

SPECIAL MEETING MINUTES

TOLLAND TOWN COUNCIL

HICKS MEMORIAL MUNICIPAL CENTER 6TH FLOOR COUNCIL CHAMBERS

FEBRUARY 20, 2014 – 7:30 P.M.

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

MEMBERS ABSENT: None.

OTHERS PRESENT: Steven Werbner, Town Manager; Michael Wilkinson, Director of Administrative Services; Clem Langlois, Public Works; Members of the Technology Advisory Board; William Guzman, Superintendent of Schools; Chris White

1. CALL TO ORDER: Jack Scavone called the meeting to order at 7:34 p.m.

2. PUBLIC HEARING ITEM

Richard Knight of 31 Bonair Hill Road: Regarding Open-Space and Open-Space Planning: In looking at the plan he did not see any provisions for planning. In his opinion, he believes the plan should be prepared to address another referendum about five years from now. At or near that point, the existing funds will be down to almost zero. He would like to see a change in the plan, especially the debt management plan, to include in-perpetuity open-space.

2.1 Consideration of the Proposed 5-Year Capital Improvement Plan

Mr. Werbner gave a presentation to the Council and those in attendance using a PowerPoint. He began by explaining the capital budget process and what capital items are. The budget process for the capital plan started back in October and will end on May 6, 2014 when the Annual Budget Referendum will take place.

Mr. Werbner's revisions to the Capital Budget after submitting it to the Town Council on December 19, 2013, include, but are not limited to:

- ~Changed \$24,785 for current year depreciation of vehicles for General Fund contribution to payment from available State grant funds;
- ~Removed \$25,000 for replacement of Station 240 roof which shall be repaired this fiscal year with available funds in the Facility Account;
- ~Added \$10,000 for the replacement of circuit boards for fire panels for the BOE District Wide; and
- ~Increased tree trimming by \$153 based on the Governor's newly proposed LOCIP funding.

He reviewed the different types of funding methods: General Fund Contributions; Capital Non-Recurring Fund; Non-Referendum Notes; Local Capital Improvement Plan Grant (State); Town Aid to Road Grant (State); State School Construction Grants and other State Grants; Ambulance Fees; Cemetery Funds; Referendum Borrowing; Unallocated Capital and Hicks Trust.

Doug Racicot spoke on behalf of the Technology Advisor Board and updated on the fiber installation project. While the network has served the town well for the last ten years, Tolland has reached a cross road of balancing end user efficiencies and recurring leased line access charges with constructing a private municipal fiber network.

The goals for constructing a private municipal fiber network include:

- ~Tolland wholly owning and controlling the infrastructure;
- ~Self-healing diverse path network;
- ~A 10 gigabit Ethernet backbone – this would be significant and sustain us for a long period of time;
- ~1 gigabit Ethernet most of the town facilities;
- ~A 1 gigabit ISP connection will be delivered from the CEN connection to each town facility that is networked with fiber;
- ~Increase employee productivity;
- ~Decrease time for troubleshooting network issues;
- ~Include software that will alert IT about any problems;
- ~Provide the ability to implement a virtualized environment; and
- ~Design will allow for growth and accommodate new IT needs well into the future. It is designed to be compatible for the future.

Should the need arise where the town and BOE networks would be consolidated, most of the engineering work would already be done at the ground level when our new network is brought online.

Slides were shown: outlining the project lead times (estimated full completion is 240-285 days); and the CEN Network and Location Map.

To fund the entire project it would be \$1.4m, although Mr. Racicot did say they could do some of the facilities themselves and the price would be scaled back. If they went with scenario #2, it would include eliminating the WPCA, TWC, Fire Station 340 and 440. The cost would then be approximately \$740,000.

Andy Powell, James Gifford and Chris White provided input on this discussion.

Ms. Rubino commented that she appreciates the work that has been done on this. She believes we are going to have to upgrade. She thanked everyone for their diligence.

Mr. Werbner said if there is a desire to proceed, we would have to see if we could incorporate this into the non-referendum cap. It would need to be budgeted in now. It was decided that discussion on the fiber installation project will occur at the next Council's meeting. Mr. Racicot said they are now looking for guidance from the Council to see how they would like to proceed. The Council thanked the Board for all the work they have done and the presentation given.

Mr. Werbner continued his presentation by talking about the proposed conversion of the former Parker School to elderly housing. They are currently working with the Access Agency on this. A floor plan and traffic pattern were shown. Tolland does have a state grant for \$275,000, and construction grants are currently being worked on.

The FY 14-15 significant capital projects funded by the General Fund equal \$86,456: **Town Administration:** Phase II of the WPCA state mandated Facility Plan; **Public Facilities:** Pollution

abatement funding for work previously performed at Highway Garage, and continued phase in of funds necessary to pay for the Town's share of pollution abatement costs at the highway garage. The FY 14-15 significant capital projects funded by other sources were reviewed: **BOE: District Wide:** Security improvements to school buildings and **TIS:** building facade repairs; **Capital Equipment:** Replacement of 580 mower and truck #35; **Public Works:** Tree trimming; **Fire & Ambulance:** Replacement of Ambulance 640; **Streets & Roads:** Drainage Construction & Design; **Pavement Management:** Road Maintenance.

Slides were included in the PowerPoint handout showing:

- ~Significant projects in years 2 – 5 by all sources;
- ~Where we have been with regard to the contribution of the General Fund. It has been low, and is steadily coming down; and
- ~An equipment aging schedule for units assigned to Parks & Facilities garage.

Mr. Werbner commented that we do have a tremendous investment in our roads. The investment we must protect is \$132,100,000 (132.10 miles x \$1,000,000).

The PowerPoint concluded with a budget schedule showing important upcoming dates.

There was no public comment or questions.

- 3. ADJOURNMENT:** Rick Field moved to adjourn the meeting; Seconded by George Baker at 9:24 p.m. All were in favor.

Jack Scavone, Council Chair

Michelle A. Finnegan
Town Council Clerk