



LORI L. SPIELMAN  
First Selectman

STATE OF CONNECTICUT – COUNTY OF TOLLAND  
INCORPORATED 1786

# TOWN OF ELLINGTON

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Deputy First Selectman

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DAVID E. STAVENS  
RONALD F. STOMBERG  
JOHN W. TURNER

Board of Selectmen  
Capital Improvements Hearing  
January 4, 2016  
Town Hall - Meeting Hall

## MINUTES

**SELECTMEN PRESENT:** Lori Spielman, Melinda M. Ferry, A. Leo Miller, James Prichard, David Stavens, Ronald Stomberg, John Turner

**BOARD OF FINANCE MEMBERS PRESENT:** Robert Clements, Douglas Harding, Mark A. Joyce, Barry Pinto, John Rachek, Michael Varney

**OTHERS PRESENT:** Nicholas DiCorleto, Finance Officer/Treasurer [8:13 pm]; Timothy Webb, Public Works Director/WPCA Administrator; Robert Tedford, Parks and Recreation Director; Chuck Pippin, Chief, Crystal Lake Fire Department; Gary Feldman, Sr., Chief, Ellington Volunteer Fire Department (EVFD); Scott Nicol, Board of Education (BOE) Superintendent of Schools; Rob Butler, BOE, Director of Facilities; Meg Devlin, BOE, Business Manager; Dan Keune, BOE, Chairman, [7:28 pm]; John Halloran, Chairman, and Mary Clements, Hall Memorial Library Board of Trustees, Dennis Varney

### 1. CALL TO ORDER:

The Board of Selectmen (BOS) meeting was called to order by First Selectman Spielman at 7:02 p.m.

### 2. 2016-2017 CAPITAL IMPROVEMENTS REQUESTS/PRESENTATIONS:

Presentations were made as follows:

Police Department: Ms. Spielman said that she excused the Police Department representatives from attending this meeting because the item to be discussed is the police body cameras. She noted that she has done some research and has found that there is a possibility that there will be a grant available. Ms. Spielman said that the data gathered from the cameras must be stored for four years and that is what becomes an issue; not the actual body cameras. She said that the special equipment needed to store that data is very costly. Mr. Varney noted that his concerns include who is responsible for the storage of the data and who is responsible for the FOIA requests. Ms. Spielman said that the State is suggesting that each Police Department is

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responsible for their own storage; Mr. Varney said that leaves the Town responsible for the redaction and FOIA issues. Ms. Spielman said that more information is needed to address this further. Mr. Turner asked how the storage is handled as far as what needs to be saved and is the Town mandated because it is under the Resident State Troopers program. Ms. Spielman said that right now it is not required that the troopers have body cameras, but the State is working up to that. This item will be placed on hold until more is known.

Hall Memorial Library (HML):

Ms. Spielman suggested that this item be moved to later in the meeting to await the arrival of Sue Phillips, Library Director.

Parks and Recreation Department:

Mr. Tedford presented the requests outlined in the Capital Improvement budget for the Parks and Recreation Department. Mr. Turner said in reviewing the requests, it doesn't appear that many of the items on the Capital Improvements request list qualify as capital projects individually, but only as a grouping. Mr. Turner suggested that perhaps Mr. DiCorleto should be consulted regarding whether or not the items belong in the 900 account rather than as a grouping pulled together to qualify as capital improvements. Mr. Turner said he is not opposed to the items requested, but he is concerned that they do not qualify as capital improvements. It was noted that Mr. DiCorleto is currently involved in interviews, but is expected to arrive to the meeting shortly. Mr. Tedford said that his interpretation is that all items are associated with waterfront improvements. Mr. Miller said that he believes Mr. Tedford is looking for direction from the BOS and it is his assumption that Mr. Clements will want the items to be handled through the operations budget. Mr. Clements said that Mr. Tedford is correct in starting the process here, but Mr. DiCorleto will be the judge on where the requests belong.

Hall Memorial Library (HML):

Ms. Phillips, Library Director, arrived and presented the Capital Improvements requests for Hall Memorial Library. She updated the BOS on the status of the new roof at the Library and reviewed the request to update the bathrooms and water fountains in 2016. Ms. Phillips noted that she solicited an estimate two years ago from CD Builders which is a very conservative estimate. She also obtained a second estimate from CRCOG-Rockfall Company, so there is a range for the project from \$39,594 to \$98,000. The cost of replacing the water fountains adds an additional \$6,208.81. Ms. Phillips said that she believes the actual cost will be somewhere in the middle of the two estimates. Mr. Joyse asked if \$104,000 total was approved, would it cover the project and maybe even come in less and Ms. Phillips agreed that it would.

Ms. Spielman reported that she visited the Library and agrees that the bathrooms need to be gutted and rebuilt as they are in very poor condition. She added that the drinking fountain is on the other side of the wall of the plumbing that will be exposed during the bathroom repair project, so it makes sense to do both repairs at the same time. Ms. Spielman noted that she has photos that show the need to repair the bathrooms and water fountains in her office if anyone wants to see them.

Ms. Spielman said that she spoke with Mr. DiCorleto regarding Ms. Phillips request to paint the interior of the Library. She said that they agreed that it might be a better idea to schedule this project by floor, focusing on the second floor in 2016. Mr. Turner asked if the carpet replacement could be broken out into separate projects, as well.

Mr. Keune arrived at 7:28 p.m.

Ms. Phillips said that in order of priority, she would like to fix the restrooms and the overflowing toilets before new carpet is considered. She would like to paint the walls before the carpet is installed, so the carpet replacement is the last project.

#### Crystal Lake Fire Department (CLFD):

Chief Pippin said that the CLFD is looking to replace a tanker with a 3,000 Gallon Tanker Truck. He said that he will have a solid estimate of the cost by January 14, 2016. Chief Pippin added that for the 2017-2018 budget season, the BOE and BOS must keep in mind that it will be time to replace the air packs with new ones. They are twenty years old and they all were purchased at once, so all need to be replaced at once.

#### Ellington Volunteer Fire Department (EVFD)

Chief Feldman reported that he is spending down the STEAP grant that EVFD received, however, much of it is going for code compliance issues that needed to be corrected. Therefore he is requesting \$200,000 for firehouse improvements for 29 Main Street. Chief Feldman said he will continue to apply for grants in hopes of offsetting this money.

Chief Feldman said that there is a need to replace two pumpers, a forestry unit and a 4-door pickup truck. He reviewed the details of this request, the repair costs of the vehicles and the need to replace them. Mr. Prichard said that the BOS approved the funds to purchase a new truck last year, it was not purchased, and the EVFD then spent \$25,000 in repairs on the old truck. Mr. Joyse asked Mr. Feldman to prioritize his requests. Chief Feldman said that the replacement of the 25-year old fire pumper is a priority, as is the second pumper. Mr. Joyse asked if something has to wait, would it be the forestry vehicle and Chief Feldman said that it would.

Chief Feldman said that in 2017, EVFD will also be needing to replace the entire inventory of air packs as Chief Pippin mentioned for CLFD.

#### Board of Education (BOE)

Dr. Nicol reviewed the Capital Improvements requests from the Board of Education and provided the BOS and BOE with the following priority listing:

1. BOE - System-wide Education Wheelchair Van (\$52,045)
2. BOE - Phone System at Center School (\$39,700)
3. BOE - Air Conditioning Ellington High School Cafeteria (\$113,000)
4. BOE - Air Conditioning Ellington Center School Cafeteria (\$47,000)
5. BOE - Air Conditioning Ellington Middle School Cafeteria (\$45,000)

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Dr. Nicol said that in the 2017-2018 projected Capital Improvement Plan, with regard to Windermere Capital Improvements, it is highly likely that the BOE Operations Committee will be proposing that those items (air conditioning in the cafeteria and the phone system upgrade) be taken care of through the Windermere building project contingency funds which will help with the 58% reimbursement rate from the State. This will be going before the Permanent Building Committee on January 12, 2016, assuming that the Operations Committee decides to make that recommendation.

Department of Public Works (DPW)

Mr. Webb reviewed the Capital Improvement requests of the Public Works Department. He reviewed the progress of the road overlay program and the plans going forward. He withdrew the request for unimproved roads and the Animal Control facility, as he is not prepared to go forward with those projects.

Mr. Webb said that the Town is moving forward with preliminary plans for the Town Hall renovations. Mr. DiCorleto will bring forward to the BOS and the BOE, a request for funding for phase 2 of the project. Mr. Webb reviewed the rough plan of the Town Hall renovations and noted that the plan is available to view in his office.

Mr. Webb also reviewed the need to complete installation of irrigation at the Pinney Street Fields. In addition, he explained that it is time to replace a snow plow dump truck and the large mower that handles the turf areas. Mr. Webb reviewed the pending projects under the Inter-town Capital Equipment (ICE) Sharing Program. He also noted that the Town received, through an eviction, a Hyundai that is being used as a pool car.

Mr. DiCorleto arrived at 8:13 p.m.

Finance Office

Mr. DiCorleto reviewed the need to complete the update of the telephone system. He said that this request will fund the update of the EVFD, CLFD and Ellington Volunteer Ambulance Corps as well as the telephone installation costs of the new satellite sub-station fire department at 6 Nutmeg.

Mr. DiCorleto reviewed the outstanding balances of the Capital Improvement projects from over the past several years and he said that he will be sharing this information with the Department heads. Department heads will be instructed to either use the money for the purpose for which it was intended or the money will be returned to the general fund.

Other:

Mr. Turner told Mr. DiCorleto that there is concern over the Parks and Recreation request in that it was a compilation of many small items and that it probably belongs in the 900 account of the operating budget; it did not meet the criteria or definition of a capital improvement request. Mr. Turner said that he assumes that the 900 account is still available to all departments and that they understand the use of it. Mr. DiCorleto said that they should know. Mr. Turner said that it is a bad precedent to set to allow

departments to make a compilation to achieve a \$20,000 goal. He reminded that the 900 account was set aside for occasionally recurring items, but not annually recurring items. Mr. DiCorleto said that he is in agreement with Mr. Turner. Mr. DiCorleto said that department heads have to deal with these issues within their operating budgets.

Ms. Spielman asked about the Parks and Recreation Department's request for a new Sand Pro™ (\$15,000). Mr. Webb said that the Public Works Department maintains the Sand Pro™ and there was one time it didn't start but it was discovered that it was out of gas. Since then, Taylor Olsen, Lead Mechanic has been training the users and there have been no further problems. Ms. Spielman noted that if a new Sand Pro™ is purchased, it should be assigned to the Public Works Department and the existing Sand Pro should be assigned to the Parks and Recreation Department.

3. ADJOURNMENT:

MOVED (PRICHARD), SECONDED (MILLER) AND PASSED UNANIMOUSLY TO ADJOURN THE BOARD OF SELECTMEN CAPITAL IMPROVEMENTS HEARING AT 8:46 P.M.

Submitted by

  
LouAnn Cannella

Approved by

  
Lori Spielman





