

**GLASTONBURY TOWN COUNCIL
SPECIAL MEETING MINUTES
THURSDAY, JANUARY 17, 2019**

The Glastonbury Town Council with Town Manager, Richard J. Johnson, in attendance, held a Special Meeting at 6:00 p.m. at the Activity Room A and B, Riverfront Community Center, 300 Welles Street, Glastonbury, Connecticut. Also in attendance were Members of the Boards of Education and Finance as well as department heads of town and education staff.

1. Roll Call

Council Members

Mr. Thomas P. Gullotta, Chairman *{excused}*
Mr. Lawrence Niland, Vice Chairman
Dr. Stewart Beckett III
Ms. Deborah A. Carroll
Mr. Kurt P. Cavanaugh
Ms. Mary LaChance
Mr. Jacob McChesney
Mr. George P. Norman
Mr. Whit C. Osgood

(a) **Pledge of Allegiance.** *Led by Education Chairman Susan Karp*

2. **Public Communication and Petitions pertaining to the Call.** *None*

3. **Special Business as contained in the Call.**

(a) **Annual Capital Improvement Program budget presentation and discussion.**

Mr. Johnson reviewed slides with an overview of the annual capital improvement program emphasizing that maintaining infrastructure and ongoing projects represent 99% of the budget with new programs representing 1%. He reviewed the road overlay budget. Mr. Norman asked if there was a concern they wouldn't get the state aid and if they would be able to make use of the aid. Mr. Johnson felt it was unlikely they wouldn't get the state aid and that they could make use of the aid. Mr. Cavanaugh asked about road miles done this year and if they are able to market the millings. Mr. Dan Pennington, Director Public Works, said they did 18.9 miles last year and that there really isn't a cash market for the millings but they are able to get free rental equipment which is a budget savings.

Mr. Johnson continued talking about reducing town liability with allocations for drainage repair that are impacting private property and sidewalk repair to avoid slip and fall accidents. Mr. Cavanaugh asked if the drainage repair would require going to environmental groups and Mr. Johnson said that it is specific to the site and that some might but not all. Mr. Pennington said that if subject to review, it would be local permitting only. He added that it is factual that they are experiencing more intense weather events more often which is overwhelming existing infrastructure. Mr. Norman asked if they assess the homeowner for sidewalk repair. Mr. Pennington said some municipalities have ordinances that allow for assessments but they don't in Glastonbury.

Mr. Pennington spoke to the pavement rehabilitation of Glastonbury Boulevard including cameras to sense traffic and addition of infrastructure to facilitate safe pedestrian use which would be 100% grant reimbursed. Mr. Cavanaugh asked if it was updated technology and if it included street lights. Mr. Pennington said the camera technology is updated and would not include lights. Board of Finance Chairman Gus Constantine asked if there were privacy issues with the cameras to which Mr. Pennington replied saying no, they don't record. Mr. McChesney asked about the 100% reimbursement. Mr. Pennington said that the design is done with town staff so no hard costs and no local tax money would be expended as it is a state grant.

Mr. Johnson spoke to the public safety communication tower, income from antenna rental and an account dedicated to its maintenance. Finance Member Mr. Jim Zeller asked if they are just showing the revenue for the antenna rental. Mr. Johnson said that the account would be established including existing funding and the anticipated rental revenue and it would rollover year to year. Mr. Osgood questioned if they are allocating enough if they need to replace parts on an ongoing manner at \$250-\$300K per year. Police Chief Porter said they replaced the microwave the past summer and all municipalities are dealing with it because the vendor is designating an end of life making it difficult or impossible to get parts or maintenance. He said that the radios and repeaters are at the end of their life. Mr. Johnson noted that they have \$79K plus \$73K in the account prior to the revenue expectation. Mr. Cavanaugh asked about police and fire safety with portables. Chief Porter said that they are functioning right now. Fire Chief Mike Thurz said they are working but aging.

Chief Thurz reviewed proposed building maintenance and a new fire boat saying their current boat doesn't allow them to extricate someone from the water and if they could, they would exceed the boat capacity. He said they don't get a lot of calls and have mutual aid. Dr. Beckett said they have a police boat, too, and asked if they could have one boat. Mr. Osgood suggested a 21' soft sided zodiac for \$45K instead of the proposed \$135K. Chief Thurz said that there are specialized needs to be able to put a diver in the water, extricate and perform CPR noting that East Hartford spent \$225K ten years ago and Portland, \$155K, seven years ago. Finance Member Jen Sanford asked about the current boat. Chief Thurz said that they would put it at Company 2 and use it for safety such as keeping other boaters away from an incident.

Mr. Cavanaugh asked about the difference between the police and fire boats and if they can do first aid on the police boat. Chief Thurz said the fire boat is for rescue where the police boat does safety and recovery. Chief Porter said the police boat isn't designed for any rescue. Mr. Cavanaugh said they shouldn't skimp on public safety but urged them to do their best to save money noting previous success stories of looking for bargains. Ms. LaChance asked how often they are used noting they have the riverfront and are inviting more and more citizens to make use of the resource. Chief Thurz said they only go out in an emergency, last year there were five. Mr. Norman asked about the age of the police boat. Mr. Johnson said it came from Hartford and would check on its age. Chief Thurz expressed concern for confusion over marking on the boat between police and fire and it being needed by both departments at the same time. Mr. Norman said that they try to support the mostly volunteer fire department where they can. Dr. Beckett expressed concern about the staff that goes with the asset, training, supplies, maintenance for three boats for five incidents. Chief Thurz said their boat cost about \$1K per year for operating expenses noting that they get 25-30 years out of their equipment. Mr. Zeller asked if East Hartford staff their boats and Chief Thurz said no, only when called.

Mr. Johnson continued speaking to the High School kitchen code compliance project. Dr. Alan Bookman, Superintendent, reviewed the project in more detail noting that it is eligible for 1/3 of the cost to be reimbursed by the state. He said the ADA accessibility was cited by the state, the equipment is from 1971 and needs replacement plus there are health code violations. Mr. Norman asked about timing and health violations. Dr. Bookman said that they need funding in place to apply so it would be the following summer at the earliest. He said that the laundry equipment being near food storage and the open office near the food preparation area are two examples of health code issues. Mr. Zeller noted they renovated to new in 2007 and asked about this work. Dr. Bookman said that they received a waiver from the state at the time but the federal government came in and said they don't recognize the state waiver so they must demonstrate progress.

Vice Chairman Carroll asked if it could be done over a summer. Dr. Bookman said that is the plan but if there are delays, they will address it. Mr. McChesney asked about fines and Dr. Bookman said they have been threatened but have been able to show progress, so none have been levied. Mr. Osgood asked about the cost of the equipment and Dr. Bookman agreed to get it for him. Mr. Osgood asked about how much food leaves the building suggesting they look into a centralized kitchen. Dr. Bookman said they serve lunch at the high school from 9:15am until 2pm, 1/3 of the food prepared stays at the high school and they haven't looked into it, speculating it would be more expensive. Education Chairman Karp noted that the High School is also an emergency shelter.

Mr. Johnson continued and spoke to the Gideon Welles heating and cooling proposed for an allocation of \$500K. Mr. Osgood asked how it was bid. Mr. Johnson said that they had originally planned for \$850K but combining heating and cooling allowed for economies. Mr. Johnson spoke to the wheel loader used daily needing replacement at the transfer station with Mr. Mike Bisi, Superintendent of Sanitation, explaining details. Mr. Cavanaugh asked if the

grant was still available to which Mr. Johnson said no. Mr. Johnson noted the new initiative to allocate money to address tree management with the past drought and insect and disease damage creating significant issues. Ms. Lisa Zerio, Director of Parks and Recreation, explained further. Mr. Osgood asked if these funds are currently part of the operating budget for parks and recreation. Mr. Johnson said that there was limited funding in the parks and recreation budget but this is too big to be handled by the operating budget. Mr. Osgood asked if it is definitely the town's responsibility if in the right of way to which Mr. Johnson replied saying yes.

Mr. Johnson continued his presentation noting the state project involving New London Turnpike. Mr. Pennington said that there are issues with two lanes on New London Turnpike and melding the state and town objectives. Mr. Johnson said that they raised the issues and are continuing to work with the state but it doesn't seem reasonable to do the project in a vacuum and create issues for the town. Mr. Cavanaugh said that Douglas Road residents had issues and requested traffic counts and information. Mr. Johnson said that they will be looking at that as this project progresses. Mr. Johnson discussed sidewalk connections. Mr. Norman asked if it changes the matrix priority. Mr. Johnson conveyed the balance of the money available, cost and benefit gained from the connections. Mr. Johnson continued to discuss energy efficiency efforts and savings. Mr. Niland asked if it included Board of Education buildings to which Mr. Johnson replied saying no. Mr. Johnson spoke to some allocation to improve pedestrian safety in town. Mr. Norman praised the flashing lights for a pedestrian in a crossing. Finance Vice Chairman Soper said a study was done for the town center initiative project. Mr. Johnson said that this would be to actually do work to improve pedestrian safety. He summarized the capital program to this point.

Mr. Johnson reviewed the GHS locker facility including two potential solutions, the first for \$2.6M that removes existing structure and puts up another with six locker rooms and restroom facilities and the second, not yet vetted, for \$2.3M that would renovate the existing structure for three locker rooms and then build another with three locker rooms and restrooms. He said that they just learned that if this is done with the kitchen renovation, it would be eligible for 16% reimbursement from the state for about \$320K, otherwise there would be no state aid. He said total projects would exceed transfer by \$920K which could be made up by a loan from the general fund, an increase of the capital transfer, a delay of the state grant or forego another project to pay. He reviewed the summary again with a \$2M placeholder for the project saying that he felt they could find efficiencies.

Mr. Norman preferred to use one of the estimates and not cut it short at this point. Dr. Bookman said that this is a big year for the capital projects for education but they had done a lot to reduce their capital expenditures and anticipate much lower years going forward. Mr. Norman asked if they could get 16% later to which Dr. Bookman said no, only with the kitchen and if funding is approved up front. Mr. Zeller confirmed with Mr. Johnson that the proposal is to increase CIP by \$500K. Ms. Sanford asked what was funded for this before. Mr. Johnson said that they funded only the study. Education Chairman Karp noted that no one on the project team has reviewed the concept to renovate the existing field house. Mr. Johnson noted that he is

frequently asked about the renovation option so wanted to show that option preliminarily although it has not been vetted.

Mr. Cavanaugh asked about materials. Al Costa, Education Facilities Staff, said it was to be a metal stud building with veneer. Mr. Cavanaugh said he favored a referendum and bundling but may not have the five votes but did not favor making a habit of borrowing from the general fund. Mr. Niland said borrowing has some appeal but paying over two years was worth consideration. Dr. Beckett asked how big it would be to which Mr. Johnson said 4K square feet. Dr. Beckett suggested they could build new one year and renovate the next year and that he felt it could be done much cheaper. Education Chairman Karp said they just want facilities that meet the needs and would support of doing it as cheaply as they can.

Finance Vice Chairman Soper said that an increase of \$1.5M is a challenge to the budget from a financing perspective and expressed support of bonding over the life of the facility. Finance Chairman Constantine concurred. Mr. Osgood felt they didn't have enough information to put it in the CIP and felt it could go to referendum in November. Education Chairman Karp said much work was done on the needs and wanted to be clear on the plan if the referendum failed. Mr. Cavanaugh said they could educate the residents on the benefit of bonding but also be clear that if it failed, they would be paying on a cash basis. Mr. Osgood expressed concern that they could have significant budget repercussions from state action on less aid or transferred expenses. Dr. Bookman said they could share the work and proposed use of the facility. Mr. Zeller said it should go to referendum and if it fails, pay for it with cash. Ms. Sanford expressed concern about the exposure of this issue but education put air conditioning in front of this. Ms. LaChance asked about opportunities to discuss language in the referendum and still seek approval from the state. Mr. Johnson said that they have to appropriate the money before they can apply for state funding. Mr. Johnson completed and summarized the presentation.

4. Adjournment.

Motion By: Ms. Carroll

Seconded By: Dr. Beckett

BE IT RESOLVED:, that the Glastonbury Town Council hereby adjourns their regular meeting of January 17, 2018, at 8:43 pm.

Result: Motion passes unanimously {8-0-0}.

Respectfully submitted,

Kimberly Meanix Miller

Kimberly Meanix Miller
Recording Clerk

Lawrence Niland
Vice Chairman