

**AVON TOWN COUNCIL
MEETING MINUTES
DECEMBER 6, 2004**

I. CALL TO ORDER

The special meeting was called to order at 7:30 p.m. in the Selectmen's Chambers by Chairman Hines. Members attending: Mrs. Hornaday, Messrs Carlson and Shea. Absent: Mr. Woodford

II. PUBLIC HEARING: 7:30 P.M. Sale of Donated House and Land, 345 Waterville Rd.

The Clerk read the call of the Public Hearing as follows:

“TOWN OF AVON
LEGAL NOTICE

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Town Council of the Town of Avon, Connecticut will hold a Public Hearing on Monday, December 6, 2004 at 7:30 p.m. in the Selectmen's Chambers for the following purpose:

To consider and permit all interested persons to speak on the plan of the Town Council to sell the property known as 435 Waterville Road being Parcel A consisting of 2.01 acres of land and containing a single family house as shown on a map entitled “Map Showing Division of Land Owned by Sara C. Foster 435 Waterville Road Avon, Connecticut Scale 1” = 40’ August 1998 prepared by Neriani Surveying – Avon, Connecticut.

A copy of the map referenced above is available for review in the Town Clerk's Office during normal office hours.

Dated at Avon, Connecticut this 19th day of November 2004.

Philip K. Schenck, Jr.
Town Manager”

The Attorney representing the purchaser would like to request the amount of purchase be withheld from the minutes until the time of actual closing, expected to be before the end of the year.

The Public Hearing was closed at 7:35 p.m.

On a motion made by Mr. Shea, seconded by Mr. Carlson, it was voted:

RESOLVED: That the Town Council authorize the sale of 435 Waterville Road, to close on or before December, 31, 2004, to Mr. Burnham in the amount of \$250,000.

Mrs. Hornaday, Messrs Hines, Carlson and Shea voted in favor.

III. MINUTES FROM PRECEDING MEETING

On a motion made by Mr. Shea, seconded by Mrs. Hornaday, it was voted:

RESOLVED: That the Town Council approve the minutes of the October 7, 2004 meeting as read.

Mrs. Hornaday, Messrs Hines, Carlson and Shea voted in favor.

On a motion made by Mr. Shea, seconded by Mrs. Hornaday, it was voted:

RESOLVED: That the Town Council approve the minutes of the November 4, 2004 meeting as read.

Mrs. Hornaday, Messrs Hines, Carlson and Shea voted in favor.

IV. COMMUNICATION FROM AUDIENCE - None

V. COMMUNICATION FROM COUNCIL

Chairman Hines reported he attended the Gifts of Love reopening in Old Avon Village. He read a citation, which he presented to them on behalf of the Town of Avon. Representative Witkos attended and presented a Citation from the General Assembly, and also presented a Citation from Governor Rell, who declared December 6th, Gifts of Love Day in the State of Connecticut. They are completely set up, everything is back to normal and they are operating. He reported they are a great asset to Hartford, New Britain, and Avon. It was a wonderful thing to see how they have responded to the fire, and how they are continuing, and they do it with a lot of volunteers.

Chairman Hines reported he attended a CRCOG Legislative Committee Meeting, and someone stated we had a lot of bad publicity in Avon, something about a 'high school coach', and with that, he got unanimous support from the people in the audience, who felt it was good that someone was standing up and saying what the parents were allowing was not good with regard to underage drinking. They understood the situation had to do with some parents, and how teachers have to follow certain rules, but it was a positive thing that we should all work to try to reduce drinking among the teenagers. Mr. Shea reported he would like to add, that the Superintendent of Schools, Assistant Superintendent, Board of Education, all of the Principals, Teachers and Coaches have done all they can and continue to do all they can to try to curb this kind of behavior. This is really a parent problem, that they are forced to deal with, and it is important to say that they have the support of the entire community in a very delicate situation.

Chairman Hines reported we had a letter from the Brighenti family regarding zoning changes, proposed by the Planning & Zoning Commission, with suggestions to us. We have received comments and letters from residents stating we should make changes to zoning, mainly to try to reduce the incoming population. He recommended to the Chairman and Vice-Chairman of the Planning & Zoning Commission delay action on these items until they do their work to update the Comprehensive Plan of Development. He would recommend that we send a letter to the Commission, that we would recommend these zoning changes coming up for consideration be put into the update of the Comprehensive Plan of Development, to be looked at in their entirety, within the next six months. Mr. Shea reported it is clear that there is a sentiment in Town, that is concerned about growth, but the Town Council represents the majority and the minority, and the conditions as they are right now, we have to give some time to the people that own large parcels of land, so that they can plan for any changes that we are going to make as a community, so it is best to put it into the Comprehensive Plan of Development. It gives the large landowners at least five to eight months, to plan for the future. Mrs. Hornaday questioned whether the community vote or has any input, aside from attending meetings, on the Comprehensive Plan. Chairman Hines reported they will be holding public hearings, and also bring back their recommendations to the Town Council for our comments, so we are going to have that opportunity and the Town has that opportunity by attending those public hearings. They can input now, or wait until they hear the recommendations come back from Planning & Zoning, but they will accept comments at any time.

Mr. Carlson reported we should look at this in full context of the Comprehensive Plan of Development, certainly do things that we can to curtail growth in the right way, but at the same time protecting the interests of people that are very large taxpayers. We can send a letter, and thank them, but at the same time we have to move in the right context, which is the overall Plan of Development.

Mr. Brighenti reported he appreciates the Town Council allowing him to write a letter, you have demonstrated you have a good grasp of the situation, as there are a few landowners who are affected by this. Our family being here for over 100 years, we realize that there is a need for open space, there are some beautiful areas that the Town is looking into purchasing, which is admirable.

On a motion made by Mr. Shea, seconded by Mrs. Hornaday, it was voted:

RESOLVED: That the Town Council authorize the Town Manager to write a letter to the Planning & Zoning Commission, thanking them for their continuing efforts to address zoning issues in fairness to all property owners and in a timely fashion, to be incorporated in the revised Comprehensive Plan of Development.

Mrs. Hornaday, Messrs Hines, Carlson and Shea voted in favor.

VI. OLD BUSINESS

96/97-32 Appointments, Update of January 1998 Facilities Maintenance Study Committee Report

On a motion made by Mrs. Hornaday, seconded by Mr. Shea, it was voted:

RESOLVED: That the Town Council appoint John Carlson to serve on the Facilities Maintenance Study Committee, as Chairman.

Mrs. Hornaday, Messrs Hines and Shea voted in favor.

98/99-96 Final Status Report and Discharge: Thompson Brook School Building Committee

On a motion made by Mrs. Hornaday, seconded by Mr. Carlson, it was voted:

RESOLVED: That the Town Council table this item to the January 6th meeting.

Mrs. Hornaday, Messrs Hines, Carlson and Shea voted in favor.

04/05-12 FY 05/06 Capital Improvement Program Budget Review

a. 7:30 p.m. Board of Education

The Board of Education presented their FY2005/2006 Capital Improvement Program Budget as follows:

Pine Grove Roof Replacement (1 st of 2)	\$ 298,000
Pickup Truck – 1 ton diesel w/plow (Thompson Brook/Pine Grove)	42,000
Roaring Brook School renovations (Room 200-213 - bathroom, ceilings, lights, toilets)	21,500
Track Resurfacing – Avon High School	35,000
Towpath Annex: Safety Upgrades (Electrical, heating, ADA)	<u>40,000</u>
	<u>\$ 436,500</u>

Mr. Thomas McNeill, Jr. of the Board of Education reported the items in the FY 2005/2006 CIP have been in the plan for several years but are somewhat sizeable compared to last year. The improvements are broken down by school.

Mr. McNeill reported with the Towpath Annex, we are approaching a time when we either have to use substantial funds for improvements, or relocate the offices of the Board of Education. Chairman Hines reported the Town Council is waiting for the update of the Comprehensive Plan of Development, which will indicate what they think would be a reasonable use of the area that Towpath School and Annex are located in. At that time the Town Council will probably make a decision as to what we will do with Towpath School and Towpath Annex. It will probably be six months before the report is completed then another six months to make that decision. The Annex with a new roof is a workable viable building, and according to the Superintendent a correct size for the Board of Education. Mr. Carlson questioned how much space do you have/need for the Board of Education. Dr. Kisiel reported the Annex is about 6,000 square feet, which includes 2,000 in the basement used primarily for storage. Therefore we will need about 4,500 to 5,000 minimum. Mr. Carlson reported commercial lease numbers for space would be good to have, as this is an economic decision, with \$195,000 planned over the next two years, comparing that versus leasing or renting commercial space.

Mr. McNeill reported the Pine Grove roof replacement in amount \$298,000, will be offset by a manufacturer settlement of \$98,000 plus interest earned, applied to the \$200,000 budgeted in 2004/2005. Mrs. Hornaday reported people need to know that roof replacements are a long term expense every few years, so that they understand by having advance notice, there is a difference between capital improvements and maintenance. Mr. Shea reported there is going to be pressure on all operating budgets as time goes on, and these roof projects are large and they are going to last only for a period of years, and with the increases in growth over the next five to ten years that we are going to be able to absorb these large capital projects, with roofs and open space, it is going to be a challenge.

Mr. McNeill reported the next item is track resurfacing for the high school, the contractor told us by year five if we did a resurfacing as a maintenance item, it would expand the life of the track much longer. Chairman Hines reported for many of these items they are maintenance but it is for the dollar value that they are in there. They look as if they should be part of the operating budget. Mr. Franzi reported if it is something that will preserve the life whether this year or spread out over a number of years, and it is a relatively small figure in relation to some of the other improvements, and would make it last 15 to 20 years. Mr. Carlson reported while it is a relatively low amount and on one hand it could slide in there relatively easily, the danger is that the Board of Education has trade-off between a track and a teacher, but also that \$35,000 for a track would be \$100,000 to replace it. Chairman Hines reported instead of getting organizations to fund new items, we may need help to take care of the infrastructure we have, that may be helpful.

Mr. Franzi reported the priority item is the Pine Grove School replacement in amount \$298,000, for an estimated \$598,000. Chairman Hines questioned whether they would want that completed this summer. Dr. Kisiel reported yes, at the end of this school year into July. Mr. Carlson questioned whether they could do their bid and spec work, and go out to bid prior to the budget year. The Town Manager reported on many of these projects the cycle has been to get the quotations sometime in the April/May timeframe so that we can make last minute adjustments up or down, and get an extension of 90 days until July 1st so that work can begin as soon as the budget's approved. Chairman Hines reported this is such an urgency that we ought to be moving ahead, earlier since we already have \$300,000 essentially set aside, we could have this is all subjected to getting approval on July 1st. The Town Manager reported we have at least 3 projects that are in that framework, that are second year projects, the roof, the fire department's SCBA equipment, and Building 7 renovations.

b. 8:30 p.m. Fire Department

The Vice President of the Fire Department presented their FY2005/2006 Capital Improvement Program Project Proposal as follows:

SCBA Replacement (2 nd half)	\$ 250,000
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Mr. Speich, Vice President Avon Volunteer Fire Department, reported the capital improvement program contains SCBA replacement in amount \$250,000, with another \$200,000 encumbered from last year. The first part of the project was to purchase fixed and mobile refill stations, the second is to purchase the replacement air packs, a high pressure version that is lighter in weight and meets the most recent safety requirements. The Town Manager reported we will not receive multiple bids on this, there are very few vendors of this equipment, they will be analyzing each of these vendors and come back with a recommendation, and it may not be the least expensive, their committee will be recommending the best equipment. It would be similar to the process we used for the ladder truck purchase. Chief DiPace reported when we are ready to purchase, we will ask the other communities around this area, who need to buy them, perhaps we can add more into that for better prices. The Town Manager reported he

suggested the Chief contact the CRCOG Regional Purchasing Council, to see if that would make any sense.

Mr. Speich reported the second part of our program is our water supply which we keep on the list. In 06/07 the Woodland/Pioneer Drive water line, there are many homes in there that do not have a water supply, but West Avon Road does, the intention there would be to run a water main back into the Pioneer Drive area to have one hydrant in that area. Chairman Hines questioned whether the Water Company is interesting in doing that, we should discuss it with them. Chief DiPace reported one of those houses had a problem, and they ran it part of the way in, it is a private road. There are a number of cisterns in the 07/08 through 09/10 budgets, Oak Bluff/Vermillion, Stony Corners and Bishop Lane/Cider Brook areas of Town. There have been quite a few cisterns put in on the mountain by the builders of new homes there. We are slowly getting cisterns in there with the help of CIRMA to make sure that builders either sprinkle or install cisterns which is working out very well.

Mr. Speich reported the last item on the list is Engine 11, replacement/refurbish in 09/10 which is our last cab over metal truck, diesel automatic, as it will be in the 20 to 25 years old range. It is used as a backup piece now, housed in Company #2, and it does respond to calls when it is not in for repairs.

The Town Manager reported it may be possible to start to move some of these things, as others have, into the borrowing area, borrow the money for the fire trucks, for roofs, for paving programs, do a \$1 million paving program rather than doing a little bit at a time. Another option is to try to capture as we did in the 1980's, if we have declines in debt service, to take that extra money and put it over into the capital budget, just as we have been able to fund these capital budget items over the past 20 years on a cash basis. There may be an opportunity in the forthcoming year to do it, what with the high school project, then the Library, and looking at some of these other projects, we are going to see the debt service spike up again. He reported we either are going to have to take one strategy or the another, to resolve them, because we are getting more and more water behind the damn, in not getting some of these done. The Town Manager reported we could come up with a plan that would incrementally increase that capital budget each year too, it has been about the same for the past 3 or 4 years. Mr. Carlson reported we now have 5 schools, a few years ago we had 4, then add in these other properties, we have to start looking at it in a different light, then we have an education job for the population.

Mr. Speich reported he would like to give the status on the Northwest Fire Station and Training Facility Study. The Planning Committee has been active studying that, and trying to establish requirements. The current fire station is in Secret Lake, we have real concerns about safety, for firefighters going in there and for the trucks coming out. From the standpoint of safety being one of the primary reasons, we would like to consider moving the station, to where it would provide adequate coverage to Secret Lake, and with expanding development on the west end of Town to provide better coverage. We have a two mile radius around each fire station for coverage, unless it is of a serious nature. We no longer have response by all companies, a new system in place. We would now like to go further with the study, and try to determine response times, from each station location to make sure that we have the Town adequately covered, which may require an outside vendor to do that. It gives you a little more accuracy as to where the stations need to be. Chairman Hines questioned whether that is really needed, you are not going to be able to pin down exactly where that station should go, it would be a function of somebody having some property, and be willing to sell. Chairman Hines reported the response times should be the same in that area as in any other, if we could find a property in that area, it would be fine.

Mr. Speich reported the other issue is the training facility, to increase firefighter safety through training, incorporating several training facility requirements. One option being considered is whether after the new fire station is built, to include the training facility at that station, a multiple use facility. Another

option would be moving into another location that would not be at a fire station but in an area less habitable; landfill, M H Rhodes, up against the woods and off to the back not having any homes around it. A training center near Fire Station #1, with the facilities that are already there, where we can commonly use it at the station, and more visible to the public where people could see the firemen training and good for volunteer attention, and for having new members.

Mrs. Hornaday reported anticipating that we all agree that we are going to be needing a new firehouse in a new location. We have to be looking for property, what kind of land area are we talking about. Mr. Speich reported a training facility might take up to 2 acres, then the fire station would be at least another two acres, a four acre site might work. Mrs. Hornaday reported one of the things that she likes about this 2 mile radius station area coverage, is that it completely covers Avon land, while almost half of the Secret Lake radius is outside of our community. Mr. Speich reported what you would want to do is to have all of the two mile radius' within the Town. With regard to the regional aspect, we have not yet contacted surrounding towns, to see whether they would be interested, we want to get our specifications together first. Mr. Shea reported if we could do something regionally with Canton, as Avon is not a large town, and every town does not need to have its own training center. Chairman Hines reported we have Found Land on Huckleberry Hill and other places too, you probably want to look at those parcels also. Mr. Speich reported we started looking at some of those, we have not finished as yet. Mr. Speich reported we would want a fire station on a main artery, as it would be easy access in and out with the trucks, the idea behind getting it out of Secret Lake is to get it out of neighborhoods. Mr. Shea reported the landfill area we own, is that not a place for consideration. Chief DiPace reported we are trying to consider infrastructure and having both the fire station and training center in one building, instead of having to deal with enough water to train with, dealing with fire apparatus, sewer system and enough water supply, and not the site itself. Chairman Hines reported it has a lot of merit, having one building to do both. Mr. Speich reported we still have a lot of work to do, the target we have is April of 2005 to present something to the Fire Department Board of Directors. Chairman Hines reported if we hear of any sites becoming available, we may need to have you in earlier.

c. 8:45 p.m. Library

The Library Director presented their FY2005/2006 Capital Improvement Program Project Proposal as follows:

Expansion of building & parking lot –	
Architect fees – start up costs	\$ 60,000

The President of the Library Board of Directors reported over the last years he has had the opportunity to talk with the Town Council on a number of occasions about this capital need and other needs of the Library. This year he would like to take the opportunity to thank the Town Council for your support in getting two properties that were so vital to this plan and the ability for the Library to meet its expansion goals. He further reported it worked out well, but not every Council would have had the foresight to act quickly and seize the opportunity to do it.

The Library Board Vice President reported we want the Town Council to know that within the last year and a half we have been successful in assembling a top quality board, ideally with the kinds of skills we need to meet the tough challenges we have ahead with the expansion project. As a Board we are taking important preliminary steps to prepare ourselves for the expansion project, trying to educate ourselves by taking advantage of the experiences of other towns who have had expansions to their libraries in the last several years. The State Library Board is offering a series of workshops at libraries who have recently completed projects, and many of our members and Library staff have attended several of them in the past year or so, where we have had the opportunity to meet those in charge of the renovations. It

has been tremendously helpful in thinking about all of the things that we need to put in place and plan for our project.

We have completed the planning phases, we are ready for the building committee appointments, in advance we have developed an RFP for an Architect, and are requesting \$60,000 from the Town for FY2005/2006 for start up costs for architectural fees. The first priority in the renovation is to increase seating for patrons of all ages, after the 1997 renovation not only are the chairs falling apart but we traded 10 study/research seats for 6 computer seats, the expansion calls for an increase in seats from 84 to 120, and increase in space for book collections, audiovisual materials, new formats and walking around space. We are challenged to serve the needs and satisfy the tastes of all age groups, the largest group are ages 41 to 50, next is 12 to 20. The door count which we have been keeping track of since 1991, shows 156,164 in 1991, then up to 220,229 in 2003, with projections of 222,168 in 2005, even with Farmington completing their library renovations, the numbers have not changed that much. There is only 360 square feet for the 1,410 students in grades 6-9 who use our Library, we anticipate to enlarge that space making it 1,600 square feet. We consider children's services a priority, with 369 programs and attendance of over 11,650, we have waiting lists of 100 a year for story time that cannot get into that age group program, presently we have 4,390 square feet, and would like to have 8,291 square feet. The next priority is to increase computer access and capabilities, 20 years ago we did not have computers, now for the public we have 22, with 18 staff access points, the projections over a 20 year period show we would need 47 public access points, and 25 for staff. We need a secured area for servers, LAN and telephone equipment, with 600 square feet for storage of equipment, back-up battery power, software, manuals, repair table and temperature controlled. Another priority is space for groups, our area for use by community organizations is 1,000 square feet, we propose a center for cultural enrichment and programs consisting of 2,000 square feet, with 150 seats, with room for performers and storage. We also need space for meetings and organizations, we are proposing 2 conference rooms to accommodate 12 to 15 people, and 2-4 group study rooms for up to 8, these would be quiet study rooms. There are additional priorities for space for Friends of the Library, a work area to run their activities that provide financial contributions to the Library, and additional work and storage space is needed to accommodate researchers and to house collection items properly by expansion of the Marian Hunter History Room. We need to improve and increase access to the Library by additional parking from the 59 available by expanding to 128, also a 24/7 access to the book drop is needed. Also a priority is expansion of staff work areas, which are too small and are shared by staff members and volunteers, we propose expansion of the 2,500 square feet to 6,000 square feet. Also needed is to integrate old and new HVAC systems to eliminate ongoing problems, and an upgrade of the security and fire alarm system.

The Library Director reported the need to expand the Library is now, and the Connecticut State Library guidelines indicate the Avon Library needs an additional 15,000 just to meet today's needs. The proposal contains an ultimate goal of 40,000 square feet, in public, staff and unassigned space. Chairman Hines reported one of the reasons we do not want to do an architects study today, because until we are ready to make the expansion, things could change quite a bit, construction ideas change, new materials become available, it should be when it is within a year, up close, to construction, and at that time we would also want estimates of costs. We should not undertake any type of architectural study for at least two years, until we know we are ready to go.

The Town Manager questioned if we moved ahead with this, whether it was next year or two years down the road, how many additional people you would need and what the increase in operational expenses would be. The Library Director reported she does not see how she can make that kind of a prediction, without knowing how the public spaces are going to be laid out.

Chairman Hines reported a lot may depend upon what comes out of the high school study, we should know a little of that early next year as to how big a program that is, it will have a big impact as to when we are going to be able to do a second project, that may help us define a little better when we want to do some of these things. Mr. Shea reported everyone knows it is a high priority, everybody has a great deal of value in the Library, but the high school is just sitting out there and we have to wait until that comes in to see how to layer the financing, which is the real issue. Chairman Hines reported when we have the Financial Advisor prepare the financial studies, we may have to put in a range of numbers for the library, because we do not know, but when you go from 18,000 to 40,000 square feet, that more than doubles, and we can come up with a pretty good number, we could ask the high school project's Architect for the range. Mr. Shea reported six months from now, we will at least have a better idea as to how the Town can absorb another major project, we would not want to compromise the Library project in order to do both things at once, and the high school project is going to be a difficult discussion and it will require the focus of everyone. The Library Director reported at one point there was talk of combining both into one bond issue. Chairman Hines reported at one time he was thinking that maybe we could do both, but the high school project has gotten so large and the library has gotten so large, so that he does not think we can.

VII. NEW BUSINESS

04/05-43 Supplemental Appropriation: \$3,409 Fire Department Kitchen

On a motion made by Mr. Shea, seconded by Mr. Carlson, it was voted:

RESOLVED: That the Town Council favorably recommends to the Board of Finance an appropriation not to exceed \$3,409 from Account #01-0390-43913 General Fund, Other Financing Sources, Undesignated Fund Balance to General Fund, Capital Improvement Projects Facilities, General Fund Capital Improvement Project, Facilities, Avon Volunteer Fire Department Co. #1 Kitchen Project, Account #01-8501-53035 and Capital Projects Fund (Facilities & Equipment), Town CIP-Facilities, Account #02-4829-53035 for the purpose of funding Co. #1 kitchen project with return of Avon Volunteer Fire Department encumbered funds.

Mrs. Hornaday, Messrs Hines, Carlson and Shea voted in favor.

04/05-44 Supplemental Appropriations:

Mr. Carlson questioned whether the request to take money from three accounts, totaling about \$16,000, then allocating those towards the acquisition of computers for Thompson Brook School are in their current operating budget. Dr. Kisiel reported they are not, they were last year, but were taken out. The Board of Finance recommended we come back to acquire those 12 laptops that we did not purchase through the Building Committee, which is needed to complete the inventory for the full use of the wireless mobile labs in the Library, students take them to their seats.

On a motion made by Mr. Shea, seconded by Mr. Carlson, it was voted:

RESOLVED: That the Town Council approve and authorize the transfer of balances in three Board of Education capital project accounts of previous fiscal years as follows:

- a. Avon High School Track - \$ 1,028.09
- b. Portable Classrooms - \$ 12,894.30
- c. Towpath Annex Roof - \$ 2,380.95

For a total transfer in amount \$16,303.34 to the Board of Education Capital Project Accounts for FY04/05 to be used for wireless mobile laptops at Thompson Brook School in the Library.

Mrs. Hornaday, Messrs Hines, Carlson and Shea voted in favor.

04/05-45 Set Public Hearing Date for Adoption: Ordinance #72 “Establishment of an Aquifer Protection Agency

On a motion made by Mrs. Hornaday, seconded by Mr. Carlson, it was voted:

RESOLVED: That the Town Council schedule a Public Hearing for January 6, 2005 at 7:30 p.m. to consider adoption of a new Ordinance #72 – ORDINANCE ESTABLISHING AN AQUIFER PROTECTION AGENCY, as required by the State of Connecticut.

Mrs. Hornaday, Messrs Hines, Carlson and Shea voted in favor.

04/05-46 Approve 2005 Town Council Meeting Schedule

On a motion made by Mr. Shea, seconded by Mr. Carlson, it was voted:

RESOLVED: That the Town Council approve the list of Town Council scheduled meetings for 2005 to

January of 2006, as follows:

Thursday, January 6, 2005	7:30 p.m. – Town Hall
Thursday, February 3, 2005	7:30 p.m. – Town Hall
Thursday, March 3, 2005	7:30 p.m. – Town Hall
Thursday, April 7, 2005	7:30 p.m. – Town Hall
MONDAY, May 2, 2005	8:30 p.m. – AVON SENIOR CENTER ANNUAL BUDGET MEETING
Thursday, May 5, 2005	7:30 p.m. – Avon Senior Center
Thursday, June 2, 2005	7:30 p.m. – Town Hall
Thursday, July 7, 2005	7:30 p.m. – Town Hall
Thursday, August 4, 2005	7:30 p.m. – Town Hall
Thursday, September 1, 2005	7:30 p.m. – Town Hall
Thursday, October 6, 2005	7:30 p.m. – Town Hall
Thursday, November 3, 2005	7:30 p.m. – Town Hall
Thursday, December 1, 2005	7:30 p.m. – Town Hall
Thursday, January 5, 2006	7:30 p.m. – Town Hall

Mrs. Hornaday, Messrs Hines, Carlson and Shea voted in favor.

04/05-47 Approval of Memorandum of Understanding with CRCOG for Administration of Homeland Security Funds and Activities

On a motion made by Mr. Carlson, seconded by Mr. Shea, it was voted:

WHEREAS, under federal law, the Town is eligible to receive funding from the FY2004 Homeland Security Grant Fund; and

WHEREAS, The Town of Avon has elected to administer the FY2004 Homeland Security Grant fund through a cooperative sub-state regional arrangement; and

WHEREAS, The Department of Public Safety, Division of Homeland Security (“DHS”), as the state administering agency of the funds, embraces the regional approach and is working with the designated recipients to implement the goals and objectives of the Statewide Homeland Security Plan; and

WHEREAS, the proposed allocation formula was presented to the Governor’s Domestic Preparedness Senior Steering Council for review and approval on May 19, 2004; and

WHEREAS, Following approval, municipal chief administrative officers were provided notification of the allocation award, a choice of designating the administrator of the award, and pursuant to federal guidelines, a Memorandum of Understanding for execution should the municipality select the State of Connecticut as the administrative agency; and

WHEREAS, for municipalities electing to administer funds through sub-state regional entities, further guidance was requested from the Office of Policy and Management (“OPM”), the agency of cognizance for such regional organizations, regarding the procedures and formalities necessary to distribute the funds; and

WHEREAS, OPM responded that there must be an authorizing resolution adopted by the legislative body and a written agreement between the regional planning organizations and the recipient municipalities; and

WHEREAS, additionally, requirements of the federal financial guide for grant recipients much also be incorporated in any agreement or authorizing resolution among grant recipients; and

WHEREAS, these include a requirement that all such arrangements must be formalized in the form of a Memorandum of Understanding between the parties involved.

NOW THEREFORE, Be it Resolved:

1. That the Town of Avon as the recipient of the municipal allocation of the 2004 Homeland Security Grant funds hereby approves of and designates the Capitol Region Council of Governments (“CRCOG”) administrator for all 2004 Homeland Security Grant funds allocated to the Town of Avon, and
2. That Philip K. Schenck, Jr. is hereby authorized to execute a Memorandum of Understanding between CRCOG and the Town of Avon and any other necessary documents or contracts on behalf of the Town as may be required by the State of Connecticut or the Division of Homeland Security.

Mrs. Hornaday, Messrs Hines, Carlson and Shea voted in favor.

04/05-48 Eagle Scout Proclamations

- a. **Robert Everett Alger, Jr.**
- b. **Jeffrey G. Geiger**

Chairman Hines signed the proclamations to be presented at the meeting honoring the Eagle Scouts on January 9, 2005.

04/05-49 Authorization to Pursue School Construction Project – Avon High School

Board of Education Chairman Roell reported a copy of the Avon Public School Education Specifications for the Renovations and Additions to the Avon High School is included. It was prepared and approved by Dr. Kisiel and the Board of Education at our October meeting. The next step is that we would like Town Council authorization to let the State Department of Education know that there is a possible building program out on the horizon. What we are required to do is give them a copy of the Education Specifications, and let them know that you have authorized a Building Committee and an Architect to prepare preliminary drawings. That does not mean that the Town has approved anything more, it would just get onto the watch list for State funding. We also prepared a proposed project time line which was discussed with Chairman Hines, also discussed was the possibility of trying to get a referendum before June 30th of this year. The State recently changed the requirements, and will not even consider funding until we have an approved referendum, after the referendum the paperwork would have to be filed with the State, then the earliest you would get funding would be one year later. Once we get funding, construction could begin in 2006, to have occupancy in 2007. If we wait until between July of 2005 and June of 2006, then we do not get funded until 2007, to have occupancy in fall of 2008. The projected enrollments now are at 889, going up to 927 by fall of 2006. The High School was built for 900, obviously we will work it through to whenever the school is completed, if the school is not completed by 2006 there would be the same pressures as with other schools, with portable classrooms and/or having it crowded for two or three years.

Chairman Hines reported all of this depends on when we start getting numbers from the Study that the Architect, Mr. Boos, is doing. The Town Clerk reported he indicated that the 2nd week of January they would have some figures for us. Chairman Hines reported if we get the information in January and study it in February, and decide that this sounds like something that we want to do, and start the education process with our residents, which is very important, then the June date is possible. We would not want to delay it again, and would not want it during the summer, so that forces us into the fall. What

we are really doing though, is to say that we are going for bonding, that is the referendum essentially. The Town Manager reported one of the things that we can do, in terms of the school application to the State for the funding, is that is not predicated necessarily in terms of the financing, we can raise our money ahead of time even if that happens to be delayed a second year. What we would be doing then, is getting reimbursed in the latter part of the bonding cycle, rather than in the middle or the beginning of it, depending upon the need. Chairman Hines questioned whether it is appropriate to start asking for these preliminary approvals. The Town Manager reported the building committee has seen the Education Specifications, they need to report back to the Town Council through the Architect as to exactly what they feel is a realistic construction schedule, and everything else for the project. Chairman Hines reported we need that report before we file. The Town Manager reported you can move ahead with it if you are comfortable with it, in terms of referendum timing, the only issue that the Town has ever really been concerned with is that they do not want it to occur during the summer, while people are away. We would have to either do it in the spring or early summer, before school is out, or in September or October when school is back, the issue would be how fast we can get the Architect to come up with the cost estimates and everything else. Chairman Hines reported that is what is going to determine whether we can meet this schedule or not, just how fast the Building Committee works, but if we can he would like to go with a June schedule, we would have to see if we could do it at this point.

Mr. Shea reported this is a great document, he is supportive of the project, it is needed and we should do more rather than less. But it is the middle of December, is this community ready, informed and educated enough about the high school project, we are, but are they informed enough? He further questioned if the Board of Education was ready. There is going to be a great deal of information deliberated in a very short period of time. The Chairman of the Board of Education reported the last two items on the chart, states – what information would the Town Council like to see, and what suggestions would the Town Council and Building Committee and Architect have. It would take a lot of effort, but we are ready to do it. Mr. Shea reported the first thing would be to let this document be available to anyone who would like to see it, it is a very well done document, the Architect, Mr. Boos, is a valuable resource of information. We had two budgets fail in the spring, and we now have less than 6 months to get this community informed, educated, and ready to go on what is going to be after his first layman's glance at this, and his opinion is that this is a larger project than we had anticipated, but well needed and he is supportive.

Chairman Hines reported the School Administration must lay out a schedule on the steps of educating the public, without that you would be premature going in June. Once we have the information from the Architect and it looks pretty good, and the Town Council and Building Committee say yes, we think we want to move on this schedule. Chairman Roell reported she has already mentioned this is coming up, to other people and boards. Chairman Hines reported we need many presentations, get the newspaper to help us advertise them. Chairman Roell reported there are several presentations planned, trying to address the needs, and hopefully more people will come

Mr. Carlson reported in the fall when we spoke with the Board of Education on the project, the Architect gave an overview, and rough renderings, at that point the discussions on the field behind the school was brought up. He expressed concern about that field, and it was eliminated, but there are a group of parents and neighbors, abutters of the property, that are concerned, and frankly think that the fields are there, so that has to be communicated to people. We need to alleviate that perception, because that group of potential supports could be going just the opposite way. Dr. Kisiel reported it is no longer in the plan, the Architect eliminated it. Mr. Shea reported there was no mention of lights at the multi purpose field. That will come up whether you do it or not, and if it is going to be placed in the project, we should plan for it. Chairman Hines reported one of the things that we asked the Recreation and Parks Committee to do, was to work with the Schools, so the Schools define their needs, the Town would

define their needs. One of the things that has to be in there is lights for the future, with more and more athletic programs, more male and female participation, it is realistic and something we can sell to the Town, in the long term. It has to get into that plan. Other towns have them, and the few times a year that they are necessary it works out, with the schedule that people have and want to go to games, we may need more at night. Mr. Shea reported no matter where lights would be, just as at the Little League fields, it has to have a set of rules that people adhere to, with certain activities that everyone adheres to.

Chairman Hines reported on this issue, we should wait until we hear back from our Building Committee, on their feeling on the Educational Specifications, before we send this letter into the State. Dr. Kisiel reported the Educational Specification means that there is one completed, the Educational Specification is an ongoing developing document, it changes in scope as you proceed. Chairman Hines reported then we can proceed with the request. Dr. Kisiel reported absolutely, all we have to say is that the Board does have an Educational Specification, it was approved, and the Town Council have authorized the Building Committee, we authorized some preliminary expenditures, and all we do is get a number so they know that eventually whether it be this year or next, they can expect from Avon a building project to come their way. Chairman Hines questioned whether that would help us to get the 25% reimbursement, and so forth. Dr. Kisiel reported he cannot answer that, but it would give some sense to the State of big projects they need to face over the next two years. Mr. Shea reported there is no down side to starting this process now. Dr. Kisiel reported he would need the Town Council to approve a motion, which he will submit to the State Board of Education, Commissioner Sternberg, and the Department of School Facilities, indicating that there is a project potentially coming to the State Board of Education.

On a motion made by Mr. Carlson, seconded by Mr. Shea, it was voted:

WHEREAS: The Avon Board of Education has recommended the construction of additions and renovations to Avon High School, and

WHEREAS: The Avon Board of Education has completed a comprehensive assessment of the need for the school project, and

WHEREAS: The Avon Board of Education has completed and approved educational specifications for the project, and

WHEREAS: The Avon Town Council has established a building committee for the proposed project, and

WHEREAS: The Avon Town Council has authorized the preparation of preliminary schematic drawings and cost estimates of the project,

BE IT RESOLVED: That the Avon Town Council authorizes the Superintendent of Schools to file an application for the school construction project for additions and renovations to Avon High School.

Mrs. Hornaday, Messrs Hines, Carlson and Shea voted in favor.

VIII. TOWN MANAGER'S REPORT/MISCELLANEOUS

The Town Manager reported the current status of funds for 10 Sunnybrook Road shows \$46,859 remaining out of the \$291,000 appropriation, with \$14,141 spent so far on the environmental study, hazardous abatement, demolition funds and legal fees, and \$230,000 spent for land & building funds.

The Town Manager reported the 175th Anniversary Commission has requested the Town Council purchase space in their booklet.

On a motion made by Mr. Shea, seconded by Mr. Carlson, it was voted:

RESOLVED: That the Town Council add to agenda Item # **04/05-50 Authorization to Fund 175th Anniversary Booklet Advertisement.**

Mrs. Hornaday, Messrs Hines, Carlson and Shea voted in favor.

04/05-50 Authorization to Fund 175th Anniversary Booklet Advertisement

On a motion made by Mr. Shea, seconded by Mr. Carlson, it was voted:

RESOLVED: That the Town Council authorize an advertisement on behalf of the Town of Avon in amount not to exceed \$400 in the 175th Anniversary Booklet.

Mrs. Hornaday, Messrs Hines, Carlson and Shea voted in favor.

IX. EXECUTIVE SESSION (Negotiations/Litigation)

On a motion made by Mr. Shea, seconded by Mr. Carlson, it was voted:

RESOLVED: That the Town Council go into Executive Session at 10:30 p.m.

Mrs. Hornaday, Messrs Hines, Carlson and Shea voted in favor.

On a motion made by Mr. Carlson, seconded by Mr. Shea, it was voted:

RESOLVED: That the Town Council come out of Executive Session at 10:45 p.m.

Mrs. Hornaday, Messrs Hines, Carlson and Shea voted in favor.

On a motion made by Mr. Shea, seconded by Mrs. Hornaday, it was voted:

RESOLVED: That the Town Council add to the Agenda Item #**04/05-51 Authorization to Sign Police Contract.**

Mrs. Hornaday, Messrs Hines, Carlson and Shea voted in favor.

04/05-51 Authorization to Sign Police Contract

On a motion made by Mr. Shea, seconded by Mrs. Hornaday, it was voted:

RESOLVED: That the Town Council authorize the Town Manager to sign on behalf of the Town of Avon the Agreement between the Town of Avon and Local 541, IBPO, Effective 07/01/2004 through 6/30/2009.

Mrs. Hornaday, Messrs Hines, Carlson and Shea voted in favor.

On a motion made by Mr. Shea, seconded by Mr. Carlson, it was voted:

RESOLVED: That the Town Council go into Executive Session at 10:46 p.m.

Mrs. Hornaday, Messrs Hines, Carlson and Shea voted in favor.

On a motion made by Mr. Carlson, seconded by Mr. Shea, it was voted:

RESOLVED: That the Town Council come out of Executive Session at 11:40 p.m.

Mrs. Hornaday, Messrs Hines, Carlson and Shea voted in favor.

VIII ADJOURNMENT

The meeting was adjourned at 11:40 p.m.

Attest:

Caroline B. LaMonica
Town Clerk