waiting until next year to change the number.

Mr. Masciana said his information is tied to the \$145,000 request for the district master plan, and the need to understand student enrollment over the next decade. With lower CHS enrollment the dining room may not have to be expanded. The study would include all the data on demographics, changing in houses, etc.

Stating the CHS cafeteria cost estimate is reasonable, Chairman Slocum does not believe the study will come up with a different cost.

According to Mr. Masciana the study will confirm the student enrollment data and need for expansion of the dining room.

This number is a place holder and Mr. Schrumm said it could be \$3 million to \$3.5 million next year, and could go higher with increased enrollment.

Mr. Masciana considers it prudent to place \$3.5 million as the number for the CHS cafeteria project. The numbers for cafeteria renovations in the out years of the CEP are for the other schools.

Storage Solutions, \$260,000, FY 14-15. There was a discussion about putting this item out into years 2 or 3 of the CEP due to other required school expenses. Mr. Masciana quoted the cost for a 4,000 sq. ft. pre-engineered building at \$65 per sq.ft. He noted there is an issue to be resolved, and this storage facility replaces the trailers on the high school campus.

CHS Science Labs Improvements, \$200,000, FY 16-17. The original request was \$500,000 split over 2 years; \$300,000 has already been appropriated. School administration will be visiting other school districts with new labs and get a more accurate number.

Master Plan, \$145,000, FY 14-15.

Chairman Slocum read the report, and stated the BOE should be focusing on the school population count, and it makes no sense to apply this to a building plan. He said there is no problem housing our students; space utilization is a piece of this insuring students are in the right place; money should be spent on a redistricting plan; and the \$145,000 should come out of the BOE operating budget.

The Council was told by Mr. Masciana that this is an investment on what the BOE should invest in, on the capital side, and this is why it is in the CEP. The five year BOE plan is \$17 million, and this is to keep up the existing buildings, does not take into account where the district and community needs to be in support of the school district. It is an investment in where the capital plan needs to go, and it is a logical approach – looking at where the population is today, where it will be in the future, are schools in the right place, do schools have enough capacity. Based on this information, a determination can be made on what to do with the school buildings – consolidating, renovating, fully renovating, building new, taking out a school building. With a decrease in enrollment the BOE must look at the next decade, plan for it, and realize the average age of school buildings is 63 years old. Sooner or later there must be a full renovation or replacement of a school building.

Ms. Flynn-Harris stated this study should have been done 5 or 10 years ago, and we are putting off long range plans for school and town buildings. It has been short sighted, patching, maintaining, but not looking forward, and the buildings are old.

Dr. Florio said decisions will have to be made about infrastructure of each building, and the need for a plan to be followed. He commented on the WWTP project, the long time planning for years, and the Town has dealt with it. Sixty year old buildings cannot be ignored; they will need significant work; and there is a need for a plan in place to deal with things over the next decade.

Mr. Schrumm questioned the master plan being in the CEP or operating budget. He said the report includes the issues of how education will be delivered, how teaching is done, what will be taught etc. and this bears on the type of room being used. Mr. Schrumm stated he is unsure you can project 10 years down the road.

Regardless of how this report is sliced and diced, Mr. Oris said there are some capital items coming forward with school buildings, and there must be forward thinking on how the Town handles big bills to get these buildings modernized. He will not advocate a new school in the current environment. He does advocates staying ahead of the curve relative to maintaining the buildings, providing a modern facility for children to learn. Teaching is taking place in antiquated facilities. Regardless of enrollment Mr. Oris said we must handle modernization issues coming in the future. With decreased enrollment, there is a possibility of closing one school. He does advocate analysis to review the physical school plants and municipal buildings. There is no credit for putting roofs on buildings, and a plan is needed to deal with infrastructure issues coming forward. It can be done through the operating or capital budgets...but it needs to be done.

Ms. Linehan commented on the need to know where to spend money in the future, educate our children, and there are safety issues. This report has to be done and she supports the funding for the BOE master plan.

Page 107, Window Replacement, \$400,000, Darcey School, FY 16-17.

Mr. Sima asked why Darcey School is #1 for window replacement. He does not want to spend money with declining enrollment and does not agree with spending this money. For energy improvements, window replacement does not pay for itself, and Mr. Sima believes Highland should be done before Darcey.

On page 121, Mr. Masciana noted that CHS is the #1 school for window replacement, beginning in FY 2014-15. Priority for window replacement is based on the condition of the windows. Darcey School window replacement is in year #3 of the CEP. Mr. Masciana also noted that Highland School windows are only 40+ years old versus Darcey where the windows are 70+ years old.

Boiler Replacements, Doolittle School, \$275,000, FY 17-18.

Mr. Masciana explained these boilers are original; if natural gas comes to this area of Town, the system will be upgraded; the cited number is a place holder.

CHS Locker Room Project

Mr. Schrumm commented on stripping out the temporary showers and other items from this project, reducing the additional appropriation to about \$150,000.

Mr. Masciana gave a recap of the funding for this project.

Appropriation of \$500,000 – 2009; \$45,000 has been expended for Chemscope and architectural fees; \$454,000 balance in the appropriation; \$50,000 added to the project in 2013; new balance of \$504,219.86.

The opinion of probable cost submitted by Dennis Rioux, BL Architect, to the PBC is \$751,000, and this includes the temporary locker room trailer rental.

Mr. Masciana stated the thought was to do abatement in the summer; lockers would not be ready; and this is why there is \$50,000 for the trailer rental. If this is taken out, \$701,000 is needed for the project. There is \$504,000 available, and another \$200,000 is needed to do this project. There is no elevator included in the project; \$20,000 asbestos abatement and removal is included in the total cost.

This \$200,000 must go to referendum to get to \$701,000.

Mr. Oris commented on the full Council not in favor of adding this \$200,000 to the CEP. He said this is spending good money after bad, and he did not believe in this project at \$500,000, and \$750,000 may not be enough funding.

John Purtill, PBC Chairman, stated that if the project was over-funded the money would be returned to the Town.

Mr. Nash stated \$200,000 is not enough funding. The additional funding must go to \$250,000/\$300,000 because the total project is \$750,000 to \$800,000. The numbers being cited are old; the climate has changed; the project is to be done next year; the asbestos number is too low and will be about \$40,000 to \$50,000. By putting the project off until next year, Mr. Nash said the project cost will be over \$800,000.

If this is going to referendum, Mr. Oris said the Council must be very sure there is enough money to do the project. He reiterated he is not in support of this project as it is spending good money after bad.

Mr. Masciana informed the Council the contingency on this project is 5%, \$30,300, which is very low.

Mr. Nash said the contingency should be at least 10%.

With regard to going out to bid on this project, Mr. Schrumm stated a project cannot go out to bid without having the numbers.

#### LAND ACQUISITION

MOTION by Mr. Schrumm; seconded by Mr. Oris.

MOVED that the Town Council enter Executive Session at 9:52 p.m. to include Town Manager Milone and Town Planner Voelker to discuss land acquisition.

VOTE           The motion passed unanimously by those present.

MOTION by Mr. Sima; seconded by Ms. Linehan

MOVED that the Town Council exit Executive Session at 10:20 p.m.

VOTE           The motion passed unanimously by those present.

4.     ADJOURNMENT

MOTION by Mr. Sima; seconded by Ms. Linehan

MOVED to adjourn the special meeting at 10:20 p.m.

VOTE           The motion passed unanimously by those present.

Attest:

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Marilyn W. Milton, Clerk