

**MINUTES OF THE SPECIAL CHESHIRE TOWN COUNCIL AND BUDGET
COMMITTEE MEETING HELD ON WEDNESDAY, AUGUST 17, 2016, AT 7:00 P.M.
IN ROOM 207, TOWN HALL, 84 SOUTH MAIN STREET, CHESHIRE CT 06410**

Present

Council Members: Chairman Robert J. Oris Jr., Vice Chairman Paul A. Bowman, Patti Flynn-Harris, Sylvia Nichols and Timothy Slocum

Absent: Michael Ecke, Liz Linehan, Thomas Ruocco and Peter Talbot

Staff: Michael A. Milone, Town Manager; James Jaskot, Finance Director; Public Works Director George Noewatne; Walter Gancarz, Town Engineer.

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. ReCap and discussions re: Fiscal Year 2016-2017 Five-Year Capital Expenditure Plan and Annual Capital Expenditure Budget.

Mr. Milone informed the Council that there will be a summary and discussion of the key Public Works projects in the first year of the capital plan. Mr. Noewatne and Mr. Gancarz will also present information on the Mount Sanford Road project, pond dredging, sidewalk program, trucks, and the Chapman Property.

The Parks and Recreation Director Ceccolini will focus on the size of the new pickup truck, bathrooms at parks, and the tennis and basketball courts on Rolling Acres.

On Thursday, August 18th, Chief Dryfe and Chief Casner will present and review a summary of their budgets. Also present will be the radio system consultant to explain and discuss the new radio system.

Mr. Milone said 6 or 7 of the 26 CEP projects could be reduced and be eliminated as referendum items.

PUBLIC WORKS DEPARTMENT - Director Noewatne and Town Engineer Gancarz.

Mount Sanford Road/South Brooksvale Road Project - Mr. Gancarz distributed a site plan for this project. He told the Council there have been meetings with Ms. McKee and her family over the last two years; they have reviewed the plan; they came up with a revised plan, which was the same as the one submitted to them. The two biggest concerns are the cars exiting Mount Sanford Road and their headlights shining into the McKee house. Also of concern is keeping the private diversion on the property.

Mr. Gancarz read his memo to the McKee Family into the record.

The proposed plan is a good one, has improvements to the road, widening of the road for turning.

Mr. Bowman commented on the car headlights shining into the house, the vertical distance from the road to the house, and the house being about 10 feet higher. He also asked if there are streetlights at the intersection, and if the McKee Family would object to them.

There is nothing in the plans for streetlights and Mr. Gancarz noted that one could be added to the plans. He is uncertain if Ms. McKee would object.

Mr. Bowman asked about what happens to the fee for the land and the stone walls.

According to Mr. Gancarz there is a little triangle area owned by the town, and Ms. McKee is open to the easements. Regarding the walls, they can be incorporated into the design. The project is on the COG list for LoCIP funding, and they require the Town do the design and the grant pays for 100% of construction costs.

With regard to widening this intersection, Ms. Nichols pointed out that Ms. McKee has concerns about trucks taking a sharp turn out of Mount Sanford Road. She asked if the widening of the road eases the truck traffic coming out of Mount Sanford onto Brooksvale Road.

Mr. Gancarz said right now you can't make a right hand turn out without going into the opposing lane. The widening does address some of the concerns.

The two major concerns have been addressed and Mr. Oris said the lights will not impact the house, and the project is at minimal cost to taxpayers. He is comfortable with the project. He asked that the town keep a good dialogue with the family.

Mr. Gancarz said the first component of the project will be paving, with 100% LoCIP funding, and the work can start in the Fall. There is no official sign-off from DOT to do the work in the Fall. If it is not received the project can begin in the Spring of 2017. For the culverts the timeline is building them next summer, but final design has not started.

On the site plan, Mr. Gancarz pointed out the creek, and said the line behind it is a little dam. During the summer a little bit of water is diverted.

Pond Dredging - The subject pond seems to be fed from the creek to the east, and Mr. Slocum asked if it drains to the Quinnipiac River.

The dam is on the Nob Hill Side of Riverside Drive, and Mr. Noewatne said it is on the McGowan property. There are four pairs of catch basins draining into the pond and the stream feeding into the pond has culverts going into the pond.

2,000 cubic yards of material to be removed - Mr. Noewatne explained the process for this work, using hydraulic dredging as was done at Mixville and Weeks Ponds. It is a big vacuum system staking out sediment into a massive chamber; the sediment is trucked away; and there is less environmental impact to the pond. This is a tremendously expensive project. The infrastructure must be built; PW crews could assist with some of the tasks; but a contractor does it all. The cost is \$60 per cubic yard or \$120,000 for 2,000 cubic yards. With town crews doing some of the work, the price could be lower. Mr. Noewatne explained that the equipment crosses the property/lawn, and this lawn would have to be recreated after the project is done. Past pond dredging had a cost of about \$80,000, was part of the capital budget, and tied into other projects. The dredging is an expensive project; there are many permits required from local government, IWW, Army Corp of Engineers.

Mr. Gancarz has walked the pond and stream. He noted that when the Town was using sand in the winter it was about 2,300 cubic yards annually. His calculations show that over 10 years the Town, probably, put 80 cubic yards into this pond, and agrees that Cheshire is a minor contributor to the pond sediment.

With regard to the Town's culpability, Mr. Oris noted comments from Mr. McGowan that you can pull road sand out of his pond, and he questions the validity of this statement.

It would cost \$1,400 for a survey of the pond, and Mr. Noewatne said the sediment would be sampled. He noted the Town has never gotten sand from the same place so the sand cannot be sampled and stated it is absolutely town sand. There is natural erosion going upstream. According to Mr. Noewatne the Town has no drainage easements on the McGowan property of any other property.

There is a huge agricultural area up there which is higher than this pond, and Ms. Nichols asked about the impact on the pond with material from this farm.

Based on the topography, Mr. Noewatne said some of the runoff goes towards this pond.

In that case, Ms. Nichols said this supports the argument that this is not just Town sources, but other sources up or down river.

If the owner and Town do nothing, Mr. Slocum asked about the pond falling in...and what happens then.

Mr. Gancarz said it would revert to a stream and possibly go back to what it was.

There are several options, and Mr. Noewatne said we can pull a dam with IWW approval. The best option includes matching funds payment for the work, i.e. 10% as a good faith effort by the Town which is a minority player. To his knowledge, there are no grants for this type of work, and the State is in favor of getting rid of ponds not having active use.

With regard to the Town having no easement to dump in there, Mr. Oris asked what happens if the owner requests removal of the Town's pipes.

Mr. Milone will check this out with Town Attorney Smith.

The alternative was cited by Mr. Bowman...take the storm drainage and run it down Nob Hill and directly discharge it into the river.

Ms. Flynn-Harris asked about offering assistance with the spill way. She advised that it is probable that the property owner is selling this property, and he wants something on paper regarding the pond.

This might be a reach and Mr. Noewatne is uncertain how IWW would react. He recently received a call and visit from a South Pond area resident about dredging his pond...his HOA does not include maintenance of the pond. On average, the Town receives 6 inquires a year about pond dredging. If pond dredging is funded, Mr. Noewatne expects there will be more people coming forward for dredging by the Town.

Page 95 - CEP Book - Mr. Milone cited the item "Light Pole Maintenance" and asked it include the words "and Replacement".

The Town owns only the single service poles that have a streetlight, and Mr. Gancarz said some of the poles are not in good condition. The pole life span is about 35 years; we have 490 poles; and each will have to be checked out. It is about \$30 to replace a pole, and this was figured into the calculations when the streetlights were purchased.

Mr. Milone stated there is significant savings on the expenditure side; a rebate of \$160,000 was expected; and this money went into the revenue section of the budget. This money has already been used against the operating budget.

It was suggested by Mr. Slocum to add \$50,000 into the street light line item, and the same amount in out years.

Mr. Gancarz said the estimate for pole replacement is about \$40,000. He has a list of 30 poles to be replaced. There will be a meeting with three electricians this week to get good prices.

Mr. Bowman commented on the town and state being "over lit" with streetlights, and questions the need for them in all areas of town. He asked about a pole being knocked down in an accident and the town's recourse for replacement.

In response, Mr. Gancarz noted that people want streetlights, and many calls are received for installation of lights. Regarding an incident or accident with the poles, there is recourse for the town to get reimbursement.

PW Dump Trucks and Plows - The PW Department requested a smaller version truck, and the bid was waived for its purchase

Mr. Noewatne stated this smaller truck will replace the larger dump truck, and it will be able to get into smaller areas, driveways, under trestles, use for cold patch, leaf clearing etc. It will be more useful on a daily basis.

A 10-wheel tandem truck is not in the capital budget, but Mr. Noewatne said it would be an asset to the fleet, and it can tow heavier equipment...the excavator. Acquisition of this truck would increase the line item to \$225,000, plus about \$40,000, as the smaller truck is \$185,000. The gross vehicle weight on the larger dump truck is 43,000 pounds.

Mr. Oris expressed concerns about two expensive dump trucks and the back truck this year. His concern is that the trucks are ordered, and it takes 1+ years to get them. Mr. Oris submitted a photo from Truck Trader, which has a Freightliner truck readily available at a lower cost, \$134,000 vs. \$185,000. He asked why the Town cannot buy vehicles in that price range, without having to wait for delivery. These trucks have a hydraulic system, sanding system and municipal package. The trucks are on the State list, which is being revamped.

These vehicles can be looked at and Mr. Noewatne said the photographed truck does not have the wet system, which would have to be installed, at a cost of about \$12,000. He will look at the lower cost vehicles and if they work for us, they will be purchased. He noted the cited truck is a Western Star product.

Fleet Manager Kaczer has tried to standardize the fleet, and we now have functional Freightliner trucks. The smaller truck is solid, is needed by PW and is readily available.

The Council was told by Mr. Gancarz that the State municipal storm water permit takes effective in July 2017. This requires higher frequency of catch basin cleaning at 50% full, and Cheshire has 8,200 catch basins. A good piece of equipment is needed for this work. The oldest truck in the fleet is 1997; it has a 20 year life span; and more modern trucks hold together much better and have better reviews.

With acquisition of the new truck, Mr. Bowman asked about trained staff to use the truck, and how many months of the year it will be used.

This truck will be used regularly through the year, and Mr. Noewatne said the smaller truck will be used during road paving, sucking out the basins, and assist with areas of town that have runoff issues. He will look around for the least costly truck, and will not be hiring additional staff to use and work on the truck.

Sidewalk Program - \$300,000 requested this year; \$100,000 will be used for Lanyon Drive and Westland Avenue sidewalk connection. At \$300,000 Mr. Milone said it would be aggregated to a prior allocation of \$200,000, and would become a referendum item.

It was suggested by Mr. Milone to break out and specifically identify the \$100,000 project for what it is. In that way the \$200,000 plus the prior \$200,000 will not exceed the referendum limit, and will not be a referendum item.

Following a brief discussion, the Council agreed to break out the sidewalk program as cited by Town Manager Milone.

\$3.5 Million for West Johnson Avenue Pump Station.

\$175,000 for Town Hall Window Replacement - this project is full replacement of all the 28+ year old windows in Town Hall. Mr. Noewatne is looking at Marvin windows and other window companies. This is a large job, very expensive, and is for double pane windows. It would be a spring project. Grants will be looked at for this project, and energy funds could be used because this is an energy efficient project.

PARKS AND RECREATION - Robert Ceccolini, Director.

Mr. Milone commented on some of the department projects being moved around in the capital budget. He stated the restrooms at Cheshire Park, Mixville Park, and MacLegion Park are a priority. Rolling Acres tennis courts and basketball courts are of concern and should be renovated. Courts needing priority are at the Youth Center, McNamara, and Cheshire Park. The Rolling Acre courts are in the worst condition. It was noted that these courts could be torn up, as the school facilities plan could be using this area of the middle school campus.

Full renovation of the Rolling Acres tennis courts (\$145,000) could be pushed out; basketball courts (3) would be about \$135,000.

In light of the future school facilities design plan, Mr. Ceccolini supports the patching of the Rolling Acres tennis courts at about \$5,000, and advised \$2,000 is being spent on the Youth Center basketball courts. He expects the current contractor could also patch the Rolling Acres basketball courts at a good price. These costs would be taken out of the parks improvements budget line item.

The full renovation at Rolling Acres, \$280,000, was removed from the 1st year of the capital budget. It will be set at \$145,000 in the 1st year (\$135,000 is removed) to entirely redo the 3 basketball courts with cement/concrete courts. They will have a 20 year guarantee of no cracks.

By saving the money in the Rolling Acres line item, Ms. Flynn-Harris asked that the bathroom project be moved to the 1st year... Cheshire Park, Mixville Park, MacNamara/Legion Park. In year #2 the Quinipiac Park and Lock 12 bathrooms would be done.

Pool Grounds Improvements - This is in year #3 at \$120,000. It is for landscaping, berm/wall of 200 feet, outdoor volleyball and bocce courts, slide inside the pool (\$30,000). Some of the landscaping can be done by town crews.

Mr. Milone advised the Parks and Rec budget has a \$35,000 surplus and this money can be used to do a few things at the pool, over time.

Chapman Property - \$2 million. The BETA report provides some estimate for what is already seen.

There had been discussion about \$200,000 to \$250,000 in year #1 of the capital budget. Mr. Gancarz cited some of the things already seen...the underground tank removal \$20,000 to \$25,000; contaminated soil \$20,000; asbestos abatement \$20,000; other hazardous materials \$8,000. He noted there are about 40 vehicles on the property, and about 11 buildings on the property.

With regard to this property, Mr. Slocum said he thought it was clearing the land, tearing down a house and barn. The items cited were to come out of the cost of the land and part of the bargain with the owner.

Mr. Bowman stated the Council must discuss the issues and determine what the Town is willing to do, and make some hard decisions.

In the purchase agreement it says everything stays as is in terms of the structures. Mr. Milone said we want to make certain all of this is clear in the agreement.

Mr. Oris said the environmental issues should be negotiated off the purchase price, and he wants to see a number to clean up this property, take down buildings.

It was recommended by Mr. Milone to put \$150,000 in year #1 for clean up of this property. The Council can do anything it wants once it has the information needed, and could appropriate more funds as a capital item, and it will be incorporated into the capital budget.

There was a brief discussion on prevailing wage for the clearing work on this property. Mr. Noewatne reported new construction is \$400,000; and for renovation under \$100,000 prevailing wage is not required.

The \$2 million for the Chapman Property was left in year #2 of the CEP.

Parks and Recreation Vehicles - the department has requested a pickup truck. There were suggestions to purchase an extended cab rather than a crew cab. Mr. Ceccolini said the logic is to go with the extended cab, which is wider and carries more people. He is requesting a 6.5 ft. bed, and prefers the crew cab.

Mr. Oris said he prefers the crew cab; it is safer; but Fleet Manager Kaczer does not favor a crew cab. The decision on the cab is Mr. Ceccolini's to make, and what he believes to be better for his department and crew members.

The 2021 CEP will have a request for a regular pickup truck for Parks and Recreation.

Mr. Bowman stated he would only purchase a crew cab. It is easier to carry equipment and people.

The issue of supervisors of college kids for summer work getting more pay per hour was discussed. Mr. Ceccolini stated it is 50 cents to \$1.00 per hour depending on the number of crew members supervised. This is written into the contracts; the department does not have crew leaders; and contract negotiations are underway and this could change.

Mr. Bowman commented on the Town not owning a 12 foot or 14 foot mower, and based on the large fields and parks, this mower would be more efficient. He suggested they be looked at for next year.

The mowers are 6 feet and Mr. Ceccolini said the college kids use them. With the larger mowers the scope of vision is impacted.

With regard to the extra cost for the new truck, Mr. Milone said it could be absorbed in the Park and Rec operating budget.

Thursday, August 18, 2016 Meeting - Chief Dryfe and Chief Casner and radio system consultant will be present.

4. ADJOURNMENT

MOTION by Mr. Slocum; seconded by Ms. Nichols.

MOVED to adjourn the meeting at 8:54 p.m.

VOTE The motion passed unanimously by those present.

Attest:

Marilyn W. Milton, Clerk