

MINUTES OF THE SPECIAL CHESHIRE TOWN COUNCIL MEETING AND BUDGET COMMITTEE MEETING HELD ON THURSDAY, NOVEMBER 16, 2017, AT 7:00 P.M. IN COUNCIL CHAMBERS, TOWN HALL, 84 SOUTH MAIN STREET, CHESHIRE CT 06410

Present

Council Chairman Robert J. Oris Jr.; Vice Chairman Paul A. Bowman; Michael Ecke, Jeffrey Falk, Patti Flynn-Harris, Sylvia Nichols, Thomas Ruocco, Timothy Slocum, Peter Talbot.

Staff: Michael A. Milone, Town Manager; James Jaskot, Finance Director; Assistant Town Manager Arnett Talbot; Sheila Adams, Pool Coordinator; Police Chief Neil Dryfe; PW Director George Noewatne; Town Engineer Walter Gancarz.

Guest: Matt Levine, Cheshire Sea Dog Swim Team.

1. ROLL CALL

The Clerk called the roll and a quorum as determined to be present.

2. PLEDGE OF ALLEGIANCE

The group Pledged Allegiance to the Flag.

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

Town Manager Milone distributed information on the referendum and non-referendum projects for Council review and discussion.

Community Pool Bleachers and Touch Pads – The Council was informed by Mr. Milone that the Cheshire Sea Dogs Swim Team has offered to make a contribution to the cost of the blocks for the pool.

Ms. Adams reviewed the information on the blocks and bleachers with the Council.

Blocks - \$30,000 cost for the blocks; \$1,000 installation cost per block; these are removable blocks; they are needed due to short and long courses; 10 blocks would be in the pool, and they are installed with 18 anchors. The “one post” block is preferred to the “four post block”; the four post are not removable and 18 blocks would be needed resulting in an increase for installation costs.

Bleachers – the cost of the bleachers is \$37,860; this is seating for 300 people; bleachers would be on either side of the overhang that goes into the area by the pool office part of the building. Swim organizations recommend aluminum bleachers because of the pool environment. Ms. Adams had a second quote of \$31,000 for smaller bleachers seating 150 people. In speaking to swim team coaches and Connecticut Swim organization, the 300 seat bleachers would be best for Cheshire to host meets. Because the cost is over the bid limit, the bleacher project must go out to

bid. There is an additional cost of \$650 for the chain link black vinyl mesh. The slide and climbing equipment for the pool are off the table for now.

Chairman Oris commented on the bleachers being helpful to increase revenue for the pool, and the good return on investment. He also mentioned the idea proposed for a bocce court and sand volleyball court on the pool grounds.

According to Ms. Adams the swim community wants to have Cheshire host swim meets. She cited the CIAC and USA Swim as groups wanting to host swim meets during summer and winter. This would involve closing down the pool for public use. A four-day (Thursday, Friday, Saturday, Sunday) could generate \$22,000 in revenue over one weekend. This revenue would pay for the purchase of the bleachers, but the question is closing down the pool for public use during these meets. The Sea Dog Swim Team has offered to make a donation of at least \$25,000 towards the cost of the blocks, and the Team wants the "Sea Dog" logo on the blocks.

In looking at the total cost of the blocks and bleachers, Mr. Slocum said it is about \$93,500; less the Sea Dog Team donation of about \$25,000; net cost to the Town is about \$68,500 subject to bid.

With regard to the Town's sponsorship program and Sea Dog logo, Mr. Ruocco wants the Council to review the logo, and is not sure the organization should have a logo on the blocks.

It was pointed out by Ms. Flynn-Harris that the Cheshire Sea Dog Swim Team is #1 in the State of Connecticut. She noted sponsors want recognition for donations with a sponsorship and custom logo, which has a cost of about \$300.

Cheshire Police Department (CPD) Vehicle Replacement (pg. 51 CEP Book)
#2 Non-referendum items.

Mr. Milone referred to page 51 CEP Book, noting the replacement cost of \$122,008 for four (4) CPD vehicles.

Chief Dryfe stated that four cars is a reasonable number considering the vehicle maintenance and keeping the costs down. In 2015 the equipment supply expenditure was over \$30,000; in 2016 the cost was only \$21,000. The maintenance line is not solely for vehicles, but also for radar, laser and equipment maintenance, and in 2016 this was \$12,000.

There is a revenue offset on the expenditure this year with the revenue from using cars on extra duty. Chief Dryfe cited FY 2017 ending the year with \$47,287 revenue from the extra duty cars. FY 2018 (to date), the revenue is at \$29,625, with expectations this will increase through the fiscal year. Most of the revenue has come from extra duty officers and vehicles due to cleanup from the serious fall storm. It is expected this

revenue could be over \$51,000 in FY 2018. The revenue budgeted for the extra duty officer and cars was \$25,000.

Chief Dryfe reviewed the acquisition of four new SUV Ford Interceptors (as opposed to cars) at a cost of \$122,008. He said the CPD wants to have one type of vehicle in the fleet; there is consistency; but one sedan may be purchased. There is \$35,000 in the Elim Park Gift Account to offset this capital budget expenditure.

A list of the CPD fleet was reviewed with the Council. With regard to replacing vehicles, Chief Dryfe said mileage and the condition of the vehicle is considered. Two years ago, three CPD cars were totaled, and the insurance settlement only enabled replacement of two cars.

It was suggested by Mr. Slocum that there be a program of three CPD cars one year and four cars the next year.

In doing that, Chief Dryfe noted there would be higher mileage cars on the roads; maintenance costs would increase; there would not be a complete offset. He said unmarked cars do not get the same high mileage as other CPD cars. There is concern about having to replace six cars down the road. The Animal Control car (cargo type van) is older and has not been replaced. Since he became Chief, the number of take home cars has been reduced, and the fleet has been slightly reduced. Chief Dryfe advised there are usually between three (3) and six (6) patrol cars and Supervisors car on the road, and this increases in the summer months with six (6) officers on a shift. The new vehicles are covered under a warranty; maintenance under warranty is at no cost to the Town. On the vehicle list, Chief Dryfe cited the 2009 Malibu as being at the end of life cycle; the Chevy Trailblazer has high mileage but is running fairly well; and CPD is considering getting rid of one of these cars.

Chairman Oris stated his support for replacement of four (4) CPD vehicles this year, and next year the Council consideration of going back to three (3) vehicles.

Community Pool

Matt Levine, Cheshire Sea Dogs Swim Team, thanked the Council for its consideration of blocks and bleachers for the Community Pool. Mr. Levine informed the Council that the Cheshire Sea Dog Swim Team is the National Y Champion. The Y Team wants to invest in the pool, and is committed to a \$40,000 donation for the entire cost of the blocks...with the Town paying installation costs. It is understood this expenditure is over the bid limit, and the project must go out to bid. He said this equipment will bring the pool facility to the next level for revenue generation and open up opportunities for large meets that could bring in \$20,000 revenue in one weekend. Mr. Levine pointed out the people attending swim meets will be a boom to the local economy and businesses.

With regard to the purchase of the blocks, Mr. Levine has looked at blocks, talked to coaches, and the single post is endorsed as the best option for the pool. He reported

the current blocks are beyond their life span; were purchased when the pool opened; and the goal is to insure the best blocks for the pool and swimmers. The sponsorship from the Sea Dogs Swim Team would request a team logo on the blocks, and it is understood this must go to the Council for approval.

Mr. Milone noted the current blocks have never been replaced, and stated the Town Council will look at all the specs.

The Sea Dogs will donate up to \$40,000 for the sponsorship and purchase of the blocks. Mr. Levine said 12 blocks should be purchased, as this would insure there are two blocks in reserve. The Town would cover cost of installation of the blocks. The installation is high tech; \$1,000 to install each block; and the blocks have a handle bar and wedge on the back. Mr. Levine stated this is an honest and good commitment from the Sea Dog Y Team to the Town Community Pool.

Chairman Oris commented on wanting to enhance revenue, taking the pool to the next level, and the blocks and bleachers having a good return on investment.

It was stated by Mr. Levine that there will be a good return on investment. There is high interest for Connecticut Swimming to host meets at the Cheshire pool, as it is considered an attractive facility, with Sea Dogs running professional meets. Mr. Levine commented on the CHS Swim teams and Sea Dogs appreciation of the community pool, and working with the Town to enhance revenue opportunities for the facility.

Ms. Flynn-Harris commented on the new Recreation Director having an aquatics background.

Under the new director, Mr. Milone sees opportunities for generation of revenue, good leadership with Ms. Adams and the Y and CHS Swim teams.

RECAP – the cost of the Blocks and Bleachers for the Community Pool - \$98,500.
Less \$40,000 Sea Dog donation; net Town cost of \$58,850. Council rounded the Town investment cost to \$60,000.

#1 Technology Reserve - \$250,000 proposed appropriation.

Mr. Milone commented on the importance of replacement of equipment, and said there is \$40,000 left in the technology account (from the State grant). It is estimated another \$100,000 could be added to this reserve account.

Cheshire Fire Department (CFD) Tow Vehicle (page 52 CEP Book.

Mr. Milone discussed the CFD \$45,000 tow vehicle request with the Council, and said he put it in year #2 of the CEP. Chief Casner has asked that it be restored to year #1. The Elim Park gift fund would pay for ½ of the vehicle cost, \$22,500. The Chief has stated the need for this tow vehicle to move the Gator, small generators, equipment, and even firefighters to a fire.

A question was asked by Mr. Talbot about there being a CPD vehicle, a SUV, that could be used by the CFD for these needs.

There is no CPD vehicle, and Mr. Milone noted the SUVs are not strong enough for towing. The CFD truck would be a heavy duty pickup vehicle.

PUBLIC WORKS – George Noewatne and Walter Gancarz

PW Director said he and staff compiled an analysis and information for the Council capital budget.

3A - Mower Parks Division – the tandem is \$1,700 more per year than the standard dump truck; over 15 years this is \$25,600; the tandem could pay for itself with the hauling of the town's salt, making quicker deliveries of sand, salt, stone, mulch; annual savings could be \$8,300 just using this truck. This does not include snow removal. In three years this truck could pay for the differences between the costs of two trucks.

Mr. Bowman asked about the benefits of this truck...picking up sand and stone, bringing it back to the work force quicker for projects...and labor savings and other savings.

This truck can make a run to New Haven to restock the salt shed for use in storms, and Mr. Noewatne said this is better than waiting three days for salt delivery.

Vacuum Truck – There are MS4 State regulations mandating cleanup of at least 20% of catch basins annually; this is 1,200 to 1,500 basins for Public Works to clean up; there are two ways to do this – with a contractor or use of town equipment.

Truck Cost is \$385,000; 2.5% bonding over 15 years at cost of \$31,096; \$466,447 total cost of the truck; \$31,000 annual cost.

Contractor cost would be \$32,000 annually to do this work; over 15 years the cost is \$578,400.

Mr. Noewatne pointed out that it is more cost effective to do the work with a town vacuum truck. He noted there is also the opportunity for town crews to do other work with this truck (2 man crew) jetting or exploring pipe blockages, and contracting this type of work outside would be more costly. He noted that emergency response is not quick from a contractor. He said the vacuum truck is the basic tool for a large PW department work. Fleet Manager Kaczer is searching for a used vacuum truck; photos of a 2003 truck were viewed by the Council; cost of this truck is \$180,000; and staff wants to bank a number for a used truck.

Stating he understands the need and desire and usefulness for this truck, Mr. Bowman said he could care less about State mandates.

Outside of State mandates, Mr. Gancarz reported many people request dredging of their ponds and catch basins, and a truck is needed to keep the town ponds and drains clean.

Chairman Oris commented on focusing on the town's bonding capacity, future projects to be considered (modernizing schools), putting the town's credit rating at risk, and looking at larger, future projects.

Mr. Milone stated one of the things everyone set out to do was reducing the amount of the five year capital budget. The margin is \$55M to \$60M over five years which keeps the town stable in terms of debt service. The plan for this year was estimated at \$56M, and is now at \$49M...before any further cuts to this budget. At this level of debt, Cheshire is in the 8% range; this is still under 10% of the operating budget, and this is the standard used by the rating agencies. All the information is shared with the rating agencies, and the town plan is prudent and we are staying with it.

In the future there could be a big project, and Mr. Oris does not want to affect the town's bonding capacity or credit rating. From his perspective, Mr. Oris asked if Public Works wants a dump truck or vac truck. He said the Cheshire fleet, compared to other towns, is very modern and there could be more longevity in this fleet.

Regarding his preference on trucks, Mr. Noewatne said he would take the vac truck for sure, as the town must have this truck. He would give up the dump truck for the vac truck. There is \$32,000 in the operating budget for outside services for the work cited, and this will increase each year, and with the vac truck this cost could be backed out of the operating budget. A contractor would not be needed. There would be a two man crew out each day to vacuum basins, clean ponds, drains, etc. all under control of the PW Department. When using a contractor the department must provide traffic control with a crew member.

Public Works Rolling Stock/Hours/Miles

Trucks highlighted in "yellow" are those to be turned in this year; "green" are trucks programmed to go away in the five year plan at various stages. Some trucks are 15 – 16 years old; one has less mileage, but does have a blown motor; winter dictates the hours and miles on these trucks; in summer there are half the trucks on the road; and some of these trucks have frames rotting out.

Snow Removal

There is five years of data regarding snow removal in-house vs. outside contractor. In-house cost - \$20,027; contractor - \$43,772; the State bid price is \$195 per hour for driver and truck. Mr. Noewatne will check with Southington and Prospect on their costs for outside snow removal.

Mr. Bowman could advocate to have a few trucks contracted out with a contractor for snow removal on some town roads, and said he thinks the hourly rate is less than \$195.

In response, Mr. Noewatne said he would check with other towns that use supplemental contractors. He knows there are pros and cons to both, particularly on control and quality of work.

Non-referendum item #10 – PW Dump Trucks and Plows - \$400,000

Mr. Slocum talked about this request for two dump truck with two plow trucks coming out of the department budget. He asked about the dump trucks; one being a big truck and one a small truck.

Mr. Noewatne said one was six-wheel two wheel drive truck and one was a tandem. In reviewing the trucks requested for PW Department, Mr. Noewatne restated he would prefer having the tandem in the fleet.

CHS Pedestrian Bridge to Linear Trail

The estimated costs for this pedestrian bridge were reviewed with Milone and McBroom, and it is \$429,000. With one-third of the cost eliminated, it would be about \$300,000. The map depicting this proposed bridge, 12' wide x 48 feet long, was reviewed and briefly discussed. The Council was told by Mr. Noewatne there is bad soil in this area; there is fill from the canal; the pump station is to the edge of the walking trail, about 100-150 feet. The trail is State property, with town property on the other side, so double permitting would be required for this project.

According to Town Engineer Gancarz, this bridge number is right on, and the small bridge at Mixville was \$45,000.

With the pump station right there, Mr. Bowman said there should be some engineering data available, and it seems the soil is the issue.

Chairman Oris stated there needs to be more vetting of this bridge issue.

There is no appropriation and Mr. Milone said the Lanyon sidewalk project would free up \$100,000.

On the map, Mr. Noewatne pointed out streets and the trail, spot distances between the high school and the trail.

Sidewalks

Regarding utilities, Mr. Gancarz said companies have agreed to move poles on Lanyon Drive, and this would be a six month process. No slope rights are required for the sidewalks. Cheshire has 102 miles of sidewalks; it takes millions of dollars to keep up with deteriorating sidewalks; PW is doing a good job, and wants to continue to keep sidewalk project funded. Last year \$200,000 was spent on sidewalks. On Lanyon Drive there are safety issues that must be dealt with.

Sludge Truck – no longer requested; repaired truck is running well.

Boulder Knoll Barn

Photographs of the deteriorating barn were reviewed by the Council. There is a lot of damage in this barn, and Council approved demolition of the structure.

Road Repavement

2017 PCI rating is 82 (2009 it was 76); on the PCI road map, the color blue is good (50% of town roads); red colored streets are the worst;

Automated Trash Collection Option

Cost of 96-gallon containers is estimated at \$495,000 for 9,000 containers.

Energy Conservation

\$327,159 for the Ameresco project is frozen.

Groundmaster Mower - \$63,500

Mr. Noewatne discussed the request for a 132” mower (vs. current 72” mover) which would enable better mowing of open fields, and increase productivity.

Restroom Upgrades at various Parks

\$120,000 for Cheshire Park, Mixville Park and MacNamara Legion Park; there is \$101,000 remaining in the account for these projects. There are proposals for ADA compliance, ventilation and space maximization plans being solicited from various design firms. There is no funding for the Lock 12 bathrooms, which is in the second year of the CEP.

Quinnipiac Park and Lock 12 - \$180,000 requested for continued improvements for replacement of outdated restrooms. Quinnipiac Park would have a new restroom building with storage. Lock 12 restrooms are outdated and need an upgrade. The work would be planned for spring 2019.

Basketball Court Renovations at Cheshire Park, Youth Center and MacNamara Field.

\$135,000 for three basketball courts; there is no request in this year’s budget for this project; project would be bid out in 2018.

Ice Rink – the rink is too large to be installed on the location of the older basketball court area at the Youth Center; the rink panels/boards can be cut down to fit the court size; the rink cannot be placed on the Youth Center tennis courts as 13,000 gallons of water (6 inches deep) is too heavy for the courts; the rink weighs 110,000 when full of water; and it must be placed on a flat surface. The water access would come from the building basement. With the rink placed at another location there would be a need for portable bathrooms.

Mixville Pavilion

A conventional building cost is \$128,000; Pole Barn cost is \$90,000; Pre-engineered Metal Building is \$64,000. A local contractor cited \$210,000 for new construction building, and this is consistent with the unit price for a storage building at CHS.

Mr. Bowman stated the town should go with a pre-engineered pavilion structure.

Chapman Property Farm Stand

Photographs of the farm stand were looked at, and Council noted the stand is in very poor condition. Mr. Noewatne said it is decayed and has a lot of black mold. The Council authorized taking down the stand, keeping the foundation for a possible future structure. The demolition cost is \$8,500.

Chapman Property Walking Trail

This would be a half mile walking trail on the Chapman property, and Mr. Noewatne pointed out the map which shows the 9' wide, one-half mile trail. People walking dogs on the trail must have dogs on a leash; the budget cost is zero for this trail; and it would be designated as only a "temporary trail".

CCI Lawsuit

Mr. Milone reported that the Judge requested another extension for the ruling on this matter. The ruling date is now December 5th.

REVIEW OF THE FY 17-18 CAPITAL BUDGET PROJECTS

Technology - \$250,000; another \$100,000 added for equipment replacement.

CPD Vehicles - \$122,008; remains in the capital budget.

PW Lawn Mower - \$63,500. Mr. Bowman is okay with this purchase as the mower can be used with other town departments; there will be better maintenance of the parks. Mr. Milone informed the Council that with this larger mower used by town crews it would reduce hiring of summer staff. Mr. Noewatne noted there is an increase in work on the Trail and Chapman property.

PW Pickup Truck - \$48,600 (page 54 CEP Book) deferred out one year.

Vehicle Replacement - \$189,000 +\$22,000; total is \$211,500 in the capital budget

Various Building Improvements - \$200,000; remains in the capital budget.

Roof Replacement (Library) - \$185,000. The 20 year old roof leaks periodically; the 10 year old solar panels are beginning to show stress. Stays in the capital budget.

Linear Trail Parking Lot - \$400,000; project can start with acquisition and demolition; this funding could be augmented with land acquisition funds; there is \$500,000 in land acquisition money after \$300,000 escrow from Chapman property is gone.

Mr. Milone does not expect Cheshire will receive any more STEAP grant funds.

With regard to the Parks Division having a new/larger lawn mower, Mr. Bowman asked what town crews will do with the resulting extra man hours. He commented on the poor condition of the ball fields compared to prior years, and if those man hours will be used to maintain the trail, parks, ball fields. He asked how this is measured and how it works.

The Council was told by Mr. Noewatne that 2,080 man hours are gone; there is lots of work to be done; and crews are not idle in the summer time. Time studies are being done to determine how long it takes to do a certain job, and this will enable reorienting the crews and the work projects.

Mr. Bowman said the police department site and other sites could be maintained by outside contractors rather than using town crews. It could be less expensive, and could work out.

Chairman Oris does not support adding new equipment unless it can be shown there will be incremental savings...he has not heard this. We can get this new mower, but he questions how someone will be held accountable to show there are savings in the operating budget. Mr. Oris said being down one person in Public Works was done consciously without thinking about purchasing another piece of equipment.

According to Mr. Milone it was in the background that this mower could help make up for the loss of a person. He explained that the first mower looked at was for Bartlem and Cheshire Parks. This was re-evaluated; the larger/new mower is different and can be used at many town sites.

Until it can be proven to him there are efficiencies gained and savings generated, Mr. Oris will not support the purchase.

Mr. Slocum suggested renting this lawn mower equipment for a short time, and then evaluate savings and efficiencies.

The consensus of the Council was to take the new/larger mower out of the capital budget.

CFD \$22,500 appropriation request for a tow vehicle was removed from consideration in this year's capital budget.

Parking Area Linear Park – this appropriation is reduced to \$400,000 in the capital budget.

Mr. Milone stated there would be \$500,000 in the land acquisition account after purchase and demolition of the second house on the Chapman property; this would be after the \$300,000 escrow is paid to the Chapmans, or expended for remediation.

Firefighting Equipment/Protective Clothing - \$140,000 remains in the capital budget.

Tree Removal and Replacement - \$150,000 remains in the capital budget.

Public Works Dump Trucks and Plows - \$400,000

Public Works Vehicles (non dump trucks) and equipment - \$385,000

Mr. Milone stated the truck is \$223,000, without a plow. He recommended going with the \$223,000 and then find the plow money.

Restroom Upgrades at Quinnipiac Park and Lock 12 - \$180,000

CHS Storage Storage Solution Supplement – Out of the capital budget.

BOE has \$260,000 and Council said this 4,000 sq.ft. project can be done for this amount of funding. Mr. Bowman suggested the BOE move its things to the old dump storage building.

Paving of Driveways and Parking Lots - \$125,000 for Doolittle School; remains in the capital budget.

BOE Building Maintenance-Districtwide Projects - \$110,000; remains in the capital budget.

Boiler Replacements, Highland And Chapman - \$150,000; remains in the capital budget.

Community Pool – addition of \$100,000; less the \$40,000 donation from Sea Dogs Swim Team; net town appropriation would be \$60,000.

The Council approved adding \$100,000 to Technology (#1) in the capital budget.

Chairman Oris talked about funding for some of the sidewalk safety issues, as there are problematic areas with Councilors getting calls about them.

Mr. Milone explained that \$100,000 was freed up from C.N.R. He also stated that at any time during the year the Council can appropriate money to the capital budget.

Mr. Talbot reviewed the numbers and stated the following:

Add-ons -

Drop offs – losing \$177,000 (difference in #10 between \$400,000 and \$223,000).

Mr. Milone reviewed the numbers:

Technology +\$100,000 would be paid from C.N.R.;

\$100,000 Pool is paid from C.N.R.;

\$100,000 C.N.R. funds have been taken from #18 (CHS storage);

Another \$65,000 picked up in Vehicle Equipment.

Mr. Milone said one project may have to be moved to bonding.

4. ADJOURNMENT

MOTION by Mr. Ruocco; seconded by Mr. Talbot

MOVED to adjourn the special meeting at 9:44 p.m.

VOTE The motion passed unanimously by those present.

Attest:

Marilyn W. Milton, Clerk