

MINUTES OF THE SPECIAL TOWN COUNCIL MEETING AND BUDGET COMMITTEE MEETING HELD ON MONDAY, AUGUST 24, 2015, AT 7:00 P.M. IN ROOM 210, TOWN HALL, 84 SOUTH MAIN STREET, CHESHIRE CT 06410

Present

Chairman Tim Slocum; Vice Chairman/Budget Committee Chairman David Schrumm; Patti Flynn-Harris, Liz Linehan, Sylvia Nichols, Robert Oris, Thomas Ruocco, Peter Talbot.

Absent: James Sima.

Staff: Michael A. Milone, Town Manager; James Jaskot, Finance Director; Gina DeFilio, Deputy Finance Director. Dept. of Education, Vincent Masciana, Director of Management 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. DISCUSSIONS RE: FISCAL YEAR 2015-2016 FIVE-YEAR CAPITAL EXPENDITURE PLAN AND ANNUAL CAPITAL EXPENDITURE BUDGET

Mr. Milone reviewed the changes for the CEP FY 2015-2016 Summary and Referendum Questions/Wording.

Administration & Finance - Technology Reserve Fund - \$90,000; page 45 of the CEP budget book shows the 2nd Array Backup and Replication Program.

General Services/Vehicles - Fire Dept. Vehicle \$29,000 out of year #2, for possible CFD purchase of CFD vehicle; Public Works Vehicle (Van) \$245,000; Parks and Recreation Vehicle, \$38,000; GIS System \$75,000; Building Dept. vehicle moved out to year #2; Capital Planning Account reduced to \$150,000 and "Building Assessment" removed.

Public Property - no changes.

Planning/Land Acquisition - \$500,000 (reduced from \$1 million).

Ms. Flynn-Harris commented on the Town having a land acquisition plan so there is a plan in place, instead of going forward randomly, and asked about the reduction in this line item.

Mr. Slocum said his thinking was "zero" for this item; it was moved to \$500,000 due to so much in the CEP and there being \$2 million in the land acquisition account now.

Councilor Oris was between zero and \$500,000, feels the plan is useful with open space as part of the Council's budget, with the plan addressing future acquisition. He considers the plan useful for current Town open space, but with a difficult CEP budget there must be trade-off of items, and reasons for zero funding of this item.

Councilor Ruocco wanted zero funding for land acquisition in the CEP in year #1.

With existing open space, Ms. Nichols noted management of this land would impact the budget.

Mr. Milone explained he did not support this item because there is \$50,000 in the account, untouched, because the condition was allocation of this money when an open space policy was in place.

In looking at the out years of the CEP, Ms. Linehan has concerns about being short sighted with the spike coming in FY 18-19 and zero funding for land acquisition.

If more funding is needed, Mr. Slocum said the Council has the ability to put a land acquisition item out to referendum.

Fire Department - installation of water mains is "zero" from \$220,000; the color coded map of water mains was submitted to the Council. There is a request for a water main policy to be developed, and Mr. Milone will need guidelines and direction from the Council on where the Town is going with water mains, which serve a significant public safety service.

Chairman Slocum stated the Town Manager and his staff should develop policies which can be changed by future Councils.

Mr. Milone explained that the Town pursues best practices, and there are guidelines, standards, criteria established for every policy, which are management tools. He commented on other policies -- Fund Balance, Debt Service, Medical Benefits, etc. which have lasted over a period of time, can be changed by future Councils, but they provide guidelines, direction and a foundation.

Pond Dredging - Mr. Milone said it may be necessary to dredge ponds, but criteria will be in place, not expectations.

Cheshire Police Department (CPD) - the Traffic Calming Study is not funded; Chief Dryfe and Chief Casner will fund the study with \$40,000 out of their gift accounts.

Public Works - Sidewalks \$200,000; no change.

Vehicles/Equipment - \$10,000 taken out (Hammer), changed to \$337,000.

East Johnson Avenue Bridge - project cost increased to \$3.125 million.

Tree Removal and Planting ("Ash" tree specificity removed); \$150,000.

Sewer & Water - West Johnson Avenue Pump Station, \$3.5 million moved out to year #2 of the CEP.

Parks and Recreation - Park Improvements \$160,000; Tennis Courts Renovation at Youth Center \$260,000; these are not bondable expenses; can use C.N.R. money for these projects. Mr. Milone suggested flipping the \$160,000 Park Improvements with the Planning Account \$150,000.

Education - Code Compliance \$1.634 million; CHS detached exterior storage building, \$260,000; CHS window replacement \$250,000 ("energy improvements" removed). Education Renovation \$1,210 million; Civil Rights Compliance Review 2009 CHS interior deficiencies \$1.383 million.
Paving of Driveways \$250,000; Replacement of Underground Oil Tanks, \$125,000; Lavatory Improvements - changed to site specific locations (Norton, Chapman, Darcey) \$125,000; in the future costs will not be aggregated if funds are for these specific sites.

SUMMARY

Gross - reduced to \$10,606 million; net reduced from \$9.986 million to \$6,419 million. Major reason for reduction is switch of \$3.8 million to year #2 for the pump station. Year #1 reduced by net \$3.567 million; year #2 increased by \$2.8 million; years 3, 4, 5 net are unchanged from proposed budget.

Mr. Oris commented on the CHS concession stand and bathroom building not being in the CEP, and the need for Council to discuss this project. He noted the importance of people knowing what the Council wants to accomplish relative to this building.

SUMMARY OF CAPITAL PROJECTS FOR ADOPTION FY 2015-2016

For projects # 18, 19 and 22, the wording "District Wide" will be removed.

- Technology Reserve Fund coming out of C.N.R.
- Capital Planning Account (remove and Building Assessment)
- Vehicle Equipment out of C.N.R.
- GIS, Capital Planning Account, out of C.N.R.
- #11 - PW Dump Trucks and Plows bonded amount is less than proposed appropriation, with request for Council to appropriate \$27,000 from gift account for this item, reducing it to \$348,000.
- East Johnson Avenue Bridge, proposed appropriation and amount to be bonded are the same, \$3.125 million; expectation is for 80% grant for this project; with uncertainty of grant amount and bonding full amount, there is no change one column to another. When there is "cash" there is a change in the columns. Some "education" projects have an unknown offset but full amount must be bonded.
- Tree Removal, \$150,000 coming out of C.N.R.
- Park Improvements \$160,000 being bonded, and Mr. Milone recommends flipping with Capital Planning Account, \$150,000.
- #14 - Park Improvements \$160,000 moved to C.N.R.; should not be bonded due to identification of use of the funds.

- #20 - CHS Detached Exterior Storage Building, estimate \$260,000 for 4,000 sq. ft. similar to building at Cheshire Park.

REFERENDUM ITEMS

#6 - Land Acquisition, \$500,000

#10 - Road Repavement Program, \$1.750 million

#12 - East Johnson Avenue Bridge \$3.125 million

#16 - CHs Building Interior Deficiencies, Civil Rights Compliance, \$1.383 million

#21 - Classroom Improvements, 8 CHS Science Labs, \$200,000 (prior appropriation of \$300,000 brings aggregate appropriation to \$500,000.

#23 - CHS Window Replacement, \$250,000 (supplements prior \$250,000 appropriation)

RESOLUTION QUESTIONS

Mr. Jaskot reviewed the draft of the resolution questions - Resolution #082515-3.

Bond Counsel can only state the questions; cannot take prior appropriations or grants into the question.

CEP #6 - Land Acquisition - Mr. Milone read wording "for Land Acquisition for recreational, open space, conservation, educational and municipal purposes" and explained this wording will be in the explanatory text.

Mr. Jaskot reported that only the referendum question can be stated without citing prior appropriations.

According to Mr. Milone the explanatory text will be as broad as possible without advocating a position, and bond counsel will review the texts.

Council talked about informing the public about the explanatory texts through a press release, encouraging people to read them for understanding of the questions. With reading of the texts, public can be informed about available grants, project broader than in the question, and requirement for the Town to meet State statues on referendum questions.

Item #23 - CHS Courtyard Window Replacement project only; naming other schools removed from the resolution.

Mr. Milone pointed out that he cannot sign a \$3 million contract unless there is an appropriation for \$3 million, and the Town bonds only what is needed, with grant covering the remainder of the cost.

Resolutions - Mr. Milone noted there is a reference to each item (other than CNR) there is potential for grants...and he read an excerpt from #7 Firefighting Equipment into the record.

CEP Budget 2015-2016. Less than \$175,000 or CNR approved by Town Council only; \$175,000 to \$350,000 approved by Town Council after PH; Over \$350,000 approved at referendum following Council PH.

Capital Non-Recurring Fund Projected Balance - \$71,000 Unallocated Funds; \$129,000 Project Revisions Reduced CNR Utilization; Total \$281,598.90 C.N.R. balance; with change in the Parks and Rec item, balance changes to \$271,598.90.

Bond De-Authorizations - Total of \$67,729.33. (Blacks Road Bridge, PD Roof Repairs, and PW Vehicles and Equipment).

CHS Concession Stand and Bathroom Project - some funds from C.N.R. will be used for this project; \$350,000 was allocated; there is a balance of \$308,000 after \$42,000 spent for engineering/consulting (Stein Truss); this expenditure could come out of the Capital Planning Account by Council action.

Mr. Masciana informed the Council that PBC had an agreement with Stein Truss for \$42,000 for schematic design all the way through construction management; \$33,400 is encumbered to Stein Truss; so there is still money needed for architectural work. The scope of work to Stein Truss has been completed and paid.

Whatever has been paid to date can be charged back to the Capital Planning Account, and Mr. Milone said whatever is needed going forward for services can be charged directly to this account. The encumbrance can be cancelled.

There is \$125,000 in the exterior civil rights account for grading and site work, and Mr. Masciana said if everything is done at once, which is the right way to go. The entire site can be regraded for the new building, with estimated \$85,000 site work and demolition cost, and there is a need for ADA exterior improvements.

The Stein Truss numbers were not solid numbers, and Ms. Flynn-Harris explained they were budgetary numbers with different plans. The \$85,000 is based on site work and demolition and building size.

With \$85,000 for demolition of the concession building, Mr. Oris asked the costs outside of the building...\$125,000. He questioned being at a few hundred thousand dollars for regrading the area inclusive of the concession and bathroom buildings.

The Council was told by Mr. Masciana it is not just regrading. It is demolishing the building. For \$210,000 (\$85,000 + \$125,000) the building is demolished; there is regrading to make the site ADA compliant; some site work for the slab; do all the work at one time to get economies.

Mr. Oris commented on the August 20th Council meeting, when there was agreement to get this project done with C.N.R. funds as long as the building is constructed to be efficient and effective and done in a cost effective manner.

Regarding this building and the exterior storage building, Mr. Schrumm suggested using the same contractor and same style buildings. He asked if the project would go to the PBC or BOE.

Mr. Oris stated this should be a BOE project.

August 25, 2015 Meeting - Mr. Milone stated the agenda will include the CEP FY 15-16 Plan; resolution for adoption of the five year plan; referendum resolutions; approval of supplemental appropriation for the district wide roofing project, \$40,000; \$27,487 PW auction funds which will offset the \$375,000 cost of the vehicles; tax assessment appeal in executive session.

4. ADJOURNMENT

MOTION by Mr. Ruocco; seconded by Mr. Talbot.

MOVED to adjourn at 8:35 p.m.

VOTE The motion passed unanimously by those present.

Attest:

Marilyn W. Milton, Clerk