

MINUTES OF THE SPECIAL CHESHIRE TOWN COUNCIL AND BUDGET COMMITTEE MEETING HELD ON TUESDAY, AUGUST 30, 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, Liz Linehan, Thomas Ruocco, Timothy Slocum, Peter Talbot.

Absent: Sylvia Nichols.

Staff: Michael A. Milone, Town Manager; James Jaskot, Finance Director; Gina DeFilio, Deputy Finance Director; Vincent Masciana, CEO, Department of Education.

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 distributed an August 30, 2016 handout and reviewed it with the Council.

- A. Summary of 2016-2017 Capital Expenditure Budget and Proposed Revisions with updated changes from the Council.
- B. Five Year CEP - summary of the five year plan with Council changes, and recommendations proposed and to be reviewed.
- C. Five Year Debt Analysis - column #1 shows existing bond debt; column #3 shows projected new CEP debt, Council approved.
- D. 2016-2017 Draft Capital Expenditure Budget - categorized by range of Expenditures.
Category #1 - projects less than \$200,000 or supported by C.N.R.
Category #2 - projects \$200,000 to \$400,000; requires a 21-day waiting period before they can begin.
Category #3 - projects over \$400,000; referendum items.
- E. Resolutions for each of the 26 projects, and summary explanation.

Handout Item A - #7 Fire Truck Engine #3 - this item was removed and Council reinstated it into year #1 at \$635,000.

#10 - Public Works Vacuum Truck, \$380,000 taken out of year #1 and put into year #3 of the CEP.

#2 - Vehicle/Equipment Replacement Fund - Police Cars are included in this project. Mr. Milone explained that CPD is down two cars. Last year CPD replaced 4 cars, and another car was turned down. In the past year CPD had 3 cars totaled - 2 as a result of accidents and 1 from a storm and tree falling on the car. Replacement will be newer model vehicles, 2 patrol cars and 1 unmarked car. Insurance funds will pay for replacement of the cars that were totaled. CPD is now down 3 cars and the 1 denied last year for a total of 4 cars. Insurance proceeds will offset the appropriation request, with one-half of the \$116,000 paid by insurance for the totaled cars.

Mr. Milone reviewed the memo from Chief Dryfe on the CPD vehicle request, and read an excerpt into the record.

The Chief's request is four (4) new cars paid out of the annual expenditure budget, and two (2) cars paid from insurance proceeds. This is a total of six (6) new cars for CPD.

In the Chief's memo, Mr. Milone pointed out the success of the "vendor rental" program for extra duty jobs, and generation of revenue - \$6,000.

With regard to the CPD request, Mr. Oris stated 6 new cars is too many. He noted last year's replacement of four (4) vehicles, with two going to the Chief and Deputy Chief, and two to patrol. There are 43 vehicles in the CPD fleet; 10 patrol cars, 10 utility cars, and Mr. Oris wants the best and newest vehicles for patrol officers on the road. He asked about replacement of on-line vehicles.

Ms. Linehan commented on the Council not being satisfied with the current CPD vehicle replacement program, and said it should be further discussed. She expects we will have the same problems next year as this year.

There have been four cycles of vehicle replacement for CPD, and Mr. Slocum said it could go to three (3) cars replaced this year, not four (4).

Two (2) patrol cars are gone and will be replaced, and Mr. Ecke asked if any other vehicles will be taken off the CPD list.

Mr. Milone advised the unmarked detective lieutenant car that was totaled will be replaced with a car purchased last year. He explained what Chief Dryfe is planning with vehicle replacement. There were two (2) unmarked vehicles for captains, and these positions were eliminated. Chief Dryfe wants to buy patrol cars for the fleet, having two more patrol cars to address having more patrol officers driving on the street.

Take Home Cars - are driven by the Chief, Deputy Chief, 3 Lieutenants, Canine Officer and possibly one Detective...total of 6 take home cars.

The Councilors discussed their opinions and options for the CPD vehicle replacement in FY 2016-2017. Five Councilors (Bowman, Ecke, Linehan, Oris, Ruocco) are in favor of

replacement of two (2) CPD vehicles; Slocum favors replacement of six (6) vehicles; Flynn-Harris and Talbot favor a compromise with replacement of five (5) vehicles.

Mr. Oris reviewed the Fire Department (CFD) vehicle request, and noted the Fire Marshall Vehicle Request is for two (2) cars. Out of 3 cars in CFD, 1 is very old. He recommends taking two (2) vehicles away from CPD and one (1) from CFD/Fire Marshall. Mr. Oris believes CPD can do fine with two (2) new vehicles from the capital budget and two (2) replaced by insurance funds.

The Council discussed removing one (1) vehicle from CPD and one (1) from CFD.

Mr. Bowman expressed concerns about taking out patrol cars from CPD, but would support a compromise of three (3) CPD vehicles, and one (1) CFD vehicle funded in the annual capital expenditure budget.

Mr. Milone reiterated that the Detective Lieutenant lost his car when it was totaled by storm damage, and one of the new vehicles will be his. There will be two (2) patrol cars. Five (5) new vehicles puts four (4) patrol cars on the street and one (1) car for the Detective Lieutenant. With regard to the patrol cars, Mr. Milone will insure three (3) new cars are patrol cars on the roads.

The Fire Marshal's request for a 2nd car will be moved to year #2 of the CEP.

The Council's final vehicle replacement decision was -- CPD three (3) new vehicles; CFD one (1) new vehicle.

Mr. Oris commented on the generous vehicle replacement for all Town departments, and working on a different replacement plan.

It was pointed out by Mr. Milone that CPD has reduced maintenance, gasoline, and supply costs with the new vehicles in the past few years.

Mr. Ruocco asked about the August 16th Debt Analysis information, #5 School Facilities Master Plan, net borrowing of \$65 million, \$100 million in projected costs, net of grants at 35%. He said this translates to \$150 million in project costs.

Stating that is incorrect, Mr. Milone noted the Council received the amortization schedule. \$65 million is what will be borrowed, the principal, with 35% coming off the \$100 million with State grants.

With regard to Mr. Ruocco's questions, Mr. Masciana explained that \$65 million is borrowing the principal; total project cost is \$100 million with 35% State reimbursement; net cost is \$65 million. He informed the Council that, at this time, the State is funding 35% of an approved project, and future reimbursement is being considered at \$350 per square foot. This would result in a lower reimbursement number than the current 35%. As more details come forward, Mr. Masciana will inform the Council.

Mr. Ruocco commented on the CPD cameras, and asked about the policy on audio recordings.

There are no audio recordings on a police officer, and Mr. Milone explained that the cruiser cameras do have audio and video. The body cameras were moved to year #2 of the CEP.

Mr. Milone reviewed information about the body cameras being okay with the police union. He explained that the Town's labor attorney stated it was okay, with case law indicating it is not an item for collective bargaining. The CPD union attorney has differed with this opinion, and indicates it has a material impact, should be discussed and possibly be bargained.

Cruiser Cameras - reduced to \$104,000; Body Cameras - \$60,000 for cameras and \$40,000 storage costs, total of \$100,000, moved out to year #2 of the CEP.

Mr. Ruocco cited item #26, emergency generators, and asked if these are for shelter locations.

Mr. Milone said these are for school emergency needs. #25 is an emergency shelter for the high school, which is also a town shelter in an emergency situation.

Regarding the body cameras, Mr. Ecke asked if the Town will start with the union on this issue now...so next year there is resolution.

While at the bargaining table, Mr. Milone expects body cameras will be the next item for discussion.

It was suggested by Mr. Slocum that a policy be in place before going into discussion with the union.

Mr. Oris asked about \$24,000 for the Administration/Finance/Public Safety vehicle.

This is a vehicle for the Building Department, and Mr. Milone said the department's vehicle died last year, and they are using an older police vehicle. A better vehicle is needed for the inspectors to get in and out of job sites...a small SUV.

With regard to cafeteria renovations, Mr. Oris asked about this project being done now, with something similar being done in the future under the school facilities renovation plan.

Mr. Masciana pointed out the project is only for Doolittle School at \$275,000. He suggested changing the project title to Doolittle School, and in years 2, 3, and 4 of the CEP create new accounts for each of the schools.

The lavatory improvements are \$375,000, and the project is prioritized for Norton, Chapman, and probably nothing done at Darcey. The Council expressed support of the upgrade to the lavatories at the schools for staff and students.

Ms. Linehan asked about lead testing being done in the school water fountains or classroom sinks.

For the fountains there is no lead testing, and Mr. Masciana said there is continued testing for asbestos and radon...there are no fittings being tested for lead. He informed the Council that the Doolittle cafeteria renovations would include kitchen equipment and serving line area.

Under #23, Ms. Flynn-Harris asked about elimination of Darcey School, and if there would be funds to update Highland School lavatories.

Mr. Masciana said the list was worst to least worst for the lavatories, and noted Highland School is in better condition with lavatories than other schools.

The Council changes were reviewed by Mr. Milone.

#2 - this vehicle replacement project item is reduced to \$223,000 from \$281,000; two (2) vehicles at total cost of \$58,000 were removed from the budget.

#22 - this item will state only "Doolittle School"; for each of the subsequent years there will be a separate item for Highland, Norton, Chapman and Cheshire High School.

#23 - this item is for lavatory improvements for Norton and Chapman and Darcey; the language will remain the same; when work is done it will be prioritized.

FIVE YEAR CAPITAL PLAN - CHANGES

B2 - Technology Reserve Fund - \$210,000 moved to FY 2020-2021; Technology Security Project is moved to FY 2018-2019, \$431,000.

B3 - General Services - Police Vehicles reduced to \$88,000 from \$117,000 in year #1. Fire Department vehicles reduced to \$29,000 in year #1, and \$29,000 in year #2.

B4 - Public Property. All parking lot projects moved out one year.

Roof Replacement, \$200,000 in year #4.

Town Hall Window Replacement Project, \$175,000 with \$100,000 funded through the energy rebate.

B5 - Land Acquisition. \$1 million in FY 2020-2021.

B6 - Public Safety. CPD Cruiser Cameras \$104,000 in year #1; Body Cameras moved out to year #2, at \$100,000.

B7 - Replacement of Engine #3 -\$635,000 remains in year #1; other pumping engines moved out one year.

B8 - Public Works. Vacuum Truck, \$380,000 moved out to year #2.
Road Replacement Project - \$1.650 million (reduced by \$100,000); years 3 and 4 at \$1.750 million; the last year is at \$2 million.

Sidewalk Programs - removal of \$50,000 from years 3 and 4. South Brooksvale Bridge has no immediate replacement need - \$100,000 kept in year #4 for planning and engineering for this project.

B9 - \$300,000 removed for Inflow & Infiltration; Public Works has \$450,000 to work with on projects. With this \$450,000 and \$300,000 in year #4, PW has funds to do projects.

B10 - Cheshire Public Library. Without receipt of the \$250,000 grant for this project, it will not go forward. This cannot be written into the bond resolution; it is not a bonding issue.

Mr. Milone asked Chairman Oris to clarify the Library issue at the August 31st Council meeting for public understanding.

B11 - Pool Grounds Improvements moved out of the annual budget. When future upgrades/renovations are done to Bartlem Park the pool improvements will be part of that project.

Page B1 - shows the summary of all the program elements to the Five Year CEP.

August 31, 2016 Town Council Meeting - will have Executive Session/Land Acquisition, followed by Council business. Included in Executive Session will be Town Attorney Smith, PW Director Noewatne, BETA Group representative Mr. McLouglin.

September 27th Referendum Voting - the Registrars of Voters have selected the Congregational Church as the voting site. They did not want to use the schools due to past concerns and issues, and daytime parking/traffic being very difficult. A police officer will be posted to direct traffic at the site, and voting will be in the rear of the Church property.

At the August 31st Council meeting, Mr. Slocum suggested informing the public about the referendum on the land acquisition of Chapman Property.

There will be an "op-ed" in the local newspaper stating the facts of the Chapman property land acquisition.

Mr. Milone noted that people do not understand why that \$1.5 million is not on the November referendum. This is explained in the op-ed. He said there was a negotiated real estate agreement with a deadline September 30th. The Council was informed that

the Economic Development Commission and Parks and Recreation Commission will be putting a statement in the newspaper on the property purchase. There are also some citizens who will draft an article in support of the land purchase.

It was recommended by Mr. Milone that the Council talk about the Chapman Property purchase during the discussion of the resolution explaining the capital budget.

Mr. Masciana expressed appreciation to the Council for approval of the BOE projects in the capital budget.

MOTION by Mr. Ecke; seconded by Mr. Slocum

MOVED that the Town Council Budget Committee approves the FY 2016-2017 Capital Expenditure Budget, and forwards it to the full Town Council for approval and action.

VOTE The motion passed unanimously by those present.

4. ADJOURNMENT

MOTION by Mr. Ecke; seconded by Mr. Slocum.

MOVED to adjourn the special meeting at 8:30 p.m.

VOTE The motion passed unanimously by those present.

Attest:

Marilyn W. Milton, Clerk