

MINUTES OF THE CHESHIRE TOWN COUNCIL SPECIAL MEETING AND BUDGET COMMITTEE MEETING HELD ON WEDNESDAY, JULY 19, 2017, AT 7:00 P.M. IN ROOM 207, TOWN HALL, 84 SOUTH MAIN STREET, CHESHIRE CT 06410

Present

Council Vice Chairman Paul A. Bowman; Michael Ecke, Jeffrey Falk, Patti Flynn-Harris, Sylvia Nichols, Timothy Slocum.

Staff: Michael A. Milone, Town Manager; James Jaskot, Finance Director; Fire Chief Jack Casner; Deputy Fire Chief Don Youngquist; Police Chief Neil Dryfe; Deputy Police Chief Brian Pichnarcik; Sandy Petela, Interim Recreation Director; Sheila Adams, Pool Director.

Guest: James Nankin, Parks and Rec Commission Chairman

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.

Before the start of the business of the meeting, Mr. Milone informed the Council about an issue with a Peck Lane Property which must be cleaned up by the Town. The matter has been to court a few times, and the court granted authority for the Town to take control and clean up the property. There was solicitation with three vendors; the Town Attorney advised the matter must go to the Town Council for bid waiver approval; and this will be on the July 20th Council agenda. This is private property where there was significant hoarding and serious concerns for the individual living in the house. The Town interceded, and the Court turned the matter over to the Town as the owner is incapable of doing it. The property is being liened, and the house is not habitable.

3. DISCUSSIONS RE: FISCAL YEAR 2017-2018 FIVE-YEAR CAPITAL EXPENDITURE PLAN AND ANNUAL CAPITAL EXPENDITURE BUDGET.

FIRE – Page 73

Chief Casner said he requested some equipment in the earlier years of the capital budget, and is okay with the Town Manager's recommendations in the proposed budget. By purchasing better and quality equipment, the Fire Department can move things out in the capital budget. The department is moving forward with the purchase of the engine which was approved; it will take one year; and after delivery will be looking at 2018-19 or for ladder truck order.

Protective Equipment - \$140,000 in FY 17-18, and this is funding to fully equip the firefighters, and each firefighter costs over \$12,000.

Town Manager Milone stated the proposed CFD budget mirrors last year's recommendation from the Council, and does not want to push it much more. The past

year was bad when it comes to equipment maintenance. The CFD average maintenance cost has been \$62,000, and this year it was \$99,000. Auto supplies are usually \$35,000, and this year CFD spent \$58,000. The fire trucks do look pristine, but what is underneath is unknown, and they must be maintained. The fleet is getting old and should not be pushed out any farther, and maintenance expenses are unaffordable. The extent of the valuation of the equipment has changed and become more expensive.

Chief Casner reported that the State Legislature has mandated an annual equipment inspection by a third party. CFD has been doing this for a long time. Regarding the replacement of the aerial ladder truck, it is hoped some rehabilitation can be done, as it is a viable rehab project. In the out years, 2021, there is \$500,000 requested to replace the ladder truck.

North End Firehouse – this is a benefit to the community, but we are not there yet, and it could be critical in the future.

Water Mains – Mr. Milone does not support installation of water mains due to the associated expenses for this work. Public safety will not be compromised. The cost of user fee for water mains has increased by more than 30% in 7 years, and the Town is building mains for the benefit of the Regional Water Authority (RWA). If the Chief stated water was needed in a specific area, then they would be installed.

Chief Casner informed the Council that he has found out that Cheshire is the only town in the RWA service area that pays for water mains.

Regarding water mains, Mr. Bowman asked if Cheshire has the right to tie into Waterbury's system for the west section of town.

There was an inter-municipal agreement and Chief Casner said it proposed an agreement with Waterbury. It went to their corporation counsel and never came back to Cheshire.

Mr. Bowman asked about looking into this again, and if the big hoses would tie into the Waterbury hydrants.

The houses should be standardized, and Chief Casner said there are adapters on the fire trucks to tie in, as needed.

Chief Youngquist noted this has been done in the north end with Southington Fire Department.

The impact of delaying purchasing of fire trucks was asked by Mr. Bowman, i.e. the CFD ISO rating.

In response, Chief Casner said Cheshire is okay, and as long as the pumps and ladders are inspected and certified annually by an outside agency. There is no risk to the rating.

Chief Casner told the Council that RWA decided to replace water mains on Amherst Drive. He met RWA people out there yesterday, and the work starts next week at RWA expense. It is replacement of existing water mains.

Referring to a recent fire incident, Mr. Slocum asked about assistance from Southington Fire Department, if it was due to being short-handed on our end, or the Southington ladder truck could get to the site faster.

Chief Casner said it was more “manpower” with CFD short of staffing on summer days and weekends as the core of people are not available. The Southington response time was 13 minutes; they always bring an engine and ladder to a Cheshire call; and they sent their entire shift to the scene. In the agreement with Southington they do bring everything to the scene.

Pages 48, 52, and 532 – Vehicle Request in General Services Budget – Mr. Milone pointed out the vehicle summary on page 48. CFD has requested two vehicles in FY 2017-18 and FY 2019-20. The vehicle request for 2017-18 is clearly described on page 52, and is an important vehicle for CFD. Mr. Milone said it was in last year’s budget, deferred to this year’s budget, hoping the gift account would have enough money to pay for this vehicle. He asked this vehicle purchase be revisited with the Council. It is an important vehicle that is used to tow equipment; CFD may not have all the resources to purchase the vehicle; the current vehicle is a 2000 Expedition. Mr. Milone requested the Council to allow him to review purchase of this vehicle and discuss it with them.

There were two hits on the gift account. Mr. Milone noted that \$100,000 was used to supplement the fire truck purchase, and money used to outfit the fire truck. He will review the issue, and request Council to restore the vehicle purchase, or partially restore it to the capital budget.

With regard to the 2000 Expedition vehicle, Chief Casner said it is not heavy enough to pull the trailer, and is not safe on the road. He is willing to spend some gift account money to purchase a new vehicle.

CFD Vehicle Inventory list was submitted to the Council.

PUBLIC COMMENTS

Derf Kleist, 251 Lancaster Way, reported that UConn has eliminated its fire department, and Cheshire should look into getting their equipment.

Chief Casner explained this department was reinstated; and if not, equipment goes to UConn Storrs; or the equipment could be purchased through public auction on the State surplus list.

POLICE – Page 69

Chief Neil Dryfe stated that last year the Cheshire Police Department (CPD) requested \$4M for the entire public safety radio system. A decision was made to separate it out into two components...infrastructure (consoles and tower upgrades, etc.) and separate out the mobile and portable radios which Police, Fire, Public Works, Education, Park and Rec and WPTP into the second year. That part is \$1.3M. The Council approved the bid waiver to hire Intertech Company, that worked on the original study. Last week Intertech was in Cheshire doing a site visit, looking at all schools, bus depot, WWTP, towers, etc. The recommendation is to bid everything at the same time, as this would give a significant discount with bidding infrastructure, console radios, and all the portable radios. This project must go to referendum again, and it is a two-part process.

The enumerated locations will be provided to the Council. The radio system is the same for all departments. Mobile radios will have GPS tracking on them. These are \$4,000 units, and a policy will be in place for tracking these units, who gets them, and what happens to them. Mobile radios will be mounted in cars; portable radios are carried on the person; each officer is assigned a portable radio.

Mr. Milone will return with some figures, hopefully lower costs. He talked about body cameras, the Council giving the authority to move this up six months because of the grant that is available.

The Council was informed by Chief Dryfe that CPD is in the final stages of working out the details of the policy with the police unions. Some police officers are testing and evaluating the body cameras now, working out the glitches. Policy details are also being worked out, and everything should be done by the end of August.

Page 51 – Vehicles – CPD wants to stay on the four year cycle of vehicle replacement. Mr. Milone stated there has been a significant reduction in the auto equipment and maintenance expenses of the department. Five years ago it was averaging about \$28,000 a year, and the last four years it has averaged \$15,000.

Chief Dryfe referred to page 51, noting there is a number in the revenue section of \$255,000, which offsets part of the cost of a new vehicle. Last year the Council supported CPD allowing a contractor to hire a cruiser accompany a police officer on extra duty jobs. The rate is \$25 per hour for the cruiser, and \$48,000 was raised in the first year. Many contractors support having a CPD vehicle at construction work sites. The majority of the cars used are older body style vehicles (3), and the program is working well.

The #4 is the good turnover for the CPD cars; last year CPD got 3 vehicles; maintenance numbers are coming down; the new body style, even SUVs, are better on gas than the older cars. Some older cars are kept in the fleet which will be retired from active patrol duty, and one will continue to be used for the extra duty assignments.

Chief Dryfe reviewed the CPD vehicle inventory list (attached to the minutes). Most of the newer vehicles are in the patrol division. Going forward, the department will hold onto the 2008 Ford Expedition as one more large vehicle to be used during snow storms. This vehicle is assigned to the School Resource Officer and gets very little mileage each week. The 2001 Crown Victoria is the last old style car still on patrol. Chevy Trailblazer is a 2008 vehicle that has seen heavy use, but runs well, with almost 200,000 miles on it. One Chevy Malibu is still in the fleet, and was bought as a used car from a rental fleet. Going forward the CPD will purchase only SUVs.

The current CEP request is to go back to the four (4) vehicle rotation for CPD.

Mr. Bowman asked about there being a requirement policy for having a police vehicle at extra duty work sites.

There is no requirement. Mr. Milone said there is a request into Ordinance to expand this and make it a requirement for night time extra duty jobs. This will further enhance the revenue from the program.

If a police officer goes to Naugatuck to work a job site, Mr. Bowman asked if a CPD vehicle is required with reimbursement to Cheshire.

There is a recipient arrangement between towns about extra duty, and Mr. Milone explained that a Cheshire office going out of town does not take a Cheshire vehicle with them. In re-reading Cheshire's policy, Mr. Milone said it is not allowed. If it ever got to the point where it is appropriate for the safety of the officer, it will be brought to the Council, discussed and decision made. The other towns do not have extra cars to provide our police officer. The policy in place is for CPD officers in town, and Mr. Milone was not prepared to authorize a Cheshire car appearing on the streets of other towns. Protection of the police officers is top priority, but there is no authority to allow a CPD vehicle to another town.

Chief Dryfe noted the length of Route 63 is being re-done in Naugatuck, and the town asked for Cheshire officers to assist at the construction site. Naugatuck has a requirement in the town ordinances that a cruiser accompanies the officer, and asked if Cheshire would provide an office and cruiser for the job. The agreement brought to the Council when the program started was...the cars would not go out of town.

Stating he is not adverse to cars going out of town, Mr. Milone said he did not have the authority to do it. Also revenue would be more with a car staying in town. If the Council

is supportive of CPD vehicles out of town, Mr. Milone will do it, with the authority of the Council.

There was a short discussion about charging mileage for the CPD cruisers going out of town. Chief Dryfe said there is a liability with our cars going out of town. He would not allow an out-of-town officer to come into Cheshire and start driving one of CPD's cruisers around. The fleet insurance is also involved, and he would not be familiar with the out-of-town officer, his training and driving record. In an emergency situation it would be different reasoning involved. When a Southington police officer comes to Cheshire for a special duty job, they bring a Southington cruiser. Contractors pay for the Southington officer and cruiser.

Chief Pichnarcik explained that an officer's rate varies department to department. Naugatuck pays its officers time and a half, about \$75 an hour; Southington is about \$63 an hour; cruiser is \$25 per hour rate.

Mr. Bowman asked about payment of officers.

If a Southington officer comes to Cheshire for extra duty, they are paid Cheshire's rate of pay. If a Cheshire officer goes to Southington, they are paid Southington's rate of pay.

With the vehicle inventory list, Mr. Bowman asked if it makes sense to redact the detective vehicles registration and license plate numbers.

According to Chief Dryfe it is not a vehicle which would ever be used for undercover work; it is just an unmarked police car.

Mr. Milone will request the Ordinance Review Committee to review the out-of-town officer and cruiser payment details.

PUBLIC COMMENTS

Derf Kleist noted the vehicle inventory does not include mileage for each car listed. He asked why three (3) cars were replaced last year and this year CPD wants four (4) cars.

Mr. Milone explained that two CPD vehicles were insurance replacements last year due to accidents, and three (3) new cars were purchased.

RECREATION – Page 106

Sandy Petela, Interim Recreation Director and Jim Nankin, Chairman Parks and Rec Department were present.

Mr. Milone stated that the biggest concern last year was the condition of the bathrooms at Cheshire Park, Mixville Park and McNamara Park. Last year \$120,000 was approved

in the capital budget. Due to some other problems this work has not started yet. There were plumbing issues at Bartlem, Lock 12 and Quinnipiac, which Mr. Ceccolini took care of before his retirement. PW Director Noewatne has informed the Town Manager the work at Cheshire, Mixville, and McNamara will be undertaken in early Fall once the active season ends. For these three parks, Mr. Ceccolini had planned on putting together bid specifications, but with other plumbing issues the attention was directed to getting this work done...new toilets, sinks, fixtures.

In year #2 Quinnipiac Park and Lock 12 will be done next spring.

Development of the Chapman Property - \$2.7M was the number used by Mr. Ceccolini, the number from Milone & MacBroom about 7 years ago. Mr. Milone reduced this number to \$2M, following discussion last year. Mr. Noewatne has stated the Parks Division and PW Dept. crews can do much of the work, so the number was reduced.

Mr. Milone is proposing the Council appropriate \$100,000 for an engineering firm to be hired to provide consulting support so there is a plan and idea of where to go. He will provide the Council with the original Milone & MacBroom report. There is \$120,000 left in the capital planning account, and the planning money could come out of there.

A recommendation was presented to the Council by Mr. Milone for a bus tour to visit parks, Chapman property, and other areas of concern and interest (CHS, Mixville).

Other Parks and Rec projects are consistent with what was approved last year.

\$290,000 is requested for the renovation of Cheshire Park tennis courts and Quinnipiac roller blade rink. The Rolling Acre tennis courts need repair, estimated at \$180,000. Money has been approved for rehabilitation of three baseball courts (Cheshire Park, McNamara Park and Youth Center). The courts at McNamara and Cheshire Park will be done; the Youth Center courts will wait until after the winter season and installation of the ice rink. It is better to hold off resurfacing these courts so there is no concern about impact on the surface. Temporary repairs will be made to this court.

PW Director will be submitting some addendums to the Parks and Rec improvements, to include the roof at Mixville Pavilion, and more work at Mixville and the other parks.

Lock 12 Museum – there was a problem at the site with infestation; everything was moved out; spraying was done; and now everything is back into the museum. Ms. Petela advised there was some re-arranging, all work that was done was needed.

Mr. Milone will extend an invitation to the Parks and Rec Commission to visit the Chapman property with the Council, as it is an important part of the town's recreational component.

Regarding the \$100,000 for improvements plans to the Chapman property, Mr. Bowman asked if there were bids received yet.

That is a ball park figure and Mr. Milone said it was part of the \$2M, i.e. 5%.

Mr. Bowman suggested there be a master list, conceptual plan, for the Chapman property, and thoughts about alternative uses for the property.

Mr. Milone said the RFP for the Chapman property will be a Council decision.

Mr. Bowman stated part of the field trip should look at all the buildings on the Chapman property, and their possible uses.

POOL – Page 107

Pool Grounds Improvements – Mr. Milone advised that Ms. Adams requested funding to expand outdoor activities adjacent to the pool facility, to include volleyball court, bocci area, sand box area, inflatable climbing apparatus inside the pool.

Bleachers – will generate revenue. There is an interest in renting the community pool for swim meets, but the problem is lack of seating capacity and accommodations. Mr. Milone wants to incorporate this with whatever planning is done with the Chapman property.

Pages 49 and 50 General Services – there is a request for a Gang Mower-Trailer at \$67,000. It would be a good investment for the Parks and Rec Department. This mower has twice the cutting diameter, and with staff down sizing, having this piece of equipment will cover twice the area. There is information from two companies about this equipment which will be shared with the Council.

Ms. Flynn-Harris talked about bleachers for large meets, the revenue to be generated, and questioned how much time would be taken away from public access to the pool with swim meets. This is a very sensitive issue.

Ms. Petela said parking is also a big issue when large swim meets are using the pool.

It was noted by Ms. Nichols that this all ties into the Chapman property and how things are done. She agrees and has heard complaints about swim meets, parking, and the pool being closed for public use.

Mr. Milone commented on the fact that Cheshire now has a 12-month operating pool facility, with 8 or 9 weekends set aside for swim meets. These meets bring in \$5000, but it is a balancing act.

The Council was informed by Mr. Nankin that the pool has 4 or 5 weekends now set aside for swim meets. There is generation of additional revenue with bleachers...and

more swim meets. Larger meets take up more weekends and week days, and there are complaints from the regular patrons.

Sheila Adams commented on the swim meets planned by Connecticut Swimming, which are for different age groups, possibly seniors, but they are not sure of the makeup of the meets. Connecticut Swimming pays \$100,000 annually to Wesleyan University for two senior meets and two age group meets to hold them at their pool. This is four (4) weekends...Thursday, Friday, Saturday, Sunday. Right now, our pool is scheduled for shut down in mid-October, January, March, May and June/July swim meets for Saturday/Sunday.

Ms. Nichols asked about weekends...which are more heavily used by pool members...winter time or summer time.

It has reached the point of being even with weekend use, and Ms. Adams said Connecticut Swimming is having problems with Wesleyan. They want to make the change to one facility. They also use Chelsey Piers in Stamford, and people go there for the weekend. This is what will happen in Cheshire...people will stay the weekend in the area. Ms. Adams advised that the CIAC also wants to use the Cheshire pool for State meets (in the evening), and the pool would have to shut down.

For pool taking new membership in the pool, Mr. Bowman asked if some information is provided about these swim meets, closing of the pool for the meets, and in the application form.

Ms. Adams said "no"...she has just gotten the dates of meets for the winter. There is bidding for meets right now for the winter meets. This information could be on the application form, and she will check into this.

For the large meets, Mr. Bowman asked about charging for parking for swim meets.

There is no parking charge, and Ms. Adams said for the high school meets, Cheshire is the only high school to charge to attend meets. This is revenue to the Board of Education.

Currently, people come to the meets at the pool, put their deck chairs down, leave them and go all over the facility. The Fire Marshal is present for larger seating, and feel the bleachers are safer...no deck chairs allowed.

Cost of Bleachers – Ms. Adams informed the Council that smaller bleacher seating, 150 people, has a cost of \$50,000. She does not have a quote for the larger bleacher seating. There is wall space at the facility for bleachers, and plenty of egress to get around the bleachers. 439 people can be on the deck; this does not include people in

the water. Anything over the 250 participants there must be a fire watch, which is paid by the high school or the Y program. At a recent Youth State meet there were 900 people at one meet. With doors open, there is no fire watch because people are not on deck...many are out on the grass. The major complaint heard from participants, parents, spectators is the seating, and there have been no complaints about no place to eat, watch etc.

Mr. Milone will figure out the costs of various bleacher areas, additional revenue, and whether larger meets could be cut to two rather than four.

Regarding complaints, Ms. Nichols asked if there are complaints or feedback from pool members about closing for the weekend.

There are not many of these complaints, and pool members do receive plenty of notice...posted at the pool, on the web site, facebook...at least two months in advance of the shut down. There is also a reminder the week prior to the meet schedule that the pool will be closed for the weekend.

Of the people who are members of the pool, Ms. Nichols asked about the percentage involved in competitive swimming, who would be more tolerant of a weekend shutdown.

Ms. Adams said it is about 25%.

In response to a question from Mr. Bowman about the bleachers, Ms. Adams said they would be permanently affixed to the building, and would not be folding bleachers because these are wood and could not be used.

Mr. Bowman circled back to the lawnmower, and asked for information on how this mower travels, if the ground speed is doubled, its efficiency, more fields able to be covered in a shorter time.

Town Manager Milone will gather this information and submit to the Council.

4. ADJOURNMENT

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

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

VOTE The motion passed unanimously by those present.

Attest:

MARILYN W. MILTON, CLERK