

MINUTES OF THE JOINT MEETING OF THE TOWN COUNCIL AND BUDGET COMMITTEE HELD ON THURSDAY, AUGUST 22, 2013, AT 7:00 P.M. IN ROOM 207, TOWN HALL, 84 SOUTH MAIN STREET, CHESHIRE CT 06410

Present

Tim Slocum, Chairman; David Schrumm, Vice Chairman; Michael Ecke, James Sima, Peter Talbot. Absent: Patti Flynn-Harris, Andrew Falvey, Sylvia Nichols, Thomas Ruocco.

Staff Present: Michael A. Milone, Town Manager; James Jaskot, Finance Director; Gina DeFilio, Deputy Finance Director; Vincent Masciana, Director of Management Services, Dept. 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. FISCAL YEAR 2013-2014 FIVE YEAR CAPITAL EXPENDITURE PLAN AND ANNUAL CAPITAL EXPENDITURE PLAN.

Town Manager Milone distributed a packet of information on the capital expenditure plan (CEP) for review and discussion with the Council.

Attachment #1 – Projects/Proposed Appropriation/Amount to be bonded/CNR.

1. Capital Planning Account – reduced to \$50,000 in year #1; there is \$41,000 in this account balance for planning purposes; the fund is not for specific projects and money can be used for future clarity on projects. The proposed townwide building assessment is not included in this account.

2. Revaluation, \$100,000 – this funding would be for legal expenses on appeals, if needed; the next revaluation funding is in year #4 of the CEP.

3. Technology Reserve Fund, \$651,000 – this is the 3rd year of the technology initiative. Mr. Milone stated this is the number for year #3 as recommended by Apex Technology and the study committee, and it is a referendum item.

4. Vehicle Equipment/Replacement Fund, \$242,000 – this is funding for the PW Department vehicles.

Mr. Sima is hesitant to reduce this number, but has concerns about the request for extended cab pickups since these are work trucks. He reviewed the bid list and the numbers are lower than what was presented to the Council. There can be purchase of three basic trucks which can hold equipment in the larger bed.

5. Removal of underground oil tanks, \$125,000 – this funding is for tanks in the Town Hall parking lot which must be removed before paving starts.
6. Parking Lot Improvements, \$230,000 – this is for improvements to Town Hall, Fire Department, Arts Place (not dog park areas) Public Works Garage.
7. Open Space Land Management was reduced to \$50,000 – management plan strategy should be in place before coming to Planning Committee.
- 8., Land Acquisition, \$1,250,000 – reduced to “0” in year #1 of the CEP; moved out to year #2 at \$1 million. The account has \$750,000 balance, and an appropriation of \$350,000 into this account must be site specific.
9. Firefighting equipment, \$125,000. No change.
10. installation of water mains, \$150,000 – reduced to “0” in year #1, and moved out to year #3 at \$150,000; years 3, 4 5 have “0” funding.
11. Replace Truck #1 Snorkel Aerial Apparatus, \$1.2 million – this item is moved out to year #2 at \$980,000. A refined number is needed for this item for a shorter engine and ladder truck; and it was suggested that a committee/study group review the Fire Department needs and staffing.

PUBLIC

Derf Kleist, Lancaster Way, commented on the additional retail project and new zoning law on the 100 foot warehouse building recently approved by PZC, and the fact that there are other companies who will take advantage of the 100 foot building height. He asked about the need for a new aerial truck.

Mr. Milone submitted a summary of equipment and staffing of other Connecticut municipalities which was compiled by the Fire Chief. He said he shares the Chief's concerns about the extra ladder truck, and agrees a group should be assembled to study the issues quickly, smoothly, and thoroughly.

12. Public Works Vehicles/Equipment, \$150,000 – This is for the replacement loader truck.

PUBLIC

Joe Dellavalle, Farmington Drive, a retired diesel mechanic, commented on the purchase of cab trucks, stating that the Town does not have to buy custom cabs, and should get standard interiors.

Mr. Sima explained that all trucks are purchased off the State bid list, and the Town receives a discount on the truck packages when adding options. When the trucks are sold, at auction, the crews strip things off the trucks, and new trucks are as standard and basic as possible.

13. Blacks Road Bridge over Honeypot Brook, \$850,000. Remains in the CEP.
14. Creamery Road Bridge over Honeypot Brook, \$850,000. Moved to year #2.
15. Road Repavement Program, \$1,750,000 – a question was raised by a member of the public about trenching for natural gas during the road repavement program. Mr. Milone said the resolution would have to be modified to include trenching and construction.

Mr. Talbot stated this work should be done on state roads and the Town should not be doing off shoot roads. This issue could be a discussion item in 2 years.

16. Public Works Dump Trucks, \$350,000 (reduced from \$382,000) – this number has \$200,000 for a tandem truck and \$177,000 for a regular truck.

Mr. Sima went on the DAS web site to review the truck list; the site has a single axle truck that tows 30 tons; and this is request for a tandem truck is more of a wish list. He explained that the PW Department has changed its way of work on full construction projects, and cleans up afterward. He noted that Southbury CT purchased two trucks under \$340,000.

Mr. Schrumm questioned the need for such a large truck when the department leases big equipment.

Mr. Milone commented on the department not wanting to put a strain on the Town trucks, and said Public Works has rented trucks to move equipment. And, it would be nice to have a heavier vehicle for snow removal.

According to Mr. Sima it is cheaper to rent the trucks, and he commended Town Manager Milone and the PW department for doing a good job in getting roads open through many storms.

PUBLIC

Mr. Dellavalle suggested the Town use private owned truckers for hauling.

Mr. Milone reported that the Town does not want to create a hybrid of Town and private employees, and the current road deployment program has used individual trucks and drivers. The Town does use private truckers for hauling dirt.

17. Expansion of Linear Trail, \$1,102,000 – this expansion is for north of Jarvis Street to include parking lot; there are meetings scheduled with residents along the trail to discuss a buffer; and the design and plan have not been approved.

The resolution on this CEP item must read... "West Main Street to just north of Jarvis Street and parking lot construction".

18. Mixville Dredging Project, \$300,000 – there are concerns about the dam and Mr. Milone has deferred this project; people in the neighborhood want the park completed. There are concerns about dredging and there is possible grant money for the project.
19. Pool Building Repairs, \$110,000 – this funding is for the barrel roof over the lifeguard station and mechanical room. The resolution will be specific about the section of the roof to be repaired.
20. New public bathrooms ADA and Code Compliance, CHS Athletic Complex - \$450,000.
21. Concession Stand Improvements, ADA Compliance, CHS Athletic Complex – \$290,000.
22. Grading/Paving Improvements, ADA Compliance, CHS Athletic Complex – \$250,000.

These three BOE items were reviewed and discussed together.

Mr. Masciana addressed the CHS Athletic Complex items with the Council. In year #1, money should be appropriated for design. The question is whether the bathrooms and concession stand will be renovated or new construction, and the grading in this area is a concern. Funding could be for design/build in year #1 for the work to be done next summer; get a professional designer for the project; and the work could be phased in.

At \$200 a square foot cost for a 1,500 square foot building the cost would be \$300,000.

Mr. Schrumm said it makes sense to do the bathroom and concession stand projects together, in the existing location. He recommended \$325,000 in year #1 of the CEP for the design work and construction of the project for items 20, 21 and 22.

There was discussion on the kitchen equipment needed in the concession stand and whether it should be included along with electrical and ventilation for the grill.

Mr. Masciana suggested going to a \$350,000 allocation; get design work first, know what can be done, and get the project moving forward.

20/21/22 - \$350,000 in year #1 of the CEP.

23. District Roof Repairs and Replacements, \$200,000 in year #2, reduced from \$250,000. The wording of the resolution is okay, and it can be generic based on research. The Council was told by Mr. Masciana that the roof replacement work will be 100% reimbursed after damage from the storms.

The issue of the telephone system in the school district was raised by Mr. Masciana, who asked for \$150,000 for this project. He also requested \$300,000 for the science labs, noting that some of this project could be under the energy performance contracting.

Telephone System \$150,000 – Mr. Masciana reported that everything is in place, wiring and data upgrade, to purchase the hand sets for the classrooms and offices. The rest of the phone service would be hosted; an RFP is out now; and Mr. Masciana stated the work can be done for \$150,000. The new system must allow for expansion for up to 150 additional users throughout Town buildings.

24. West Gym Floor Replacement ,CHS, \$300,000 in year #1.

25. District 21st Century Classroom, \$240,000 (reduced from \$336,000).

26. Districtwide Repaving Driveways and Parking Lots, \$300,000 – the resolution must be site specific for this item...and Chapman School, Cheshire High School and Darcey School must be identified in the resolution.

27. Districtwide Flooring Replacement, \$250,000 – the resolution must be specific and include the sites – Highland School, Norton School, Chapman School, Doolittle School, Cheshire High School and Dodd Middle School. After this appropriation there will be another \$200,000 needed to complete the flooring in every classroom in the schools.

28. District Sidewalk, Chimney and Masonry Repairs, \$250,000 – this is not a referendum item and will be funded out of CNR. The high school is completed; Norton, Doolittle and Darcey have chimney work to be done; and Doolittle, Norton and Humiston have sidewalk work to be done.

29. Cafeteria Renovations, CHS and elementary schools – this item was discussed by the Council and Mr. Masciana as to funding, timing of the project work, and allocation of funds.

\$25,000 funding is needed for schematic design and planning to get a cost estimate; \$25,000 in year #1, FY 13-14 for design work; \$600,000 in FY 14-15; \$1.2 million in FY 15-16; and \$800,000 in FY 16-17.

The Council wants the CHS kitchen project done at once during the summer.

30. Utility Tunnel Indoor Air Quality CHS, “0” in FY 13-14 (reduced from \$125,000); and \$25,000 in year #2, FY 14-15. The total allocation is \$340,000, and \$53,000 is encumbered.

31. Various School Building Improvements, \$150,000 – funded out of CNR.

Summary

Items 20 to 31 - \$1,511 reduction; \$450,000 in allocations; this is a \$1 million refinement from the Dept. of Education CEP requests.

DOE Telephone System, \$150,000 – Mr. Masciana informed the Council that this is a security request; a \$250,000 grant request has been submitted for building security, which includes the telephone system.

The Council moved the Town Hall and Dept. of Education telephone system request to year #2 FY 14-15 of the CEP, \$520,000 (reduced from \$670,000).

Science Lab, CHS, \$300,000 – Mr. Masciana reported there is a meeting next week with Ameresco and ECG to review the listing of projects. The science lab project will be tied into the heating system replacement work. Mr. Masciana will get costs for replacement of the old single pane windows in this area of the high school in order to do this work in conjunction with the other projects.

There is \$300,000 for science labs in year #1 of the CEP; and the remainder of the appropriations stay the same in the five year plan, \$200,000 in year #5.

CHESHIRE COMMUNITY POOL PROJECT – Tension Membrane Structure, \$3.2 million in FY 13-14 of the CEP. The Council agreed to include the pool project in the first year of the CEP; it is a referendum item.

Additions to the CEP include: \$150,000 Telephone System; \$300,000 Science Labs; and Community Pool Project, \$3.2 million.

There will be four referendum items on the November ballot:

Technology Initiative, Reserve Fund, \$651,000

Blacks Road Bridge over HoneyPot Brook, \$850,000

Road Repavement Program, \$1,750,000

Community Pool Tension Membrane Structure Project, \$3.2 million.

Mr. Milone reported that the projected surplus is \$900,000.

Mr. Schrumm stated that when the surplus is over \$900,000 the Council usually puts anything over that amount into CNR to provide some flexibility to do projects.

The starting point of the CNR would increase, and Mr. Jaskot said the funds can be shared with a CNR project, or left in the account balance.

Mr. Milone said the money can go to fund balance and be transferred later in the fiscal year. He informed the Council that there be approval of transfers on the August 27th agenda, and a request from the pool committee (CCP) for funding for a consultant.

Bulky Waste RFP – Mr. Milone reported that three bids were received; two vendors did not submit a bid; and the third bid was for \$450,000. This bid is much higher than anticipated, and Mr. Noewatne will speak with the vendor about why the bid is so high. The Council could re-bid the project; the bid can be modified; and it can be bid through the DAS portal.

4. ADJOURNMENT

MOTION by Mr. Schrumm; seconded by Mr. Sima.

MOVED to adjourn the meeting at 9:05 p.m.

VOTE The motion passed unanimously by those present.

Attest:

Marilyn W. Milton, Clerk