

STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

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JAMES M. PRICHARD
Deputy First Selectman

SARAH D. COOK
MELINDA M. FERRY
DAVID E. STAVENS
RONALD F. STOMBERG
JOHN W. TURNER

LORI L. SPIELMAN
First Selectman

BOARD OF SELECTMEN
CAPITAL IMPROVEMENTS HEARING
Monday, January 8, 2018
Town Hall - Meeting Hall
7:00 PM

MINUTES

SELECTMEN PRESENT: Lori Spielman, James Prichard, John Turner, David Stavens,
Ronald Stomberg, Melinda Ferry, Sarah Cook

BOARD OF FINANCE MEMBERS PRESENT:
John Rachek, Barry Pinto, David Olender, Douglas Harding, Peg
Busse, Michael Varney

OTHERS PRESENT: Nicolas J. DiCorleto, Jr., Finance Officer/Treasurer; Timothy
Webb, Director of Public Works/WPCA Administrator; Susan
Phillips, Library Director; Erin Graziani, Ellington Senior Center
Director; Kim Bechard, Assessor; Gary T. Feldman, Sr., Chief,
Ellington Volunteer Fire Department (EVFD); Peter Hany,
President, Ellington Volunteer Ambulance Corps (EVAC); Scott
Nicol, Board of Education (BOE) Superintendent of Schools

I. CALL TO ORDER

The Board of Selectmen (BOS) meeting was called to order by First Selectman Spielman at
7:06 PM.

II. PLEDGE OF ALLEGIANCE: Attendees recited the pledge of allegiance.

III. NEW BUSINESS

A. Housing Rehabilitation Program – Award Contract for Lead Paint Inspection
Services

Ms. Spielman noted that only one company replied to the request for proposal; the previous
company on contract went out of business.

MOVED (TURNER), SECONDED (PRICHARD) AND PASSED UNANIMOUSLY TO AWARD THE CONTRACT FOR LEAD PAINT INSPECTION SERVICES FOR THE FY 2017 SMALL CITIES HOUSING REHABILITATION PROGRAM TO ENVIROPLAN, LLC FOR AN AMOUNT NOT TO EXCEED \$24,000 AS RECOMMENDED BY THE PROGRAM MANAGER; FURTHER, TO ENGAGE ENVIROPLAN TO PROVIDE ANY NEEDED LEAD PAINT INSPECTION SERVICES FOR THE BALANCE OF THE FY 2016 SMALL CITIES HOUSING REHABILITATION PROGRAM FOR AN AMOUNT NOT TO EXCEED \$18,000 FOR FY 2016 FOR THE REASON THAT THE CONTRACTED BOSTON LEAD COMPANY, LLC IS EFFECTIVELY NO LONGER IN BUSINESS. FURTHER RESOLVED, TO AUTHORIZE THE FIRST SELECTMAN TO EXECUTE THE CONTRACT AGREEMENT.

B. Authorization to Hire Administrative Assessment Technician

Ms. Spielman reported that the Administrative Assessment Technician, Laura Plona, was promoted to the vacant position of Deputy Assessor. The BOS authorized Ms. Spielman to fill the Deputy Assessor position at October 16, 2017 meeting. Authorization is now needed to fill the Administrative Assessment Technician position.

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO AUTHORIZE THE FIRST SELECTMAN TO HIRE AN ADMINISTRATIVE ASSESSMENT TECHNICIAN TO FILL THE VACANCY CREATED WITH THE PROMOTION OF LAURA PLONA.

C. Ellington Volunteer Ambulance Corps Capital Improvement Request – Add to Town of Ellington Capital Improvements Budget Request Fiscal Year 2018-2019

MOVED (TURNER), SECONDED (FERRY) AND PASSED UNANIMOUSLY TO ADD TO THE TOWN OF ELLINGTON CAPITAL IMPROVEMENTS BUDGET REQUEST FISCAL YEAR 2018-2019 THE ELLINGTON VOLUNTEER AMBULANCE CORPS CAPITAL IMPROVEMENT REQUEST.

IV. 2018-2019 CAPITAL IMPROVEMENTS REQUESTS/PRESENTATIONS*:

Presentations were made as follows:

Assessor

Kimberly Bechard, Town Assessor, stated that the Assessor's office needs \$300,000 for revaluation of all Real Property in the Town of Ellington, which is mandated by statute CGS 12-62. This cost is split over FY 2018-2019 and FY 2019-2020.

Mr. Turner asked if this would go out to bid this year or next year. Ms. Bechard said that the RFP would probably be completed by the end of this year, and go out to bid in FY 2019-2020.

Hall Memorial Library

Sue Phillips, Library Director, stated that the Library Board is requesting \$300,589 to replace a roof on the new section of the building. The roof is twenty-seven years old, and is near its

maximum life span. There are issues with damage and leakage. The last piece of the five-year plan is to upgrade the maintenance of the building, including the removal and replacement of the membrane. There are also problems currently with birds nesting and deteriorating equipment. The requested project cost includes \$9,000 for that solution as well.

Mr. Olender asked what type of roof will replace the present roof. Ms. Phillips responded that she wasn't sure. Ms. Phillips also told Mr. Olender that approximately 10,000 square feet need to be replaced. Mr. Olender responded that he recently had 17,000 square feet of roofing replaced, including removal, for a little over \$100,000. Ms. Phillips responded that they went through the State bid list at Capitol Region Council of Governments (CRCOG). Chief Feldman stated that it most likely costs more because the Town is required to pay prevailing wage. Ms. Spielman noted that the minimum project cost requirement has changed in regards to prevailing wage. This project should fall under that cost. Mr. Turned noted that the quote was from July, so it is worth re quoting.

Mr. Olender noted that if the Town goes through Eversource they can get twenty cents back per square foot for putting on a cool roof.

Mr. Turner confirmed that the new roof would be covered under a twenty-five year warranty. Mr. Turner also asked for Tim Webb, Public Works Director, to provide the BOS with a spreadsheet of all the major repairs, so that the Town can map out and predict when major replacements will need to occur.

Human Services/Senior Center

Mr. Webb presented on behalf of Human Services and the Senior Center. They are looking for a replacement of the Dial-A-Ride vehicle. The Town will have to pay upfront, but they will be reimbursed. Erin Graziani, Ellington Senior Center Director, stated that they are working on submitting an application. The vehicle will be handicapped accessible for people in wheelchairs.

Mr. Varney noted the \$48,000 reimbursement to the Town through the DOT grant. Mr. DiCorleto, Finance Officer, pointed out that it is a requirement from the State of Connecticut that the old bus be turned in and not used. Mr. Webb said that it can be put up for auction.

Ellington Volunteer Fire Department

Chief Feldman stated that the Ellington Volunteer Fire Department (EVFD) is requesting the replacement of the forestry unit with a multi-tasking all-purpose vehicle. EVFD wants to replace this with a four wheel drive pumper to get to areas that are currently hard to reach. This will reduce the ISO rating about five cents on the dollar for every tax payer in the district. They are replacing the 1996 GMC Pickup. He asked for \$450,000, and has received quotes of \$475,000, \$480,000, and \$385,000 for a demo vehicle.

Mr. Olender asked how this vehicle differs from Crystal Lake Fire Department's (CLFD) vehicle. Chief Feldman responded that CLFD's vehicle won't carry a hose, so it will not reduce the ISO rating. Mr. Olender asked how often the Hummer was used. Chief Feldman responded that it was used twelve times in 2017. It is strictly a brush truck, and this truck would see a lot more use.

Chief Feldman stated that the 1997 Pierce Quantum Pumper is due for a replacement. They cannot do a refurbishment until the new vehicle arrives, and the cost would be \$250,000, which is not recommended. The price of a new pumper is \$625,000. This is identical to the vehicle they just agreed to purchase. Chief Feldman stated that the vehicle has a twenty year life span, and it has reached that age. Once the new truck is in, it will replace the 1991 vehicle. The engine will be kept as a spare, which will reduce the ISO rating for the Town. If they bought another vehicle, they would retire the 1991 vehicle and push back the 1997.

Chief Feldman stated that they are requesting a roof replacement for 29 Main Street in FY 2020-2021.

Ellington Volunteer Ambulance Corps

Peter Hany detailed the need for handheld pulse oximeter units. He submitted a proposal to replace nine units, three for each department (EVAC, EVFD and CLFD). Mr. Hany said that the cost will be covered by the Charging Fund at no cost to the taxpayers. The cost is \$4,700 per piece, at a total of \$42,000. Mr. Hany is looking into the availability of a possible discount.

Mr. Hany explained that the Charging Fund includes money that is collected from billing patients' insurance. This money goes into a fund to cover the cost of replacing ambulances every six or seven years. The surplus money offsets the operating budget.

Mr. Rachek noted that he believes it sets a bad precedent for the request to come in after December 1st. Mr. Hany agreed, and said he would not have brought the request if one of the current pulse oximeters hadn't died. The defective unit was not found until after the paperwork was required to be submitted.

Board of Education

Dr. Scott Nicol, Superintendent of Schools, presented the project requests from the Board of Education (BOE). He first noted that the technology infrastructure upgrades of \$285,000 are a four-year lease which is broken down to approximately \$71,000 per year; this is already included in the regular budget. In FY 2018-2019, they will replace the computers at Center School and Ellington High School.

The following are the requests, which are prioritized in the order presented:

Dr. Nicol explained the need for \$25,000 for a facility study. The student population in Ellington has increased 25% since 1999, while decreasing in surrounding towns. They are projecting another 200 students in the next five years, and 22,000 Ellington residents by 2040. They are expecting millennials to move to the area, and would like to be prepared to handle that growth. The BOE recommends a facility study to assess necessary maintenance over the next five to ten years and expectations for continued growth.

The next request is \$30,000 for modern classroom furniture. Classrooms are different now, and they are looking to turnover and budget for relevant furniture.

Dr. Nicol discussed the recommendation for one air conditioning (AC) project in a large space per year. Crystal Lake was already done, and Windermere is being worked on. They are asking for Center School to come next. Younger kids are being prioritized, as various programs are run

throughout the summer and the buildings are being used throughout the year. More large areas with AC will benefit the entire Town.

The Ellington Middle School (EMS) cafeteria would cost \$46,500 for AC. This building also serves as the backup shelter.

The Ellington High School (EHS) cafeteria would cost \$116,500 for AC. This is the primary emergency shelter, and would benefit those who needed to use it during a hurricane, or in other emergency situations. The next phase of AC will be gymnasiums. The high school gymnasium is the highest priority. Graduation is held there if it rains outside.

In FY 2019-2020, the BOE is requesting \$50,000 in upgrades. This is to replace projectors and smartboards that are thirteen and fourteen years old.

In FY 2020-2021 Windermere Elementary will require floor and window replacement. This will cost the town \$1.25 million after reimbursement.

Mr. Turner asked that the facility study reference and research the demographics of the population. There has been a lot of growth in Deer Valley, which mostly does not include children. It might be possible that an increase in population doesn't significantly impact schools.

Public Works (DPW)

Mr. Webb discussed the needs of Public Works, including:

The road maintenance program will continue, including the millings and overlay of new areas in Town. This will address the majority of roads at Woodside Acres. The DPW is working their way around the Town.

About \$122,000 of LOCIP money is to be used for chip sealing, fog sealing, and preserving pavement for long term maintenance until the millings can be done. This is in areas such as Woodland Trail. Mr. Stavens asked why this item does not reflect the cost to the Town. Mr. DiCorleto responded that it comes in at zero, as it is offset by the cost of the grant.

The final design and layout for some unimproved roads is being done, including Schoolhouse and Newell Roads. Some of the residents of Hopkins Road want to keep the road unimproved. There is no long-term prioritizing of the unimproved roads.

DPW is moving slowly on large and small bridges. The bridge near Strawberry Road is estimated to be finished in 2019. They are also keeping an eye on Burbank Road. There are wetlands on either side and they are seeing if they can make improvements.

The funding for the Town-wide sidewalks started last year. This year will be a continuation, and will include maintenance of existing sidewalks. In 2017 they did Maple Road, Wapping Wood Road, and Mosely Plains. Millings and repaving of Middle Butcher Road will stay in the queue with the State. They should know more about the Route 83 project in the next six months. Mr. Olender asked if the Town invested money for that project. Mr. Webb responded that they invested \$15,000 to \$25,000 for the study and follow-up. Ms. Spielman stated that they have already created an overall plan. There is a sidewalk next to Casey's Cafe, which did not cost the Town.

Mr. Webb stated that they held back on parking lot renovations last year, but will move forward this year with Public Works, Ellington Middle School, and Ellington High School.

Money was requested last year and this year for field irrigation. This is to irrigate the high school's baseball and softball fields. This makes the fields look much nicer and they have received many compliments on the football and soccer fields. The hope is to irrigate all of the fields. Fournier Irrigation submitted paperwork for the quote. Mr. Varney asked what the impact is on the operating budget. Mr. Webb responded that he would look into it. It would reduce the cost if they tap into the well head for the baseball field irrigation.

The Town needs a 90-foot baseball field. The field at Brookside is shared with football. One place being looked at is Middle Road. A baseball field and two multipurpose fields have already been designed. The Jacob Poulin project wanted to put in some things at the Pinney Road field, such as a deck hockey court, a parking lot, a playscape, a baseball field, and a multipurpose field. However, wetlands have deterred them. They would like all the projects at one site. Middle Road opens up this possibility. The Town has an agreement with Oakridge Dairy, LLC that permits them to harvest the property until it is used. Mr. Webb stated that it would cost \$70,000 to level and grade out the parking lot area. They would then move forward with grading the baseball field. The Jacob Poulin project is looking to create a low maintenance play area. They are handling the project aspect, and Mr. Webb is looking for the money to handle starting the development of the project. FY 2018-2019 would include the prep work, and FY 2019-2020 they would move forward to construct the fields.

Public Works is looking to replace some small dump trucks, including a 2000 GMC. They want to replace this with a flatbed to work on catch basins without bringing out the big trucks.

The Chevy Malibu Town staff vehicle/pool car needs to be replaced. They are looking to replace it with a minivan similar to what Human Services has.

The Town Hall addition would fall under a \$500,000 Small Town Economic Assistance Program (STEAP) Grant. This would make the building more handicap accessible, and make needed other layout changes to the building.

The athletic turf fields are a potential item. Ms. Spielman noted that they cannot do just the lighting with the grant money; they would have to do the whole project. Mr. Webb discussed that maintenance on a turf field just about evens out to the maintenance on a regular field.

Mr. Turner noted that a current problem is the lack of turn lanes for Windermere Road's intersection with Pinney Road. Mr. Webb responded that they met with the State Department of Transportation for the light at Route 140 and Tamoka Avenue. They refused the turn lane there, and the Windermere and Pinney intersection is still under review.

Finance Officer

Mr. DiCorleto updated the debt schedule to include the potential for the turf field project and Town Hall addition, as well as the current leases for the breathing apparatus, forestry truck, and new pumper. In FY 2017-2018 the debt would increase, as well as in FY 2018-2019. However, after that the debt would decline. This shows that the Town can afford the projects. This does not address additional facility needs or infrastructure at the time.

Ms. Busse noted that the debt declining is assuming nothing additional is added to it.

Mr. DiCorleto addressed that the grants for both projects are time sensitive.

Mr. Stavens asked when the Town could go to referendum. Mr. DiCorleto said he could have the preparations done in two weeks if that is what is decided. A referendum would have to be called since both items are over a million dollars.

Mr. Turner expressed concerns about how the State will act. He suggested that the Town's operational budget be addressed before we put something out to referendum.

Mr. DiCorleto stated that the philosophical issue is that the debt is coming off, and they are replacing that debt with new debt. The Town Hall addition will allow increased energy efficiency and bring costs down. He stated that debt should not be built into the base of the operational budget.

Ms. Spielman and Mr. Webb discussed the new design and layout for the Town Hall.


Mr. Olender asked Mr. DiCorleto if he believed that both large projects could occur. Mr. DiCorleto stated that they could, according to the table. There would be some operational expenses for the turf field. The Town Hall should be more energy efficient and reduce costs.

Mr. Webb discussed turf fields in other towns. For example, Simsbury's field only lasted for seven years because it was used for multiple sports every day. If it gets too hot on the field, the sprinklers have to be run. The fields also have to be washed and irrigated. They look great and no paint is required, but they still need to be mowed and striped. The maintenance equals out. If this item is put out to referendum, the people can make the decision.

V. ADJOURNMENT

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO ADJORN THE MEETING OF THE BOARD OF SELECTMEN AT 8:29 PM.

Submitted by meaghan maguire
Meaghan Maguire

Approved by 
Lori Spielman