

CAPITAL BUDGET PUBLIC HEARING MINUTES

TOLLAND TOWN COUNCIL
HICKS MEMORIAL MUNICIPAL CENTER
6TH FLOOR COUNCIL CHAMBERS

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Sheila M Bailey

FEBRUARY 13, 2020 – 7:00 P.M.

MEMBERS PRESENT: Tammy Nuccio, Chair; Steven Jones, Vice Chair; Robert Abbate (arrived at 7:39 p.m.), Brenda Falusi, Lou Luba, John Reagan, Kurt Schenher

MEMBERS ABSENT: none

OTHERS PRESENT: Michael Rosen, Town Manager; Lisa Hancock, Director, Finance & Records; Michael Wilkinson, Director of Administrative Services; Heidi Samokar, Director of Planning and Development; Scott Lappen, Director, Public Works; James Paquin, Building Official; Dr. Walter Willett, Superintendent; Chief John Littell, Fire Chief/Director of Public Safety; Robert DaBica, Fire Marshall

1. **Call to Order:** Ms. Nuccio called the meeting to order at 7:00 p.m.

Pledge of Allegiance: recited

Moment of Silence: observed

2. **Public Hearing Item**

2.1 Consideration of the Proposed 5-Year Capital Improvement Plan

Mr. Rosen gave his presentation with the use of PowerPoint entitled *FY 2020-2021 through 2024 – 2025 Town Manager's Five Year Capital Plan, February 13, 2020.*

The first part explains what the capital budget is, what capital items are and what it includes: streets, parks, buildings, school facilities, large equipment, and technology. The plan is for five years. The town's five year capital improvement program is developed to ensure adequate capital investment in the town's assets and to provide an orderly method for funding these assets. The definition of capital projects is: any project, to be included in the Town's Capital Improvement Program, should fall into one of the following three program categories: 1) any new or expanded physical facility, including preliminary design and related professional services; 2) land or property acquisition; 3) items of a non-recurring nature where the benefits are realized over a long period of time. A project should also exhibit the following characteristics to be included in the Capital Improvement Program: 1) life expectancy; and 2) cost.

Mr. Rosen reviewed the Capital Budget planning process and calendar; and the types of funding methods.

The FY 20-21 Significant Capital Projects include:

Town Administration: Town of Vernon Water Pollution Control Plant Upgrade, Replacement of Fire Marshal Vehicle, Permit Software, Depreciation for the Replacement of Light Duty Vehicles

Board of Education: TIS Sidewalk Connection, THS VCT Tile Replacements

Public Facilities: Replacement of Underground Storage Tanks

Capital Equipment: Replacement of Public Works Highway Truck

Public Safety: Personal Protective Equipment, Replacement of Self Contained Breathing Apparatus

Public Works: Replacement of Truck #35, Firehouse Improvement Design Development, Capital Equipment Replacements/Refurbishment
Streets and Roads: Drainage construction and design, Tree Trimming, Pavement Management, Road Improvements, Cross Farms Rear Parking Lot Expansion

Capital Projects funded by other sources include:

Town Administration: Fire Marshal Vehicle

Utility Reserve Fund: Board of Education (THS Boiler Water Filtration System); Public Facilities (Air Conditioning Unit Replacement for Fire Training Center)

District Wide BOE Parking Lot Re-pavement: Non-referendum debt

Capital Equipment: Replacement of Public Works Highway Truck

Public Safety (Ambulance Reserve): Personal Protective Equipment, Replacement of Self Contained Breathing Apparatus

Public Works (non-referendum debt): Replacement of Truck #35, Firehouse Improvement Design Development, Capital Equipment Replacements/Refurbishment

Streets & Roads: Drainage construction and design, tree trimming, pavement management, road improvements, Cross Farms rear parking lot expansion

Year 2:

Town Administration: Contribution to Town of Vernon Water Pollution Control Plant Facility Plan as defined by Inter-Municipal agreement with Vernon

Board of Education: THS replacement of VCT tiles, THS Security Panel/Burglar system, TMS Library and Main office carpet, TIS Window glass replacements, TIS Hobart High Temp Conveyor Dishwasher & Sink System

Capital Equipment: Replacement of front end loader, dump truck, service truck and an Embark mower, Replacement of a Parks Cargo Maintenance Van

Fire and Ambulance: Replacement of Ambulance 640

Public Facilities: Various projects including replacement of Jail Museum Roof, Public Facilities yearly improvements and funding for the ADA Pathways Cross Farms Park Design fees; Firehouse improvement designs to Station 140, Station 340, and Station 440

Tree Trimming: Elimination of hazardous trees due to damage done by insect infestation

Pavement Management: Various road improvements and paving, Drainage construction and design

Year 3

Town Administration: Contribution to Town of Vernon Water Pollution Control Plant Facility Plan as defined by Inter-Municipal agreement with Vernon

Board of Education: District Wide Wireless Access Points

Capital Equipment: Replacement of various capital equipment, two highway truck replacements

Public Safety: Replace Ambulance 540, Refurbish Engine Truck 240

Public Facilities: Pole sheds for Highway Garage

Tree Trimming: Elimination of hazardous trees due to damage done by insect infestation

Pavement Management: Various road improvements and drainage construction

Year 4

Town Administration: Contribution to Town of Vernon Water Pollution Control Plant Upgrade Facility Plan

Board of Education: TIS Modular Roof Replacement

Public Safety: Refurbish Tank 140, Replacement of Engine Tank 340

Capital Equipment: Various Public Works capital equipment replacements

Tree Trimming: Elimination of hazardous trees due to damage done by insect infestation

Pavement Management: Address road maintenance, parking lot and neighborhood roads

Year 5

Town Administration: Contribution to Town of Vernon Water Pollution Control Plant Upgrade Facility Plan

Capital Equipment: Replacement of Vac Con

Fire & Ambulance: Replacement of Engine Tank 440, Refurbish Tank 440

Tree Trimming: Elimination of hazardous trees due to damage done by insect infestation

Streets & Roads: Address road maintenance, parking lot and neighborhood roads

Ms. Hancock reviewed the Tolland Debt Management Plan Schedule 2020-21 through 2024-2025.

The last slide contained the budget schedule with important upcoming dates.

Mr. Rosen thanked the staff and department heads for being in attendance this evening.

The Council members asked questions on the presented information and received clarification from Town staff on those items.

Mr. Jones motioned to open the public hearing.

Ms. Falusi seconded the motion. All were in favor. Motion carried.

No public comment.

Mr. Jones motioned to close the public hearing.

Ms. Falusi seconded the motion. All were in favor. Motion carried.

3. Adjournment

Mr. Jones motioned to adjourn the meeting at 9:15 p.m.

Mr. Schenher seconded the motion. All were in favor. Motion carried.

Tammy Nuccio, Council Chair

Lisa A. Pascuzzi
Clerk