

MINUTES OF THE CHESHIRE TOWN COUNCIL SPECIAL MEETING AND BUDGET COMMITTEE MEETING HELD ON WEDNESDAY, JULY 16, 2014, AT 7:00 P.M. IN ROOM 207, TOWN HALL, 84 SOUTH MAIN STREET, CHESHIRE CT 06410

Present

Timothy Slocum, Chairman; David Schrumm, Vice Chairman; Patti Flynn-Harris, Sylvia Nichols, Robert Oris, Thomas Ruocco, Peter Talbot. Absent: Liz Linehan, James Sima. Staff: Michael A. Milone, Town Manager; James Jaskot, Finance Director; Gina DeFilio, Deputy Finance Director; George Noewatne, Public Works Director; Walter Gancarz, Town Engineer; Richard Kaczer, Fleet Manager.

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. DISCUSSIONS RE: FISCAL YEAR 2014-2015 FIVE-YEAR CAPITAL EXPENDITURE PLAN AND ANNUAL CAPITAL EXPENDITURE BUDGET

Mr. Milone informed the Council that the Town Attorney (Murtha & Cullina) is developing a GIS policy for users, with a signed disclaimer. Regarding data from the water and gas companies, this information cannot be received due to homeland security issues.

Mr. Milone reported that the average legal expenses per case for revaluation appeals was \$20,000 to \$25,000. The last revaluation (5 years ago) had legal expenses of about \$160,000, 17 cases about \$10,000 per case. The most recent revaluation has 7 cases, with more expected after people get their tax bill with a tax increase and lower assessment. On the low side the cost would be \$5,000 to \$10,000 per claim. The highest give back is about \$52,000 in annual taxes, with the average give back of \$2,000 to \$50,000. Mr. Milone stated that the Town does not go to court without approval of the Council, and if a case is settled the recommendation goes to the Council.

PUBLIC WORKS DEPARTMENT - Page 57 - DIRECTOR GEORGE NOEWATNE, TOWN ENGINEER WALTER GANCARZ, RICHARD KACSER, FLEET MANAGER
Mr. Milone reviewed the PW Department Five year CEP.

Sidewalk Program - \$200,000 in FY 2014-15, 2016-17 and 2018-19.

Vehicle/Equipment Replacement – consistent in the first 3 years, years 4 and 5 have +\$200,000.

Creamery Road Bridge - \$265,000 grant expected for this project.

Road Repavement Program - \$1.75 million in first 3 years; \$2 million in years 4 and 5.

Dump Trucks - \$181,000 was approved in the CEP FY 13-14 for one truck; over 4 years the total is +\$200,000.

East Johnson Avenue Bridge - \$3 million moved to FY 15-16; 80% grant expected for this project.

South Brooksvale Bridge - \$100,000 in FY 17-18; \$700,000 in FY 18-19.

Mt. Sanford Road & S. Brooksvale Road realignment - \$700,000 in FY 2015-16.

Maple Ave. Drainage Installation - \$275,000, FY 2017-18.

The PW Department CEP is +\$2 million more than last year.

PW Director Noewatne commented on the PW Department capital projects having the highest impact on the Town, and he reviewed each project in the CEP with the Council.

Sidewalks – there is no plan for expansion of sidewalks; there is a plan for connection of sidewalks throughout Town; West Main Street/Maple Avenue sidewalks will be done with a grant payment; Cheshire has 106 miles of sidewalks; some sidewalks are +50 years old; one mile of sidewalk replacement has a cost of \$110,000. The \$850,000 West Main Street sidewalk project is a stand alone project. PW Department is requesting \$200,000 per year in the CEP for the sidewalk project.

Mr. Noewatne stated the Town will do a sidewalk survey, similar to the road repavement survey/index, and it will provide more detailed information and layout for department and Council review.

According to Mr. Gancarz the PW Department must come up with criteria on the condition of the sidewalks which will then focus on where the money will be spent for replacement.

Regarding how sidewalk repair and replacement is determined and money spent, Mr. Noewatne stated the survey will have more appropriate numbers. Town crews do smaller sidewalk sections, and for larger sections the Town hires a contractor and receives input from the public safety officials.

Vehicles & Equipment – Mr. Noewatne reviewed the needs of the department relative to equipment, and the department going to more maintenance oriented scope of work, getting rid of equipment not used, and supplementing with useful equipment.

Page 60 details all the Public Works vehicles; equipment to be traded, and new equipment; 2 dozers were removed and not replaced/will be rented as needed; and a hydraulic sander will be replaced. The sweeper was also removed from the replacement list.

Sweeper – Mr. Gancarz reviewed the analysis for buying versus leasing of a Street Sweeper. With a purchase of a sweeper, \$186,000, the pay back is 5 years, savings of \$16,000 per year. The Town will have a new sweeper available when needed. Leasing a sweeper has a cost of \$3,000 per month, plus cost of maintenance, parts replacement, etc. Resale value of the sweeper is \$20,000. The benefits of owning a sweeper were cited by Mr. Gancarz, and they include flexibility in schedule, ability to address immediate needs, better equipment than available as a rental.

Rich Kaczer, Fleet Manager, spoke about the lack of availability of a reliable sweeper, the high costs of renting, the company (C.N. Wood) taking away the rented sweeper and switching with another one, and the Town's responsibility for maintenance and parts replacement. Mr. Kaczer distributed an information packet on the sweeper and other equipment.

The Council was told by Mr. Milone that he originally did not approve the sweeper in the CEP, but realized the purchase versus leasing is better for the Town needs.

Mr. Noewatne advised that the sweeper is used for many jobs within the department responsibility, will be used throughout the year, provide better level and quality of service, and have \$15,000 annual savings with ownership.

Stating this is a no-brainer, Mr. Oris agreed that the Town should purchase a sweeper.

Mr. Schrumm said the sweeper is not necessary but nice to have.

Mr. Kaczer commented on the newer equipment having computer controlled technology, removing the control from the driver, and their being more reliable. For purchase of new equipment, i.e. a sweeper, the process starts in January, and equipment arrives months later. C.N. Wood is the State contractor in Connecticut, and the only other company is in New York State.

The PW Department vehicles list (excluding dump trucks) was reviewed further. A 1993 Wood Chipper is requested for replacement; a 2014 Skidsteer (super Bobcat) is requested; 1999 Sander replacement with 2015 Hydraulic Sander; Dozers will be rented as needed.

All older equipment/vehicles are auctioned and Mr. Milone advised the money goes into the General Fund. He will be coming back to the Council for approval for a fund using this money to supplement the costs of replacement vehicles.

Page 60 – Mr. Noewatne pointed out the department is requesting a one ton asphalt roller at a cost of \$16,000.

Creamery Road Bridge - \$850,000, FY 2014-15. Mr. Gancarz said the State DOT will fund 31.24% of the project cost. The work will be done next year, and the project is

already designed. Once the cited bridge projects are done, this program will be completed without future expenditures.

Road Repavement - \$1.75 million in each of the first 3 years of the CEP, and \$2 million in the last 2 years.

The road repavement project does 7 to 9 miles of road each year, excluding chip sealing. In the updated Road Management System, the Town went from a 76 to an 81 rating, which is exceptional.

Mr. Noewatne reported on the road inspection program now in place. The Town hires an independent testing lab to test the density of asphalt on roads being done, and the results have been very good. Some rural roads still need chip sealing, and the Town is getting ahead of this with crack sealing, a new treatment on 20 to 30 miles of road.

Ms. Nichols commented on being impressed with the road work done on Barytes Road, the courtesy to road residents and accessibility provided during the project.

A question was raised by Mr. Oris about private developers being accountable for roads meeting Town standards, if there are problems, and the risks to the Town.

There is a new system in place, and Mr. Gancarz said that when the Town takes over these roads, the system has inspection and testing of the roads during their installation. This prevents future problems for Town owned roads.

Mt. Sanford Road Project - \$700,000 FY 2014-15. LoCIP money will be available for this project; natural dam and stone can be incorporated into this design, keeping the historical nature of the area.

Older Dump Truck - Mr. Kaczer reported to the Council on the condition of the old dump truck (parked in the Town Hall lot for Council to look at). The dump truck is rotted out, difficult to repair, has major mechanical problems with the engine, and repair estimates are more than \$25,000.

Mr. Noewatne informed the Council on the PW updated street excavation program which has inspection from the Engineering Department. An engineer looks at how the project is being done and the developer is held responsible, with enforcement of the program requirements.

The Council was told by Mr. Gancarz that Yankee Gas will be back in town to repair their patches on the roads. A detailed report on the work and schedule will be given to the Town. It was noted by Mr. Gancarz that the utility companies are the worst offenders.

Concrete curbing – Mr. Noewatne advised that subdivision roads have concrete curbing, and over the years the curbing is deteriorating, i.e. South Pond development.

The PW department is working on solutions, but they are very costly, \$40 linear foot, and one mile of road would cost \$200,000. There will a different treatment tried on the curbs and Mr. Noewatne will keep Council informed of this situation.

Dump Trucks page 64 – the spreadsheet shows proposed replacement of a dump truck at \$395,000 in year #1 of the CEP, to replace the 2001 dump truck; a 2015 Hook Lift Truck is also in year #1 of the CEP. With W.S. Development in the north end, the plan is to develop a plow route and keep a truck in the north end of Town to make roads more accessible.

Hook Lift Truck – Mr. Kaczer explained this is a more efficient and reliable truck with a snow plow, flat bed and sander; \$168,000 is the all inclusive cost of the truck; this truck can be used on construction sites, building remodeling, can plow snow etc. The PW Department has a 1989 truck on the road for catch basins, and Mr. Kaczer reported the mechanics will try to build, in-house, a new body for this truck.

East Johnson Avenue Bridge - \$3 million in FY 15-16; the entire bridge will be replaced with 80% funding.

Maple Avenue Drainage – this road has no underground drainage; road drainage must be brought up to Town standards; \$275,000 in FY 17-18.

Harrison Road/So. Brooksvale Intersection Realignment - \$200,000 in FY 18-19.

Mountain Road Pavement - \$355,000, FY 14-15. There is 100% funding for this project; COG rated this project and sent it to DOT.

Page 72 - Ash Tree Removal and Replanting/\$150,000, FY 2014-15. There is a borer infestation of Ash Trees, and the Town will fund removal of the dead trees as a safety precaution, and invest in planting other new trees on Town owned property.

Vehicle Replacement Program, pages 32 and 33 – a 2004 pickup truck will be replaced with a Mason Dump Truck, \$44,886 in FY 2014-15.

Mr. Kaczer informed the Council on the ordering of trucks, with all municipalities getting funding at the same time and ordering trucks at the same time. There is only one body company on the State bid, causing delays for truck delivery. The Town does not pay for the truck nor does the warranty start until the truck is delivered.

WPCA – Page 74.

The West Johnson Avenue and Cook Him Pump Stations are the last to be upgraded.
West Johnson - \$3 million in FY 15-16; this station is the largest in Town.
Cook Hill - \$500,000, FY 14-15.

The State has a program, under the Clean Water Fund, to help fund rehabilitation of pump stations; 20% grant, 80% loan; the project must go to referendum before the

Town can submit the application to the State; there is \$30 million in this fund and Cheshire has a good change of getting the funding.

Inflow & Infiltration Remediation, page 74, \$300,000 FY 16-17 and \$300,000 FY 17-18. In April 2013 and 2014 there were 10 flow meters across the Town. During the revaluation data 1024 responses of residences with sump pumps; GIS system identifies where the sump pumps are located; sump pumps outside the sewered areas were eliminated; and the Town is looking at sump pumps connected to the sewers and will determine how to disconnect them.

Mr. Gancarz presented a recommendation for disconnection of the sump pumps connected to the sewer system upon transfer of the property. Over time this would eliminate the pumps connected to the sewer system.

Treatment Plant Upgrade – this project is going well, and three new buildings are in place.

Public Property, Page 36, \$250,000, FY 14-15. This expenditure maintains the 32 buildings, 200,000+ sq. ft. of Town property. There is \$50,000 in FY 14-15 for open space land management.

Town Hall Windows - \$110,000 in FY 17-18; there will be a window replacement cycle in place for this work.

Town Hall/Library/Fire HQ Roof Replacement, \$150,000, FY 15-16. These roofs are well beyond the warranty period.

PW Garage Wash Bay, \$500,000, FY 18-19.

Building Assessment Plan, \$200,000, FY 15-16. Mr. Noewatne commented on the need for an assessment for the envelope of buildings. He said this would program out when roofs, HVAC, electrical and other projects need to be done or enhancements need to be made to the buildings. This program would be similar to the road rating system.

Emergency Generator – there was an appropriation in 2011 to purchase an emergency, Civil Defense 350KW generator, to be hooked up to 5 Town buildings (Town Hall, Police Dept. Fire HQ, Senior Center and Pool). Four connections have been done, and the Senior Center is no longer an emergency center. Mr. Noewatne informed the Council that the Town wants to hook up the generator to the Youth Center which has two different electrical services and needs a transformer. The Youth Center is now the primary emergency center for the Town and needs this generator. The community pool had electric code issues and the funding has been used for this work.

Mr. Milone stated that there may have to be a supplemental appropriation to complete the electrical work at the Youth Center, possibly \$160,000 total cost for the Youth

Center and Firehouse #2 which has an old generator and needs a new one. Mr. Milone will prepare a memo to the Town Council on the generator project.

Mixville Dam, page 89, \$250,000 FY 14-15. Mr. Gancarz stated there is a certified notice from the State on deficiencies. An inspection has been done; there is a design for improvements and a permit application at the State; and the permit is expected in the near future. The cost could be less than stated with in-house crews doing the job.

THE MEETING OF JULY 22nd WILL BE HELD AT FIRE HEADQUARTERS.

Chairman Slocum informed the Council that the contract for the pool project may be ready for approval at the July 22nd meeting, without commitment of the full project cost. The appropriation would be for \$80,000 for the design. The Council will have a three day lead time to review the contract before voting on it.

4. ADJOURNMENT

MOTION by Mr. Schrumm; seconded by Ms. Flynn-Harris.

MOVED to adjourn the special meeting at 9:40 p.m.

VOTE The motion passed unanimously by those present.

Attest:

Marilyn W. Milton, Clerk