

SPECIAL MEETING MINUTES

TOLLAND TOWN COUNCIL

HICKS MEMORIAL MUNICIPAL CENTER 6TH FLOOR COUNCIL CHAMBERS

FEBRUARY 19, 2015 – 7:30 P.M.

MEMBERS PRESENT: Jack Scavone, Chairman; George Baker, Vice-Chair; William Eccles; Richard Field; Paul Krasusky; Jan Rubino and Ben Stanford

MEMBERS ABSENT: None.

OTHERS PRESENT: Steven Werbner, Town Manager; Michael Wilkinson, Director of Administrative Services; John Littell, Fire Chief/Director of Public Safety; Doug Racicot, Asst. Director of Public Safety/Asst. Fire Chief

1. Call to Order: Jack Scavone called the meeting to order at 7:30 p.m.

2. Public Hearing Item

2.1 Consideration of the Proposed 5-Year Capital Improvement Plan

Mr. Werbner gave a presentation to the Council using a PowerPoint entitled Town of Tolland, FY 2015 – 2016 through 2019 – 2020, Town Manager's Five year Capital Plan, dated February 19, 2015. A lot of the information has been gone over previously, so his plan was to summarize and go over the projects section. 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 budget planning process is very involved, starting in October and ends when the Council adopts their budget.

Since he presented his capital budget back in December, he has made some revisions for years 1 and 2. Some of those revisions include: the redesigning of a parent drop-off area at TIS; the addition of the construction of a softball field at Cross Farms; addition of fire gear; removal of storage facility; increased building renovations at the current BOE central office (if it returns to the town; the BOE has not decided whether they are going to move or not); removal of TIS window replacement; the tree trimming program decreased; street paving decreased; elevator shaft decreased and the addition of a sidewalk at Cross Farms.

The other change is with the ambulance in this current fiscal year's capital budget. The department is trying to reuse some of their equipment, which is cutting down the costs. They have suggestions as to how they could use some of their savings to buy additional equipment.

Mr. Racicot spoke about the fire department's plan. They have opted to not replace Ambulance 640. They purchased a new cabin chassis and they are going to take the box on the back of the ambulance, and put it onto a new one. This cab and chassis originally cost approximately \$35,000 when the ambulance was first purchased. The dealer will only give us \$500 to a \$1,000 trade in allowance. They would like to repurpose this vehicle with a non-ambulance style body on the back of it. The vehicle would become a multi-purpose vehicle, and could carry the dive rescue equipment and serve as a rehab vehicle for the department at long duration or high exertion

incidents. As it is now, they commit an ambulance to those purposes, and it is not set-up for rehabbing firefighters. The department will reinvest as much surplus equipment (lights and radios) as possible to keep the cost of the vehicle reasonable. They have included a request for funding for paint, graphics, cabinets, brackets, HVAC unit and a generator. In terms of outfitting the truck with equipment, it should not cost that much money.

The department has also redesigned an existing service utility truck. They would like to purchase a flatbed utility stake body for the back of the vehicle. This would allow one vehicle in the fleet to be open for transporting a variety of equipment. It will not be a front line piece, but it will still be an active piece for them. It would be sent out for paint, new LED emergency lighting and frame work.

They believe that by remounting the ambulance, they will have enough cost savings at the end to be able to account for these other projects. They are trying to reuse the existing fleet that they already have.

Mr. Werbner continued with his presentation. The capital plan includes a splash pad at Cross Farms. It will be near the play scape and the pavilion.

Significant capital projects funded by the general fund for the first year are \$183, 814. It is a fraction of what the amount should be, if there were available dollars.

Some of the capital projects are:

Year 1:

Pollution abatement final funding for work previously performed at highway garage pursuant to a State Consent Order; replacement of Station 140 roof; renovation of Board of Education building; extension of existing sidewalk at Birch Grove; replace master fire alarm control panel at TIS; year two of security plan; technology improvements; new FSSO dump truck for cemeteries and town facilities; and replacement of 1999 GMC truck #63; Public Works garage renovations; drainage construction & design; road maintenance and Tolland Intermediate School parent drop-off. Plans were included showing the expansion area for the recreation and community parking.

Year 2:

Town wide VOIP system ; school technology plan; replacement of 2002 CAT; lift for highway garage; new Public Works garage and build out of interior; replacement of old Hicks elevator shaft; tree trimming; and road maintenance, parking lot and neighborhood roads according to automated pavement management system recommendations.

Year 3

Mr. Werbner said this is when they move to larger items suggested from the BOE. He spoke with Sam Adlerstein and Dr. Willett, and there is a real need to get to this point.

Birch Grove School: replacement of doors and frames; Tolland Intermediate School: remove and replace asbestos tiles; roof replacement; ceiling tile replacement; Tolland Middle School: renovations of 6 Science labs; ceiling tile replacement; Tolland High School: all-weather track resurfacing.

Mr. Werbner has recommended that there be consideration of a bond issue in Year three of the Capital Plan to address possible technology, security and facility needs at the Board of Education. Estimates provided were in the range of \$4.3 million. Also, if they are going to do a facility bond issue, the last remaining area of concern on the town side is with the fire facilities. Some of the outlying stations need to be enlarged, with interior renovations.

Year 4:

Parking lot paving; replace boiler in Board of Education administrative building; replacement of 2005 Truck #33; replacement of 2003 sweeper with used sweeper; replacement of 2006 Service 240 vehicle; additions and upgrade to Fire Stations 140, 340 & 440 and possible demolition of Parker School.

Year 5:

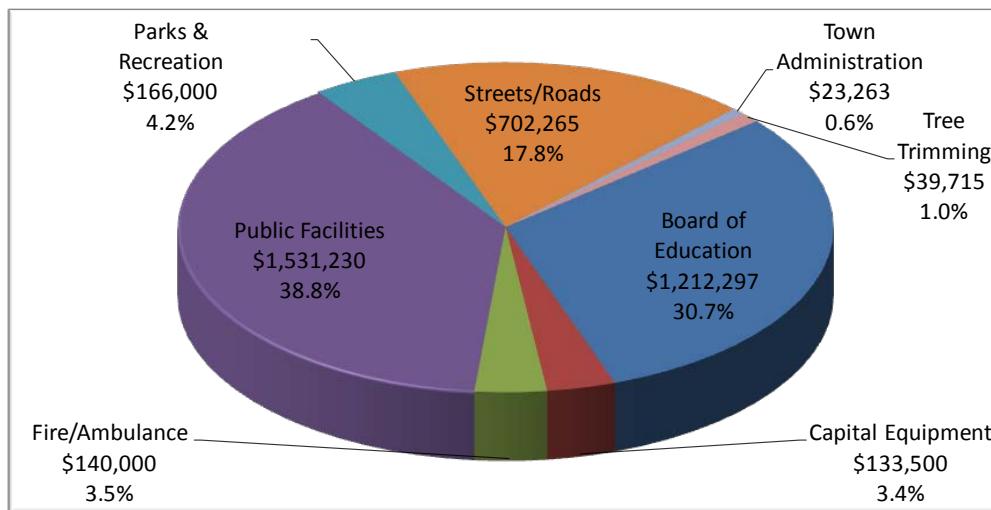
Replacement of Truck #6; replacement of skid steer; Ambulance 640 replacement; boiler for jail and trooper office; and \$1,000,000 to address road maintenance, parking lot and neighbor-hood roads according to automated pavement management system recommendations.

The past 5 year General Fund Capital Contributions shows that a very small percentage of the town's operating budget gets put into capital, and it's been decreasing over the years.

- FY11 - \$266,700 or .54% of Townwide Operating Budget
- FY12 - \$247,310 or .49% of Townwide Operating Budget
- FY13 - \$171,877 or .33% of Townwide Operating Budget
- FY14 - \$141,991 or .27% of Townwide Operating Budget
- FY15 - \$86,456 or .16% of Townwide Operating Budget

This pie shows how the dollars are allocated for capital:

FY15-16 CAPITAL PLAN BY PROGRAM AREA



A chart showing the investment that the town has in roads was displayed. This Council and the town have been extremely supportive of the road project. The work done over the last several years has made a significant difference in the community.

Mr. Werbner closed by mentioning upcoming dates concerning the budget schedule. The next event is the joint meeting between the Town Council and the BOE on March 3, 2015 @ 7:00 p.m. in Council chambers. May 5, 2015 is the Annual Budget Referendum.

Ben Stanford moved to open the public hearing for the purpose of public input on the Capital Improvement Plan; Seconded by George Baker. All in favor. None opposed.

There was no public comment or questions.

Ben Stanford moved to close the public hearing; Seconded by George Baker. All in favor.
None opposed.

- 3. Adjournment:** Ben Stanford moved to adjourn the meeting; Seconded by Paul Krasusky at 7:50 p.m. All were in favor.

Jack Scavone, Council Chair

Michelle A. Finnegan
Town Council Clerk