

**MINUTES OF THE SPECIAL TOWN COUNCIL MEETING AND BUDGET
COMMITTEE MEETING HELD ON THURSDAY, AUGUST 13, 2015, AT 7:00 P.M. IN
ROOM 207, 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, James Sima, Peter Talbot.

Staff: Michael A. Milone, Town Manager; James Jaskot, Finance Director.

Board of Education: Gerry Brittingham, Chairman; Tod Dixon, Anthony Perugini

DOE Staff: Dr. Greg Florio, Supt. Of Schools and 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**

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Mr. Milone stated the BOE budget is in line with the overall 5 year plan adopted last year, and this budget is \$2.5 million less than what was in the plan. One reason for this is the code compliance of \$2 million is moved out to the last year of the CEP. In year #1 and #3 the CHS Cafeteria project is moved to FY 19-20.

Mr. Masciana gave a short presentation on the BOE capital plan.

The newest Cheshire school building is 44 years old, and the oldest is 103 years old.

Facility Master Plan - the kickoff meeting was June 16th; the review is underway; all schools were visited by staff and Perkins Eastman. Photographs of the school visits were displayed for the Council. The project is tracking in accordance with the time line. Each school was looked at in totality -- inside, outside, athletic fields, parking, use of classrooms, learning spaces, and discussions with principals. In September the initial findings report will be issued, and the "Community Committee" begins its work. By October or November the final report will be presented to the Council, BOE and Town.

Capital Requests - 98% of the \$19.1 million five year CEP is related to building maintenance and replacement needs, which includes district wide cafeteria improvements, walks, paving, chimneys. The approval rate of the 5 year plan has been 83% over 9 years; one year funding approval rate is at 46%. Older buildings and facility liabilities continue to grow. The master plan will identify some of the facility needs, adjustments will be made to the building plans to meet the enrollment.

2015-2016 \$2.9 million - 55% of this budget request is to meet the civil rights code compliance issues at the high school and ADA compliance does not include the elevator to the press box in year #3.

\$260,000- for exterior storage building - there are 9 storage trailers at the high school for equipment and materials; the building would be 4,000 sq. ft. Butler Building, and BOE will have a solid number with approval of the appropriation.

\$250,000 Paving at Dodd Middle School and Doolittle School; chimneys have been repaired.

\$250,000 Window Replacement at CHS - last year \$250,000 was approved and South Courtyard and South Wall windows were replaced. The BOE is looking for the next \$250,000 to do one more section for these windows in poor condition and in need of replacement.

CHS Lavatory Improvements \$250,000 in each of the first four years of the CEP. A proposal is out to the architect; the project will be a PBC project. Improvements are needed to modernize bathroom and bring them up to ADA and building codes. Renovations will be prioritized on a worst-first basis.

CHS Science Labs - a few years ago \$250,000 was appropriated for 8 science labs; the BOE is requesting an additional \$200,000 to get the labs done in conjunction with recommendations from the facility master plan.

\$125,000 request for removal of the underground oil tanks in various schools.

Civil Rights Compliance - the State of Connecticut requests periodical reports from the school district and a report was submitted in June by the Cheshire BOE. With completion of the locker room project there will be completion of 65 out of 145 deficiencies. The Town has only funded 33% of the funds needed for the improvements, and the larger projects are still on the table. The Town of Cheshire is responsible to be in compliance and conform with ADA because of the State money received. The total request is \$1.634 million in FY 2015-16.

Mr. Milone explained that a few of these projects are under the referendum limit, and when aggregated will be referendum items.

Regarding the facilities review, its impact on the budget, and the pace going forward, Mr. Masciana informed the Council that there will be an estimate on the cost. The Community Committee will review the recommendations, prioritize them, and costs will be associated with each recommendation and when to get them done.

Mr. Perugini pointed out that until the BOE and Council see the master plan assessment and how much is civil rights compliance to be addressed, the costs are unknown. The public will need time to digest the information.

BOE Chairman Brittingham stated that the facility recommended projects would be integrated with next year's capital budget.

With regard to the high school, Mr. Masciana stated the Town has to invest to make ADA improvements for compliance. With funding approval nothing is done until the master plan is in place, with work starting next summer.

Mr. Schrumm commented on the civil rights compliance list from 2009 codes, and asked what happens if the codes change for some of the items on the list.

In response, Mr. Brittingham said the review is top to bottom, code compliance 10 years out, and everything will be addressed with current codes.

According to Mr. Masciana the Town would hire an architectural and engineering firm to study the list and determine which projects to do first, i.e. the windows at CHS.

Ms. Flynn-Harris asked about items altered based on the requirements from the master plan for a school, i.e. 2 classrooms into 1 classroom which would later building compliance.

Dr. Florio informed those present that State reimbursement for code compliance requires State approval of the plan.

There have not been many changes in ADA requirements and Mr. Brittingham said the facilities review is a total review to today's standards.

Referendum Items - \$1.634 in FY 2015-16 and \$438,000 in FY 2017-28. Mr. Milone said there could be one referendum item for \$2.07 million.

The CHS Athletic Field Bathrooms and Concession Stand - Mr. Oris stated the Council and BOE must consider doing something with these facilities in the master plan because they are an embarrassment to the community, are used by the entire community, and cannot remain in their current condition.

The PBC had \$600,000 proposed solution for the 2 bathrooms with 5 stalls; there is \$308,000 left; and this project is part of the facilities study. \$125,000 of the \$1.634 million is for exterior grading by the bathrooms and concession stand; and the Council and BOE want the upgrade to bathrooms and stand done.

With a \$600,000 appropriation approved at referendum, Mr. Masciana said the bathrooms and concession stand project could be done next summer.

BOE Chairman Brittingham commented on some of the specific projects which will go into the master plan. He said projects should not be piece-meal, solving long term problems in the most effective manner possible, the many compliance issues at the

CHS Athletic Field, and saving money in the long term. During the walk through visits to the schools there was discussion of the scope of the work involved, and the need for the Community Committee to prioritize how and when things are to be done.

It was noted by Dr. Florio that no one every stated that \$300,000 could do the bathroom and concession stand projects at the high school. He informed the Council that the storage trailers at the high school field are rotting.

At the present time there are 9 storage trailers at the field (some donated and used), and Mr. Masciana said that a 4,000 sq. ft. building could hold everything now in these trailers.

Mr. Slocum commented on increasing the renovation budget to include storage, bathrooms and concession stand.

Dr. Florio said everything could be done in a comprehensive fashion, go to the State and code compliance projects will get reimbursement. By piece-mealing projects there is loss of State reimbursement of about 43%.

Final Points - Mr. Masciana reviewed the list of BOE projects -- CHS Locker Room project completion, carpeting & flooring, chimney repairs, Smart Boards, CHS and Highland School electrical and heating requirements, utility tunnels, bathrooms, concession stand, science labs. He noted that project costs increase the longer the wait. The district wide lavatory project is with the PBC; the proposal is out; and an architect has been hired to start the schematic design work.

The Council was informed by Dr. Florio that once something is brought up to current code it is okay; if something is only renovated then it must meet new code requirements.

Regarding the master facility plan report, Mr. Masciana said the committee will be looking at the preliminary report in September, work a few months, and the final report will be ready in November.

The architect has already visited the school sites and Mr. Brittingham stated the demographers have already started their work.

Council members will receive a copy of the Civil Rights Compliance Review report.

\$125,000 Roof Project - the PBC needs a supplemental appropriation for this project, and Mr. Milone said it will be on the agenda when the CEP is approved.

Mr. Masciana stated that PBC needs an additional \$40,000 for the section of the roof where the ice dams formed.

4. ADJOURNMENT

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

MOVED to adjourn the special meeting at 8:25 p.m.

VOTE The motion passed unanimously by those present.

Attest:

Marilyn W. Milton, Clerk