MINUTES OF THE CHESHIRE TOWN COUNCIL SPECIAL and BUDGET COMMITTEE MEETING HELD ON WEDNESDAY, AUGUST 18, 2010, IMMEDIATELY FOLLOWING THE PUBLIC HEARING IN ROOM 207-209, TOWN HALL, 84 SOUTH MAIN STREET, CHESHIRE CT 06410

Present
Timothy Slocum, Chairman; David Schrumm, Vice-Chairman; Justin Adinolfi, Anne Giddings, Michael Ecke, Andrew Falvey, James Sima, Timothy White.
Absent: Thomas Ruocco
Staff: Michael A. Milone, Town Manager; Patti Lynn Ryan, Finance Director; James Jaskot, Deputy Finance Director.

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.

TURF FIELD DISCUSSION with ROBERT BEHRER
Chairman Slocum commented on the replacement costs and the facts presented. What is coming from the Council and the public is that the field will have to be replaced, and there must be planning for this future cost. This is a major question – not that the funds must be volunteered or through taxes or bonding.

Mr. Behrer said the committee recast the numbers as they learned more. Certain assumptions had to be made that there is legitimate savings of maintaining the football field that needs to be transferred each year from the BOE into a gift account held by the Town Manager. This fund would be usable down the road. They have looked at other fund raisers such as banner sales, tips for turf (raised $5,000), and many ways to raise money. With $35,000 to $40,000 fund raising efforts, plus $13,000 with banner sales, rental fees of the facility to other organizations using the field, there would be funding into this gift account. The money going into this gift account would be minus the costs of referees, maintenance, clean up etc. In 8 years the account would be short of the $400,000 to remove, recycle and replace the carpet on top of the field. The committee has been told that the warranty is 8 years, and any repair work is paid under this warranty. If the field goes into 10 to 12 years as stated by StanTec, this equals a break even and a surplus. This time frame will raise more money towards replacement of the field carpet.

The engineering costs were questioned by Mr. Sima, and he asked if this is the architectural design.

In response, Mr. Behrer said this is what the numbers are. The committee went out for a quote on the full cost, and when the numbers came back, they just went
for the schematic design which was $9,500. They know where the balances are, and splitting up the project will cost more money. With splitting the two bids the committee knows the $30,000 number is good. The cost is about $60,000 for both the track and turf field.

Money set aside in the Education Foundation for review and development of this type of project does not cover these costs. People have donated money already, and they would forego return of their money so the next step can be taken if the BOE and Council say yes. If the project fails to pass the committee will continue with its efforts. The Council would not have to front the money.

Regarding StanTec, Mr. Sima asked if they have been hired.

They are a design group and Mr. Behrer said they handle turf fields and landscaping projects for public buildings, parks, etc. It is a 35 person outfit, and subdivision of a larger organization. They were hired to do the schematic report; the company gave an estimate; they did soil samples, drainage, test holes, etc. at the $9,500 cost.

Mr. Sima asked about the future options/considerations work and how this would affect the warranty.

The only thing that would affect the turf field would be the sleeves and netting and Mr. Behrer said the sleeves are needed in the concrete, at $5,800. He will figure out a way to get them in when the curbing is done and funding them. The goal posts do not need to be moved, and the number was put in because some facilities like a clean look. The posts do not need to be moved to put in a soccer net.

Mr. Schrumm asked why the $30,000 is not in the cost of the project.

This number was only received last night and Mr. Behrer said the committee told Mr. Masciano to put it into the turf field side.

Mr. Schrumm asked about the long jump and high jump areas as being add-ons.

In response, Mr. Behrer said part of the add-ons were outside the track area, and the numbers came in high. They need to be refurbished at some point. The under-layment of the “D” area is unsound, and there has been movement. It should be cut up and properly put in. This came in at $100,000. This is why it was separated out by the committee. The “D” part was done with the track and is part of the track, and it must be looked at and decided how to handle it.

Ms. Giddings thought these items were optional and she is now hearing they are important and should be put in.
This area is $100,000 and Mr. Behrer said this throws a curve into the $300,000 for the track. There is a difference of opinion on the committee on what needs to be done at the track. At some point this work must be done. The turf field replaces grass that is there now, and the cost per square foot for the track and field is the same. The question is what the athletic director wants at the field. Mr. Trifone wants one half of the high jump and track and other end to be artificial turf for field sports. The right way to do the project is to do the field and track at the same time.

Mr. Sima commented on digging up the track with disruption on the south side, and digging up the field is disruption on the north side. It must be blended back together.

According to Mr. Behrer the area of the track will be disturbed with curbing and pipes.

Mr. Sima said drains exist now at the side of the track, and if they are not disrupted, how does it drain properly. He does not see how it will fit with one contractor for one part of the job and another doing the other part.

The Council was informed by Mr. Behrer that one contractor will do the entire job. The original contractor will put in the internal curbing and flat drains. At some point we would have to back into it from the “D” side and abut it against the curb. There will be curbing against the synthetic field. To put a bridge across will add another $15,000 to the cost.

The track resurfacing was raised by Mr. White who asked about the urgency of this project.

Mr. Behrer has heard of areas which need patching. The track should be done now if the field is done. The track work should not be postponed if the field is being done.

The Council was informed by Mr. Ecke that with the condition of the track, the league meet could not be held in Cheshire, and it was moved to another town. He uses the track 4 times a week, and it is fine for his use. But, for runners and sprinters the track is not good. There are frost heaves on the track, and you can hear hollow underneath. There is a separation from the base, and there are spots where it is solid, and others where the track is heaving. Mr. Ecke said that the track work needs to be done.

Mr. White commented on an ad about Notice Me, encouraging parents to join, at a cost, and eliminate all fund raising activities and benefit your child. He asked if this is coming from the BOE.
Noting that there are some unique fund raising deals out there, Mr. Behrer said he knows nothing about this ad. There are unique fund raising businesses out there. We can spend $15,000 to bridge the track, leave it alone, and do the turf field properly, and then do the track later.

Mr. White questioned the estimate of $35,000 to $40,000 a year in additional revenue as an offset to future track replacement. He asked for the breakdown on this number.

The breakdown was cited by Mr. Behrer. $13,000 set aside by the BOE each year in a gift account; balance comes from increase in ticket sales, more fund raising, service fee per ticket, banner sales, fund raisers such as tips for turf. You have $30,000 piecing together these items for fund raising. The estimate for removal, disposal, replacement of the field carpet is $400,000, and in 8 to 12 years we are basically there.

The rental money for use of the field was discussed by Mr. Ecke, who said the central location of Cheshire High School could be a large number. One soccer group spends $20,000 a year renting turf fields. The CIAC spent $7,000 to use a lacrosse field at Norwalk. This is all revenue which could be saved into the gift account for the turf replacement.

There are associated costs to the field rental, and Mr. Behrer said they include clean up, police, monitoring what is taking place. This comes out first and then the overage goes into the gift account. We must be conservative when we take these costs. The gate receipts are collected by the schools for events at the field.

In last year’s CEP, Mr. Slocum said there was $150,000 appropriated for track and field improvements. This year the number is the same with locker rooms.

None of this money was spent and Mr. Ecke said it is available to offset this year’s costs.

Mr. Schrumm stated that we are looking at $446,000 for future options/considerations, and we have $150,000 appropriated, with $116,000 for the south “D” area.

According to Mr. Behrer, this number is high. We have $150,000, and he questioned the latitude of the Town Council at this point.

Mr. Ecke said that when the track was put in, there was a little money each year set aside until there was enough money to build the track.
More information on the savings concept and the field replacement fund was requested by Mr. Schrumm. It should be sent to the Town Manager’s office to be forwarded to the Council.

Mr. Behrer stated he would get this information to the Council.

The life expectancy of the turf field was raised by Mr. Schrumm, who noted it was originally 8 years, and now is 12 to 15 years based on the better product which is available.

It was started at 8 years because of the warranty, and Mr. Behrer said the committee has been told by coaches and athletic directors and engineering firms which did studies on the turf field that it is 12 years or more. This information is all based on usage of the turf field. The engineering costs are $30,000 each for the track and turf field projects. $9,500 has already been paid. The final number for the project will be less than $800,000. Once the grant is received from the State and people know about the exact numbers, Mr. Behrer said more money will be raised in three months.

Mr. Ecke commented on the need to get the bid out and have real numbers and then fund raising will be easier. He noted that the Fall season is a good time to raise money rather than in the summer time.

Mr. Behrer stated that the support of the Town Council is needed. Then we can move on the grant, tie up the money, and when the committee has all the funds, we can put a shovel in the ground.

Town Manager Milone stated that the BOE will have to go through the Town Council to establish the gift account. The BOE cannot establish a sinking account. The money does not lapse and would go on year after year.

3. CREATION OF A PUBLIC BUILDING COMMISSION ORDINANCE STUDY GROUP

MOTION by Mrs. Giddings; seconded by Mr. Sima.

BE IT RESOLVED, That the Town Council approves Resolution #081810-1

RESOLUTION #081810-1

BE IT RESOLVED, That the Town Council creates a study group to review and make recommendations for amendments to the current Public Building Commission ordinance, and to make a report to the Council as of December 31, 2010.
BE IT FURTHER RESOLVED, that the Town Council appoints the following individuals to this study group:

John Purtill, David Schrumm, Justin Adinolfi, a member of the Public Works Department designated by the Town Manager, and a representative from the Town Attorney’s staff.

Discussion
Mr. White asked that a member of the Energy Commission be involved in the process.

In response, Mr. Milone said that the Energy Commission will be invited to make a presentation at a meeting and address issues.

VOTE       The motion passed unanimously by those present.

4. APPROVAL OF INDEMNIFICATION CLAUSE IN A REGIONAL WATER AUTHORITY AGREEMENT

MOTION by Mr. Sima; seconded by Mrs. Giddings.

BE IT RESOLVED, That the Town Council approves Resolution #081810-2

RESOLUTION #081810-2

BE IT RESOLVED, That the Town Council approves the indemnification clause in the Confidentiality Agreement with the Regional Water Authority that will allow the Cheshire Fire Department to access the electronic files and maps for water mains.

Discussion
Once the Town gets these electronic files, Mr. Sima asked whether the Town would be allowed to keep them for a long enough period of time for the GIS system to go through, so they can be over lapped, and never have to go back to RWA again.

Mr. Milone was unsure of the answer to this question. He said one thing that has to be done is to go back to RWA each year because as the water mains get extended they need to be incorporated into the GIS system. The Town has not received files from RWA in two years. For any continuation of the water mains the Town must go back to RWA and get the new files. This not just hydrants, but pipes and water lines. If the water lines are extended this can be put into the system, but it will not be as accurate as getting the RWA files. There are no plans for water mains at this time.

VOTE       The motion passed unanimously by those present.
5. **ACCEPTANCE AND APPROPRIATION OF $88,662 HOMELAND SECURITY GRANT FOR AN EMERGENCY GENERATOR.**

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

BE IT RESOLVED, That the Town Council approves Resolution #081810-3

RESOLUTION #081810-3

BE IT RESOLVED, that the Town Council accepts and appropriates the State of Connecticut Department of Emergency Management and Homeland Security reimbursement Emergency Operations Center/Shelter Grant in the amount of $88,662 for the purchase of an emergency generator.

Discussion
Mr. Sima asked if this is out to bid.

Mr. Milone said it will probably have to go to bid unless the item comes off the State contract. He will check and advise the Council.

VOTE The motion passed unanimously by those present.

6. **DISCUSSION RE: PROPOSED FISCAL YEAR 2010-2011 FIVE YEAR CAPITAL EXPENDITURE PLAN AND ANNUAL CAPITAL EXPENDITURE PLAN**

Budget Committee Chairman Schrumm informed everyone that the adoption of the Capital Expenditure Plan will take place at the Council meeting of August 31st. On August 24th there will be another meeting, and a tentative meeting is scheduled for August 26th.

The Annual Capital Expenditure Budget, FY 2010-11 was reviewed by the Council, items 1 through 28, with the following items briefly discussed.

#1 - Geographic Information System, $135,000. Focus on the Police Department getting a GIS in conjunction with the CAD.

#2 – Capital Planning Account, $110,000. Mr. Schrumm said he believes everyone is on board with this item.

#3 – Various Town Building Improvements, $200,000. Mr. Schrumm asked Councilors to look through the budget book, advise what they like and don’t like, and forward suggestions and opinions to the Town Manager via e-mail.

#4 – Underground Fuel Tank Removal, $110,000. This must be done.
#5 - Roof Repairs at Police Department, $165,000. This project must be done.

#6 – Senior Elevator Replacement, $110,000. Mr. Milone stated there is potential for this elevator to just stop, and the work must be done.

#7 – Emergency Backup Generator & Wiring for Buildings, $177,000. Fire Chief Casner and Deputy PW Director Noewatne will discuss this further with the Council. There are limitations to the existing generator at the high school, and a major use of the new generator will provide more power at the high school. Other buildings (Town Hall, Senior Center) have limitations with power, and need wiring for more power availability.

#8 – Land Acquisition, $1,000,000. The question is whether to appropriate less than this amount of funding, and this item needs further discussion. The appropriation could be $300,000 this year and next year, but the 2nd $300,000 would be subject to referendum. Mr. Ecke pointed out that right now land is cheap, and developers are not buying land now.

#9 - West Main Street Streetscape Improvements, $350,000. This is conditional upon getting the grant.

#10 – Firefighting Breathing Apparatus Upgrade, $425,000. This item will be discussed further with Chief Casner.

#11 – Installation of Water Mains, $300,000. This is for a section of Moss Farms Road to Alpine Road, and will be a subject of further discussion.

#12 – Police Vehicle Replacement, $80,000. There will be an aggregate list of all Town departments’ rolling stock, and there will be discussion on development of a vehicle equipment replacement account.

#13 – Sidewalk Program, $200,000. This funding must be determined.

#14 – Public Works Vehicles, $385,000. This will be part of the aggregate list of Town vehicles, by department.

#15 – Blacks Road Bridge at Honeypot Brook, $60,000. Project to be done.

#16 – Road Repavement Program, $1.3 million. There must be a decision on the right appropriation for this work.

#17 – West Johnson Pump Station Rehabilitation, $180,000. The Cook Hill Pump Station Rehabilitation, $120,000 will be moved into year #1 of the CEP for the design work.
#18 – Reconfiguration of Library for RFID Conversion. This is two projects, one is for furniture and one is reconfiguration. The Council members were asked to visit the Library, speak with Ms. Harten, and see what is entailed with these projects. The numbers could change.

#19 – Park Improvements, $143,000.

#20 – Parks Vehicle and Equipment Replacement, $40,000. This will be rolled into one C.N.R. request.

#21, #22, #23, #24 – these items should be carefully reviewed by Councilors for discussion at the next meetings.

#25 – Dodd Middle School Cafeteria Renovations - $150,000. The project is at $350,000 now. Last year’s appropriation was $200,000 and it was supplemented with non-bond funds. Mr. Milone does not think this project has to go to referendum because it did not exceed $350,000. There was also some funding from the BOE C.N.R. fund.

#26 – CHS Track, Locker Room Improvements and Civil Rights Compliance, $136,000. This funding would be added to the $150,000 from last year to get close to what must be done for the track. The question is taking out the locker room improvements and civil rights compliance work, and talk about just the track. Mr. Schrumm said the question is how much is put in to get to the track project number, and whether the project has to go to referendum. If the Council appropriates what the BOE has requested, the project will have to go to referendum. There is another $190,000 needed to do the track only; and the “D” area work would be part of the overall project, and go to referendum.

Mrs. Giddings stated that this item #26 should read “CHS Track”, and not include the other two projects.

Mr. Milone said questions on whether projects are separate or together must go to bond counsel for a decision.

Mr. Ecke suggested doing the field and “D” area and do the track next year.

According to Mr. Schrumm both projects should be done together.

Without the track being done, Mr. Ecke said the donors could want their money returned. With “D in with the track, the project becomes a referendum item.

Ms. Ryan informed the Council that there will be a meeting with bond counsel on Friday, August 20th, and projects and referendum questions will be addressed.
Mr. Milone stated that the issue is how the Council identifies a project, and it is the decision of the bond counsel on the referendum question.

7. ADJOURNMENT

MOTION by Mr. Sima; seconded by Mrs. Giddings

MOVED that the meeting adjourn at 9:45 p.m.

VOTE The motion passed unanimously by those present.

Attest:

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Marilyn W. Milton, Clerk