

TOWN COUNCIL
Town of Trumbull
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Finance Committee
Minutes
June 28, 2016

CALL TO ORDER: The Chair called the meeting to order at 7:00pm. All present joined in a moment of silence and the Pledge of Allegiance.

PRESENT:

Finance Committee Members: Mark LeClair, Chairman, Lori Rosasco Schwartz, Vice Chairmain, Tony Scinto, Matt Carron, Lisa Valenti, Dawn Cantafio, Alternate

ABSENT:

Mary Beth Thornton and Ann Marie Evangelista, Alternate

ALSO PRESENT:

First Selectman Timothy Herbst, Director of Public Works John Marsilio, Town Engineer Frank Smeriglio, Finance Director Maria Pires, Chief of Staff Lynn Arnow, Parks and Recreation Director Stuart McCarthy and Director of Technology William Chin, Director of Economic Development Rina Bakalar, BOE Facilities Director Mark Deming, Superintendent of Schools Gary Cialfi Chief of Police Michael Lombardo, BOE Chairman Loretta Chory, Library Boad Members Tara Liskov, and Janine Stouder.

First Selectman Herbst stated the 5-Year Plan is not a wish list. The department heads spend a considerable amount of time assessing facilities, roads, municipal buildings and schools. The level of collaboration between the Town and the BOE on upgrading the facilities has never been as strong and cohesive as it is now. The BOE's plan focusses on energy efficiency. One of the reasons the budget increases have been as low as they have been is due to the savings realized in energy. 40% of the Town's roads have been paved in the last seven years, but there is a lot more work to be done to catch up. There has been a careful assessment done by the Highway Department supervisors who collaborate regularly with the Director of Public Works to develop a core road paving priority list. The 5-Year Plan includes parking expansion at the library. There

was a plan for the library parking expansion established in 2011 but was met with opposition by the Conservation Commission due to the removal of certain trees. There is now a plan that addresses both the library's concerns as well as the Conservation Commission's concerns. The Community Center is included in the 5-Year Plan. The dollar amount associated with that project is an estimate, any money encumbered for any of the projects would come forth as a bond authorization, this is not the final bite of the apple, this plan represents only the beginning. The Operating Budget has been separated from the Capital budget allowing more time for the boards to review. This 5-Year Plan will move our Town forward which is important.

Moved by Rosasco Schwartz, seconded by Caron to take items #2,3, and 4 as the first items of business. VOTE: Motion CARRIED unanimously.

1. RESOLUTION TC26-66: Moved by Caron, seconded by Rosasco-Schwartz.
BE IT RESOLVED, That the First Selectman is hereby authorized to execute on behalf the Town of Trumbull a grant application and all necessary agreements and documents under the Local Transportation Capital Improvement Program administered by the State of Connecticut Department of Transportation to obtain financial assistance pursuant to Public Act 13-239 for the rehabilitation of Strobel Road.

Mr. Marsilio explained they had previously asked for approval of a project to rehabilitate Strobel Road. At that time, it was approximately \$2 million. When you approve the 5-Year Plan projects are approved not the funding, but dollar amounts have to be assigned to the projects within the plan to indicate the weight of the project. Strobel Road's project was approved and all that was spent was just enough to be able to get \$5.4 million from the State of CT. This was also done with Moose Hill Road project and the Town got \$4.2 million from the State for that project and tonight's 5-Year Plan you will see Chestnut Hill Road. Any time approval of these projects are asked for the purpose is to have a legitimate approved accepted project so they go and seek other funding. This resolution is a good example of that. If the First Selectman is allowed to sign this the LOTCIP program does the following, they review the plans, add contingencies and incidentals to the construction and will then send the Town a check for \$5.4 million. The Town will then build Strobel Road, install a signal light at Daniels Farm Road to improve the whole intersection. Both ends of the road are going to be addressed as well as the culvert. The culvert will be a stand-alone project that will be addresses first. There will be some disruption with the project but they will try to address that. This will not be done this summer. Now that they have the award they can develop the big plans and put up the culvert, there are some right of ways, build some stone walls and negotiate with some neighbors, improve the geometry and sight lines. It will be a brand new road. The whole road will be rebuilt from Daniels Farm Road to Booth Hill Road.

VOTE: Motion CARRIED unanimously.

2. RESOLUTION TC26-67: Moved by Valenti, seconded by Rosasco Schwartz
BE IT RESOLVED, That the First Selectman is hereby authorized to execute on behalf the Town of Trumbull a grant application and all necessary agreements and documents under the Local Transportation Capital Improvement Program administered by the State

of Connecticut Department of Transportation to obtain financial assistance pursuant to Public Act 13-239 for the rehabilitation of Chestnut Hill Road.

Mr. Marsilio stated this resolution represents an approval for the First Selectman to make application for Chestnut Hill Road. The intersection at Main Street will remain the same, the project starts at the top of the hill to Madison Avenue. The project will be bid out a third party oversees the project.

VOTE: Motion CARRIED unanimously.

3. RESOLUTION TC26-68: Moved by Scinto, seconded by Valenti
BE IT RESOLVED, That the First Selectman is hereby authorized to execute on behalf the Town of Trumbull a grant application and all necessary agreements and documents under Section 319 Nonpoint Source (NPS) Grant Program administered by the State of Connecticut Department of Energy & Environmental Protection to obtain financial assistance for the River Edge Restoration at Old Mine Park.

Mr. Marsilio explained this resolution is requesting approval of the First Selectman to sign the application. The project was generated by the Conservation Commission. This application is the sister application to what had been done at Old Mine Park a few years back where they developed plantings at the rivers' edge and other improvements. This project would include the end of the road, a couple of parking spaces and more pervious installations to recharge the ground water.

Mr. Smeriglio explained the grant is \$40,832. The Town has to provide a match of \$28,149, which can be salaries of employees doing the work, equipment and so forth. Quality Assurance referenced in the back up is the installation of a bowl just beyond the pervious asphalt to capture sand runoff from the parking lot, which is the intent of the application.

VOTE: Motion CARRIED unanimously.

4. RESOLUTION TC26-60: Moved by Cantafio, seconded by Scinto
BE IT RESOLVED, That the Five Year Capital Plan is hereby approved.

5 Year Plan Overview - Mr. Marsilio explained the 5-Year Plan represents projects they are seeking approval for. The numbers associated with each project need to be refined, they will come back to the council in November for the one-year 2017 CIP funding request. When the council approves this 5-Year Plan, they are authorizing the investigation of all of the projects, developing the feasibility, schematic designs and to refine the estimates. The November funding request may represent different numbers, either increased or decreased. Once a project is in the plan they are able to pursue LOTCIP grants as funding sources and also any other funding available from the State which can be used as match money. Unless there is a compelling reason to eliminate a project, essentially the projects contained in this plan are at their earliest stages. There is a lot of work to refine the estimates to come.

The committee reviewed and discussed the following projects in the 5-Year Plan.

Roadways - Ms. Rosasco-Schwartz noted there is another glassphalt street in District 3 (Clearwater). It is a connector street, with no houses on Clearwater but there are driveways and there may be one more glassphalt road on the other side of Madison. Mr. Marsilio stated the road could be added if the funding is approved. Madison Avenue is included in the plan in 2018. There are a few streets in Town that are going to be major expenditures. Daniels Farm Road, Middlebrooks, and Madison Avenue. They will seek grants for them. Moose Hill Road is an example of a connector road that other towns use where the town was awarded grant money. That is why Madison Avenue is in the 2018 portion of the plan, it is a 5-mile road.

Technology - Mr. Chin explained they have a quote for cameras in the Town Hall. Cameras will be added to the hallways, entrances and exits. The plan has to be reviewed and accepted. The Town Council Chambers will be covered with cameras as well.

Enterprise- Mr. Marsilio stated there are 2 enterprises, the Golf Course and WPCA. The \$6 million is for Sanitary Sewer Contract 5, if it is ever decided to move forward with. At this time they are spending funds for the borings to be able to get a more definitive design and to be able to establish a real budget. It will be up to the First Selectman, Town Council and the policy makers of the Town to determine whether they should proceed with Contract 5. Mr. Marsilio's recommendation would be to take them to homeowners before anything is done so they know exactly what they are facing ahead of time. The only thing that could disrupt that is a health issue such as failing septic systems, the Health Director could then require sewers. The plans would be a benefit if that were ever to happen. This is a project within the 5-Year Plan, and is not a funding request, 75% of the cost of the project is borne by the users.

Unity Park – Mr. Smeriglio explained there are ongoing drainage issues at the park. This represents some work every year. There are large culverts that are full now and there is work they want to do on the ponds downstream and other work upstream from the culverts.

Town Yard Complex – Mr. Marsilio stated they are building their training and refuge Center. It was found that they would need to pipe the brook, and after they went to the Army Corps of Engineers, they changed the floodplain. This benefited the contiguous residents south of the stream they were taken out of the floodplain. There are other improvements too, 50' of piping of the brook, fencing, a sanitary sewer line to the new administrative building as well as picking up the parks' building because it is currently on septic.

Paving at Indian Ledge – Mr. Marsilio stated they are paving from the BMX track to the ball park as well as the road taking you to Indian Ledge Road. Not the main road.

Police – Chief Lombardo explained there is not any funding in this year's budget for a new police dog. They were not planning on a retirement and were not aware of any health

issues. The untimely death of Cyrus was not expected. There are people in the community trying to raise funds for a new dog but very little money has come in. There is a dog available from their trainer, he is planning on selling the dog to a police department. Currently the department's handler has been with that dog for a week to see if there is a connection. Approximately \$13,500 to \$15,000 is the cost for a new dog. The training with the dog available would be completed by November 2016. The estimate includes all the training and certifications required. The new dog is 14 months old and is at the perfect age, he would be working in the field by November 2016, if the department has the funds to move forward.

Town Hall Construction – Mr. Marsilio indicated this is a place holder at this point, there will be some movement within Town Hall creating space. The goal has always been to focus on adjacencies: Moving the Finance department within one location and to get all of the permitting departments in one location. Probate will be moving out of the building. A study will be done to figure out options to meet their goal of having the most efficient and user friendly environment.

Athletic Field - Mr. McCarthy stated the dollar amount has increased due to the newest generation of turf now available. The turf uses a mat underneath the turf as well as a crushed coconut fiber infill. There is no longer the use of the rubber infill. Several communities in Fairfield County are installing it. We are proposing the replacement at Indian Ledge and the high school. Doing two in the same year will give them some savings, doing the others at the same time could also generate more savings.

Library Parking Space and Community Room Expansion – Ms. Stouder explained the library project had been planned and discussed since 2010. Recently they had their strategic plan done. One of the key elements was the parking and community room expansion. Even when the library was newly built it was short parking space by almost half. They need to redesign the space to allow for additional large and small meeting rooms as well as a coffee shop by repurposing the lobby area. They need to update and repurpose the teen room and are currently fundraising for that now. A dedicated space for the Friends of the Library is needed they are their main fundraisers. Mr. Marsilio suggested approving the plan and letting them do their work and letting all the interested parties work together. Once the project is approved the plan can be refined and an estimate attached.

Economic Development Rails to Trails Town Center Construction – Mr. Smeriglio explained there are two phases left of the Rails to Trails continuous project from Monroe to Bridgeport. This section is from Tait Road to Twin Brooks Park, they are working with the State on what options are available and acceptable to both the State and Town. Mr. Marsilio further explained this is not a funding request there is money in place from the State. Mr. Smeriglio stated they are working with the owners of Trumbull Center. There are intersections involved and are working on the project's scope.

Telephone System – Mr. Chin explained the estimated number of phone units at the BOE and the Town of 600 units was established and was multiplied by \$1,000 to establish this

estimate. The consultant is concerned with the estimate. The beginning phase has just started, the consultant will develop the RFP for the Town and the overall total cost will be learned. This will be voice and/or IP phones, The Town side is good with regards to the switches, there may be some switching on the BOE side. They are not doing a whole network project with, there will some replacing old wires at the Town Hall and at some of the older schools.

Moved by Scinto, seconded by Cantafio to include the BOE 5-Year Plan
VOTE: Motion CARRIED unanimously.

BOE 5-Year Plan

BOE Overview - Dr. Cialfi stated the BOE had approved the plan at last night's BOE meeting. The last two pages are the bonding projects, non-performance contracting, and summary.

2016 Summer Schedule of Work Update: Mr. Deming stated they are in the process of changing the boilers at Madison, Jane Ryan and Booth Hill Schools. There is a lot of projects going on throughout the schools this summer. Mr. Deming stated Hillcrest is completed, there is new LED lighting. The school can be shut down when necessary, schedules have been implemented so they are now only heating and/or cooling the school when necessary. Hillcrest is the model they want to use throughout the district.

LED lighting has been installed at both the interior and exterior at Booth Hill School, at the interior at Jane Ryan and are moving onto Madison Middle School. Their controls contractor is tying into every unit at Booth Hill, Madison and Jane Ryan. Dr. Cialfi noted this was an aggressive plan and will be completed this summer. They are on schedule.

The Hillcrest roof came in under budget by \$580,000. Mr. Deming explained they preapproved 3 major manufacturers and then went out to bid and told them to design the roof. The manufacturers competed for the roof and drove the cost down.

Ms. Chory noted the plan includes the year the schools were built. Mr. Deming stated the district has been reactive for 20 years and that is costly. They are now taking a proactive approach.

Agri Science Center –

The Green house wall is completed with proper fasteners, drainage and caulking. The beam is on its way.

Sheep Barn – Mr. Deming explained the going rate for a sheep barn is \$400,000 - \$600,000. The other towns' do contribute some funding. Ms. Chory noted that goes directly to the Town. This needs to a place holder in the plan. Until the project is approved within the 5-Year Plan they cannot go for other funding.

Upgrade PA Systems and Fire Alarm Systems – Mr. Deming explained they want to create a model to establish the best way to do it by focusing on one school and then implement it at the other schools.

Madison Parking Lot Paving – Mr. Deming stated they are working on Booth Hill School at the moment. There is a lot of sidewalk and curbing work to be done at the schools. They cannot do all of the schools at once. Mr. Smeriglio stated you will see in the plan there will be drainage work done one year and paving the next.

Planetarium – Dr. Cialfi stated the planetarium was reopened 6 years there was a lot of work done on the projection system which was considered outdated then and now. It is not digital, it is analog. The digital system is approximately \$80,000. The students currently go to the Discovery Museum. If it were available they could create revenue by bringing other towns' students to our planetarium, but the biggest challenge is the \$80,000. The grant Mr. Musto and Ms. Thornton worked on and were awarded for the planetarium was only \$3,000, it was not enough for a whole new system. The planetarium is in the curriculum for grade 5,8 & 9.

Weight Room at THS – Ms. Rosasco-Schwartz stated the weight room is in poor shape. Half the students use the room and much of the equipment has been taken out, only 8-10 students can be in there at a time. Mr. Deming stated an addition is what is required to address the issue, it was in the plan for the high school renovation but had been removed. Ms. Rosasco-Schwartz stated the students are going to the Edge and other fitness centers instead. The Town Council would need to amend the plan to include the addition. Ms. Rosasco-Schwartz would like this to be actively discussed. Mr. Deming would need to establish a plan and an estimate preliminarily and present it to the BOE.

VOTE: Motion to approve the 5 Year Plan as amended CARRIED unanimously.

There being no further business to discuss the Finance Committee adjourned by unanimous consent at 8:17 p.m.

Respectfully Submitted,

Margaret Mastroni, Town Council Clerk