

**AVON TOWN COUNCIL  
SPECIAL MEETING MINUTES  
NOVEMBER 15, 2006**

**I. CALL TO ORDER**

The Special Meeting of the Town Council was called to order at 7:00 p.m. in the Selectmen's Chamber by Chairman Carlson. Members present: Mrs. Hornaday, Messrs Shea, Woodford and Zacchio.

**II. OLD BUSINESS**

**05/06-54 Review/Discussion/Set Public Hearing Date: Codification of Ordinances**

The Town Attorney reported over the past year we have been working on getting the Town Ordinances Codified, and are preparing a single loose leaf book that will contain the Ordinances, the Charter and most of the Town's Land Use Regulations and Town Council Policies. Two weeks ago we received a proof from the Municipal Code Corporation which reflected a great deal of discussion and input that we had given them over the past six or eight months. The proof totals approximately 650 pages which is about 150 pages longer than we originally projected because we chose to add certain regulations after we got their original quote, because it was generally felt that encompassing as many of the regulations as possible made sense for the Town. The proof includes the Charter, most of the Land Use Regulations and the Town Council's Policies, although the entire document is referred to as the Codification or the Code of Avon, the codification is really limited to the Ordinances, the Charter is not changed in any way it is simply reproduced and the Regulations by and large are not changed in any way they are simply reproduced. The Ordinances however have been substantially rewritten to eliminate inconsistencies, to eliminate any illegalities and to get rid of obsolete ordinances. After the hearing is held at your next meeting you will be asked to vote on the Codification, and assuming that vote if affirmative, then it will go back to Municipal Code which will complete the process. Focussing on the Ordinances, they have done a number of things with input from us, we have taken definitions where possible that exist in multiple ordinances and put them up front, eliminated any inconsistencies, eliminated duplications, eliminated obsolete and illegal ordinances. Substantively we have discussed this with you before, for example at the last meeting which we held on this, we agreed to eliminate the ordinance concerning alcoholic beverages because that is covered by State Law adequately, and the Avon Ordinance was virtually identical. Another example is we eliminated a portion of an ordinance relating to alcohol, which said it was a crime to be intoxicated in public because the courts have said it is not a crime to be intoxicated in public because alcoholism is viewed as an illness, however, we left in the provisions which say that if someone is intoxicated on public property, parks for instance, the police can remove them. There were a couple of Ordinances that purported to make violation a crime, Connecticut Law does not give municipalities the authority to make something criminal and impose criminal penalties. Those are the types of changes we have made.

Another important change that we made is that we have created a master penalty section which says that except as otherwise specified in a particular ordinance, each violation of an ordinance is punishable by a fine of up to \$250. Until recently in Connecticut it was \$100. which was the maximum for most of these general citation fines, the General Assembly changed that effective October 1, 2006 to go up to \$250. It does not mean that the Town needs to impose the maximum fine, but the way we have written it we have the flexibility to go up to \$250 except as otherwise specified in a particular ordinance. Rather than come before the Town Council to review them, we have not changed the existing fines in the Ordinances, we have created this catch all only for the Ordinances that do not specify the fine or for future Ordinances that you choose to adopt, and if you did choose to adopt a future ordinance with a fine provision you can specify whatever fine you want, if you did not it would be a fine of up to \$250.

Another thing that we have done in the draft is in most cases we have taken permit fees out of the Ordinance, and we have provided that they be handled by separate action, either by a Town Council Policy or a Regulation, this simply makes it easier for you to modify it, rather than have to amend it. One consequence of this though, is that we will have to have to adopt a new regulation or a Town

Council Policy to be effective as of the date of the Codification is effective, so that we do not have an interim period when we do not have a fee schedule, but we will take care of that.

The Town Attorney reported the next steps, we need to notice the hearing, in order to allow the public an opportunity to comment on that. Because this is such a voluminous document, after discussing this with the Town Manager, we will make sufficient copies available so that the public can view them, if they want, available in the Town Managers office. We will also make copies available for the Town Council so you can go through them, these will be marked so that you can see the changes that have been made from existing ones. Once the final Codification is approved, the Municipal Code Corporation should be able to turn the document around and give us final bound copies in about three weeks. In addition they will also be providing us with licenses and computer discs and computer programs so that the Town can put this on its program and other people can acquire them and put them on their computers. These new programs that we will have holding this data will be very searchable, and much easier for members of the public and members of the Town to search the Ordinances, the Charter and regulations, to find a particular topic or provisions they are interested in. There will be periodic updates, it is anticipated because, for example the Planning & Zoning Commission much more frequently amends its Regulations than does the Town amend its Ordinances, that we may update on a more frequent basis perhaps monthly, certainly quarterly basis for Planning & Zoning Regulations, Ordinance we may update less frequently simply because of the cost factor. But there will be information in the Code itself in the computer version and the hard copy that will show the dates through which it has been updated, so people will be alerted that they may have been modifications since the current version was finalized.

He reported there is one other thing that he talked to the Town Manager about yesterday, and that is the draft that they sent us two weeks ago, everything is the most recent date on materials included as of August 23<sup>rd</sup>. There have been some amendments to Ordinances that have been made since then and in addition we have done a very substantial rewrite of the Solid Waste Ordinance. The ordinances that currently exist are a hodgepodge having been put together over a period of years, perhaps decades in reaction to a number of events, for instance the CRRA and changes in State Law. We have been working with the Director of Public Works to modify the Solid Waste Ordinance, the modification is probably going to be in the neighborhood of 15 or 20 pages. It was our recommendation to the Town Manager, and he agreed and this reflects his discussions with Municipal Code, that we may want to ask them to go back and make those changes. That will probably result in a delay of three to four weeks in the final publication, so it would move it from the end of December which was the initial target date to perhaps the end of January. The reason we recommend this is that if we make these changes now, it should be somewhat less expensive, according to Municipal Code, than if we wait and do them the first quarter or the first semi-annual update. In addition it is such a significant change, especially in the Solid Waste Ordinance, that we think it is a good place to start and put that document in there.

A question was raised as to the Pension Plans. The Town Attorney reported as you may remember we modified the Pension Plan Ordinance probably two years ago, to provide to adopt the pension plans essentially by reference with the expectation that we would periodically amend the Ordinance to reflect the latest changes to the pension plans. But we decided that it was unnecessary to actually include them in the Codification itself, they would be several hundred pages and it seemed like an unnecessary expense and not something that most members of the public would feel a need to have in that book.

**06/07-02 CIP Budget Presentations**

**a. 7:30 p.m. Recreation and Parks**

The Director of Recreation and Parks presented the FY07/08 Capital Improvement Program as follows:

Parking Lot (2 <sup>nd</sup> ) Paved – Buckingham Road Recreation Area.	119,500
Tennis Court Lighting - Thompson Brook School – Construction	<u>60,000</u>
	\$ 179,500

The Director of Recreation and Parks reported he has with him Mrs. Roell, who is on the Parks and Recreation Committee task force for the Master Plan, along with Robert Meyers, to make a brief presentation on the parking lot and playground that was pretty much funded by our Capital improvement plan, the 07/08 plan has \$119,500 appropriated from surplus, with the intention of paying that from this next budget. The playground is under construction, the fencing bids have come in, the surveying has been done, work is being done on clearing the area for the parking lot. The parking lot will not be done until the spring, simply because there is not time to get the paving done.

We want to attempt to update the Town Council on where we are on the Master Plan. A couple of things have come up similar to the playground program, which accelerated a few things. One was a proposal from a group of people involved with the high school football program to light the football field at the high school. When that was brought forward, it was presented to the Board of Education to get their concurrence that this was a project worth looking at. After which they would come back to the Town Council and then that would be pending all regulatory approvals, primarily Planning & Zoning. Because we are in the Master Planning project, we all thought that it would be prudent to take a look at which site would best host the lights and we are sure the plan would propose a larger artificially surfaced field, that would be multi-use. We measured the high school site, looked at the plans, and involved Kaestle Boos Architects, John Wagner from Weston and Sampson, and wiggled the placement. The first diagram was the current site with the expansion areas, in order to expand the field area, and we came to the conclusion that the high school was not going to be able to host this larger facility. It would have involved moving a parking lot, if it could have been further to the east, it would have cut across the outfield and would have reduced the left center field and the outfield significantly. It would have involved retaining walls, reduction in the size of the multi-purpose field, and it would have required moving the baseball field. As a result of that we decided that was not going to work. In his capital proposal for the Thompson Road project, he eluded to the fact that we had abandoned the artificially surfaced site because it was not going to work. Because this is a work in progress things changed between the time he submitted that and Jeff Sundblade went to the Board of Education last night with concurrence from our task force, that they would go ahead and light the high school football field, because the advantages of doing it, and this group would like to raise the money and would like to do this project now.

Mrs. Roell reported it was determined that everybody has always said that when they play soccer on the high school field, it is a smaller field, it turns out that it is about 10 feet narrower. In talking with the Booster Club, the soccer people are okay with the idea that the field would be within the football field, within the track, the way it is now. This whole idea came up and has been talked about for many years, and every year after we do the sports week, it comes up cannot we do this permanently. This group asked if this could go into the Board of Education budget, she told them there is no way it is going into the Board of Education budget, even if you could convince the Board of Education to do it, there is no way it was going to get through the Town Council and the Board of Finance. The only way this could possibly work is if a public group could raise the funding privately, and then gift the lights and an artificial field, including something be done with the bleachers, as a three phase project to the Town. Everything would have to be done with Mr. Sundblade, Dr. Kisiel and the Town being in accordance with it all, and approved by Planning & Zoning Commission. The Board of Education questioned about the field and questioned the lights. They were concerned about the neighbors, making sure that the lighting has similar to Sperry Parks and stays right on the football field, and would not affect neighbors backyards or West Avon Road. The pros of having nighttime games, so that parents who do not have flexible work schedules can make it, so that students who are participating in other sports can attend, so that younger kids can make it. The soccer tournament games last week started at 2:00 p.m. no high school or elementary students could attend, and the number of parents was limited. The field is not big enough to do a maximum 225 foot field, which is maximum for a soccer field. The field could be about 74 feet wide within the track area, which is about 10 feet narrower than at Fisher, not the perfect world but certainly not worth the cost of pulling up the track, to fit in another 10 feet. The inside of the track is big enough to fit lacrosse, field hockey, football and soccer. Mostly soccer would play there, and

football could play night games, there certainly is interest, the ongoing maintenance costs of an artificial turf field are somewhat similar to the cost of maintaining a grass field.

The Recreation Director reported the cost of the maintenance of an artificial surface, is that it is filled with rubber pellets, different from astro turf, primarily in the playability. The high school field even with a limited number of activities happening there would indicate the field is gone.

Mrs. Roell reported normally we would have come to the Town Council in December with a formal presentation, but the Town Manager stated if the money for the lights was all raised privately it would end up being a gift that the Board of Education would have to accept and then because it was over \$5,000 the Town Council would then have to accept it. Therefore before we went ahead and did a lot of work, we would at least get a reasonable concurrence that the Board of Education and the Town Council would generally accept the gift if it gets to that point.

Mr. Shea reported he realizes how it got to this point, but how did the Board of Education or anybody at the Board of Education react to this idea with regard to the neighbors, he understands all of the technology, but who understands how the neighbors feel about this. Mrs. Roell reported several Board of Education members were very concerned about what the neighbors would feel, and wanted to make sure before it got much farther that neighbors would be involved with the process. Mr. Shea questioned whether anyone last night was expecting us to resolve this, if anyone felt that. Mrs. Roell reported no one felt that the Town Council would decide tonight, only if you felt it was the worst idea in the world, we would stop. Mr. Shea reported the way it was stated it sounded as if the Board of Education approved. Mrs. Roell reported no, the Board of Education just said it was an idea worth considering, we did not take a vote, just in concurrence it was to be at no cost to the Town or to the Board of Education. The people that spearheaded this discussion wanted the football field for their children who are in school now. She and the Recreation Director discussed this last week as part of the Master Plan with John Wagner, as we feel this is the logical spot for the field, and there is no real infrastructure there right now. So raising \$200,000 is reasonable, when you get all of the particular groups involved, and that is what it costs at the high school. Mr. Shea questioned whether it was their expectation to be able to raise the money and get this project up and going and have it up for say Labor Day. Mrs. Roell reported in their world they would love to have it, at Booster Club Meetings on Monday nights, they were asking me how much time would it take for this and that. She and Mr. Sundblade were both saying we are in uncharted territory here, it could take a long time or it could go fast, depending upon what happens, the football guys would love to have it lit September of 2007.

Mr. Shea questioned we are talking about a lot of things here, did anyone try to factor in the reality, if this were a perfect world we could do this. Mrs. Roell reported they are talking of a three phase approach. The Director reported first of all they are interested in the lights, lights are short term use item, to use the field inside the track as is for field hockey, soccer. When we were doing the master plan, we spent a lot of time doing this information diligently, we were in the process of identifying what was the perfect site for this, and then going out to see will it fit with the renovations. The people moving forward simply accelerated that process and put us out there sooner than we anticipated, and we found out no, it will not be a full size area, the infrastructure would have to be pulled, the track would have to be pulled up and moved to the M H Rhodes property, that would cost more. There were problems as he identified earlier that were not going to make it feasible to expand the field. So we concurred, but we are not sure that the other part of this will ever be accomplished, and that maybe a phased project here, all be it a little smaller to start with, but is a better step, and that is going to be part of the recommendation, if in fact the Town Council at least agrees that we should make this a part of the regulatory process. This came out quick because we did not expect it to move that quickly. The plan would include that area, but it just got accelerated.

Mr. Carlson reported we have been committed to a long range plan, which got pushed aside by a group of parents who are as aggressive in supporting their children as he is in supporting the long range plan.

Now we have this plan as the final because of the group taking it to the Board of Education, and now making it the final. We are thankful we have citizens who want to step up and raise money, but we also need to have a planning process. He is not saying this is not important but if we are saying this is the justification to undo the process, it has to be more than just football or one sport a week on it, and to not have all sports on it is senseless. The Director reported in fairness to the task force people, we were reacting to a group of people who came to us with the proposal, again we are in the process of doing the plan specifically for the reason you are explaining.

The Director reported the first part of the Master Plan are called early action items, such as some access points to the softball field, which was put behind the school contrary to the original plan, and one of the problems that we had there was maintenance issues, this is a quick fix to a problem which would give us a softball field, such as a gate and some other things that are small use for little money. The Thompson Brook School is another short money early action, which is the Tennis Courts which has appeared on that priority list contingent upon that grant, consolidating that baseball field which is being used for practice, turning it into a ball field that would be adjacent to Pine Grove which would take care of a multitude of problems that we are experiencing now by using the current facility. There is a plan that we have for the Huckleberry Hill School area, the basketball and tennis courts are all shot, to grind all that up and make that area parking, and move T-ball programs, which could be played in a small space, onto that facility from where they are using entire fields that now can be used for other purposes. Sperry Park has inadequate parking at its location.

The Director reported next is a longer term plan to address some serious field items. When we purchased the Simmons Family Farm in Fisher Meadows in 2003, we notified the Simmons Family Farm in 2003 of a five year notice, of the need for the field area to the north be available to us in 2008. The school has adopted a policy of putting less children on a team, fewer children on a team mean more teams and more fields, with soccer and lacross there are fewer fields available for smaller children. By expanding into this area, and consolidating this, we will recover two areas in the current structure at little cost. It would be an expansion of the existing infrastructure, it is relatively flat, and can be tied into other systems. We worked on a circular pattern for the parking this included going through the Old Farms School property, we have had some discussions with them about doing the circular pattern, they are receptive but have not given us anything definitive, so that is in the expansion of passive activities in the other part of the park. This has been in the planning stage for quite some time to expand the facility. The purpose of doing that would be to consolidate the soccer operation into a centralized area so that we could recover some of the areas for other purposes all over town. We have an ever enlarging youth activity program, lacross is growing in leaps and bounds. This is very preliminary.

Another area that would be identified as a potential site for an all purpose field, full sized, we also talked about taking this for tennis courts, with significant parking is at Fisher Meadows. We looked at Alsop Meadows, but the general consensus is getting onto that property will be cost prohibitive to expand it, and if we can move into a couple of these other areas, we do not need to expand there. Other items we have to talk about are restoration cycles for tennis and basketball courts, many need to be resurfaced and looked at. Pool painting is another item which is in the plan, not like we dealt with before where there was a problem with it, but it needs to be done in a five six year cycle that has to be recognized. Field lighting in the recreation areas, an expansion of the recreation area, according to the original plans which were approved for the site, with tennis courts up in that area. We are not sure where that would come in as a priority. That is where we are with the master plan, we are a lot further than planned, the first item came at us quickly and we had to respond to it. These items, everything that is on here, are not prioritized, we decided to present a draft. In January if the Town Council and the Recreation Committee will both look at it to prioritize, take some things out and put some in, a final draft can be completed.

Mrs. Hornaday reported when we first looked at this, she does not believe we were talking about merging the various athletic playing fields at schools with the Town wide recreation centers. Just working with the Board of Education in order to work together to direct events, not necessarily all parks

and recreation areas. We need to leave some areas the way they were for the residents, if the Boosters or Acorn people or whatever want to help out she does not feel negative about that, and for them to approach the Recreation Committee during their process is different than from a town-wide recreation plan where facilities are open to the public. To her a town wide program means the whole town, the Board of Education appropriately does not expect people coming into their areas while school is in session. She thought we would be talking about the town wide recreation areas available to the Town when school is open, and that those fields would not be open to the public. She would like it to be a little more clear as to what areas are open to the public and when. The Director reported originally we had come in with the idea of looking solely at the park areas. The Town Council commissioned us to look also at the Board of Education facilities as part of the plan. His recollection was to expand this to all facilities because outside of that few hours, we as Towns people do use everything that the Board of Education has in its inventory.

Mrs. Hornaday reported she believes we were talking working collaboratively, so that they are not working on something and the Committee is not working on the same thing, but she does think that the Town Plan should include town facilities, and the school projects should continue to come through the Board of Education as they have in the past, and not in the master recreational plan for recreational opportunities. Mr. Shea reported he understands, but we have so many recreational opportunities included on our school properties, such as baseball fields, football fields, soccer fields. He thinks what we should try to accomplish with this is to include school facilities, and the Director went at it exactly as he should have, exactly as he was instructed. As Mrs. Hornaday pointed out for the sake of discussion, something like Fisher Meadows, it is going to be headed by Recreation, it does not mean we are not working together it just means there are separate responsibilities, to identify them as such. The Director reported in terms of who is funding the projects, is what is yet to be determined. The field at Pine Grove School area, the Board of Education does not need improvement to it, but we do, it cannot be accessed during the day for maintenance by our crews, so that is taking an existing piece of our inventory out of use, so we would like to make minor adjustments to it so that we could use it. It is not an education issue, but it is for the Town. Mrs. Hornaday reported she is hearing what residents have to say about many things, and she does not want any misconception as to what we are talking about, as to what is being done, what is available, and what is available to the public all of the time.

Mr. Zacchio questioned whether we are saying they should not do this, or are we saying more work needs to be done. For himself he is in favor of this, but there is a lot more to it, with the neighbors, the funding, and it came at everybody quickly but should we say go forward with the turf and lighted area, for the \$200,000, but that will not do the turf field. The Director reported we have not worked that out yet, but this is clearly the best use for it. Mr. Zacchio reported another thing is if you want it in by 2007, it will not do any good except for the football program, and that is included as part of the master plan. The Director reported there is precedent for a naturally surfaced field to be lit and used by other sports, but it does radically restrict. Mr. Shea reported no one is saying no to this, the problem here is we will be going at this awkwardly if the neighbors are not included in this. Mrs. Roell reported the truth is they wanted to talk to neighbors a few weeks ago, but she stopped them, until the Board of Education made a decision on this, they are ahead of themselves talking to anybody. The Chairman reported as far as the Committee is concerned there is no next step, until after meeting with the neighbors to hear their concerns, beyond requirements for public hearings for Planning & Zoning Commission, these would be informational meetings, so that we get some sense as to what is going on. We simply say that we have to wait until these things are handled before getting people worked up because this may be going nowhere.

**b. 7:45 p.m Public Works**

The Director of Public Works presented the FY07/08 Capital Improvement Program.

The Director of Public Works reported he would like to begin with the Public Works facility improvements, a survey was done of all roofs, the summary report is as follows:

<u>Location</u>	<u>System Type</u>	<u>Year Installed</u>	<u>Age</u>	<u>S.F.</u>	<u>Leakage</u>	<u>Rating</u>	<u>Recommendation</u>
FireDpt. Co.1	Membrane	2006	new	6,550	Yes	Good	Inspection
FireDpt. Co.2	Shingles	2001	5 yrs		No	Good	Inspection
FireDpt..Co.3	Shingles	1990-1992	14 – 16 yrs		No	Good	Inspection
FireDpt. Co.4	Shingles	1998	8 yrs		No	Good	Inspection
Avon Pub Library	Shingles	1999	7 yrs		No	Good	Inspection
Landfill/Office	Membrane	1992	14 yrs	600	No	Fair	Restore
Landfill/Garage	Shingles						
Senior Center	Metal	1988	18 yrs		Yes	Poor	Replace
Building 1	Metal	unknown			No	Poor	Replace
Building 2	Metal	unknown			No	Poor	Replace
Build3 (Police/Admin)	Metal	1996	10 yrs		No	Good	Inspection
Build4(PolicePatrol)	Metal	1996	10 yrs		No	Good	Inspection
Building 5	Metal	unknown			No	Poor	Replace
Building 6	Metal	unknown			No	Poor	Replace
Building 7	Metal	unknown	1 yr.		No	Good	Inspection
Building 8	Metal	unknown			No	Poor	Replace
Countryside Park	Shingles	1995	11 yrs.	1,800	No	Good	Inspection
Pool House	Shingles	1999	6 yrs.		No	Good	Inspection
Public Works Facility	B.U.R.	1977	29 yrs.	21,600	Yes	Poor	Replace
*Buildings 1,2,5,6,8	Metal			17,375			Replace

The Director reported his CIP project recommendations are as follows:

Public Works Project Proposals:

PW Admin./Buildings & Grounds/Facility Improvements/Highway Division:

1989 7.58 CY Dump Tr w/plow&sander	180,000
1991 Flat Bed Dump 4X4 Truck	50,000
1995 1/2 ton Pick Up Truck	50,000
1995 Pick up Truck (4 W/D w/plow )	50,000
1992 7.58 CY Dump Truck (w/plow&sander)	180,000
2002 Heavy Duty Pick Up Truck	47,000
Wood Chipper	50,000
3 Ton Asphalt Roller	50,000
1995 Field Mower without trailer	49,000
P.W. Roof Replacement	334,000
Road Surface Improvements	591,360
P.W. Overhead Door	36,000
P.W. Facility Floor & Wall coatings	37,000
Salt Shed	25,000
Sidewalk Improvement Plan	100,000
	<u>\$1,829,360</u>

Highway Division:

Road service improvement

Renovations to Towns Major Roads

Hickory Hill Road

Darling Drive/Arch Road Connector

The Director reported the three Public Works facility improvement projects are a priority to be looked at, as well as the recommended roof repairs as the roofs are leaking, some right on top of tools and equipment. The question was asked whether he recommended these projects be incorporated in with the Town bonding process. Chairman Carlson reported yes, we would only want to do it that way, we

should never be bonding a few thousand dollars, add it all in there it might make sense. The Director reported either that or doing it over two or three years like everything else. Mr. Shea reported that would depend on the condition of the roads, we may sit here in March and say we have to get it done.

The Director reported we basically do not have a solid road service improvement plan. His recommendation would be to continue to fund this line item of roads in need of repair. He would like to go out with an RFP, he has been working with Engineering to develop a scope of what we would like to see, what we get for response to develop a comprehensive plan, to look at the infrastructure, the catch basins, drainage, road bases, guard rails, street trees, enter it into the GIS system to start coming up with a comprehensive plan to see how we are going to preserve our roads. Mr. Zacchio questioned it is going to cost a lot of money. The Director reported he would guess it would be between \$50,000 and \$100,000. The question was raised whether Town staff could do it. The Director reported years ago they tried, it was not successful. Mr. Shea questioned whether it would be possible to team up with Canton, Simsbury and other towns together, to commit to funding, maybe there would be some kind of economy of scale there. The Director reported he could check, but at his level he could not get much except that is a great idea, but trying to get it all to come together in this budget year may not be possible. We want to look at site lines, traffic counts, incident information and get a comprehensive plan. It is something that we can bring out for years, as to what streets are going to be being rebuilt out and what streets are just going to be overlaid. With GASBE 34, we are studying our infrastructure in terms of how much fuel we use, with the audit and the financial reporting, it is the storm water management, it is a substantial impact, some of it financial but more of it in terms of time allocation. The question was raised with regard to complaints about sidewalks in Town. The Director reported he has heard, especially along West Avon Road, the sidewalks are at the lowest point along road.

The Superintendent of Vehicle & Equipment, reported he was hired to save money for the Town, and he is working on it, by using a replacement plan which is updated with the use of each vehicle and it calculates out an estimated time to meet certain targets of the life cycle. This document is fluid because there are a lot of things that can happen in 12 months, that would change the scenario. With that said also looking at a technical inspection of these vehicles, those are the ones identified for the 2007/2008 Highway Division that were requested to be replaced, the total cost of those is \$657,000, which is not a small amount, but it is what we need to be cost effective for the operation and maintenance of the department. Mr. Woodford reported since you are new here, do you think we are doing the right thing by using stainless steel on our trucks. The Superintendent reported it came up during the process for the vehicle that we spec'd out and had authorization to purchase. We went back to the non-stainless steel body, for two reasons, one the stainless steel body was a \$4,000 extra charge to the vehicle. Metal strength of stainless steel is not equivalent to the level of strength of a regular rolled steel. When you are trying to keep costs down, they use a regular steel shell but the structural components are rolled steel, so when the structural components rust away you have a beautiful stainless steel shell, but it does not hold up. So we looked at that this year and decided there is cost savings, a wear and tear additional factor, but then again the Town has switched over to a treated salt material which is corrosion resistant, so that is going to help us also to extend the life of a regular steel body.

Under Equipment Options, because of the amount, he came up with a couple of options, one is your buy outright cash, which saves money, but budgets are getting tighter, equipment costs escalate and you cannot afford to pay everything with cash. There is a municipal lease program, and if you took the amount needed to purchase the equipment you needed in one year, and made three annual payments spanning three annual fiscal years, it would cost an additional \$38,900, you are making annual payments of \$229,634, but you are using the equipment you need today, without having the burden of paying \$600,000 right now. He also stretched it over five years, the interest payment, at 6.05% fixed, on that is an additional \$78,000, enough to purchase 1.5 small trucks, but the Town then owns the equipment for \$1.00. The other option is to implement an equipment replacement fund for future equipment and purchases, then use the proceeds of what has gone into that fund. What that means is that every agency and department would pay into this fund annually for the projected annual life cycle of any vehicle or



truck that is under their jurisdiction, than at the end of that life cycle the money has already been invested into this fund, and available to purchase the vehicle replacement.

The Fleet Manager reported our heavy duty highway plow truck inventory shows 80% of the trucks are 5 years or older of that 50% are ten years or older and 30% are fifteen years or older, the other 20% are under five years. If we lose one truck to maintenance, that adds to our operating costs and overtime, as streets will take more time to plow, with fewer trucks on the road. All of our pick up trucks are showing high mileage, for example one has 160,000 currently, many have a lot of rust points which are continuously checked for possible safety issues. We need to keep up with our replacement schedule. The wood chipper in the budget is needed, this is vital equipment, especially for emergency service after or during a storm. The reason we have a page and a half of tree work that needs to be done is because the wood chipper was constantly down for repairs, and now has been taken off line. He reported he would look at the rental companies, because they are doing basically what a lot of fleet or equipment managers would do, once they get all the depreciation for tax purposes, they retire equipment and sell it, but we would know the maintenance was provided.

The question was asked as to whether they sell the used equipment, once replacements are purchased. The Fleet Manager reported we look to sell surplus, one option we can do is when we look to replace we can put it in the RFP as a trade option, that helps also by quick disposal. The problem he found with that is he finds that usually you are not getting a good trade, they are just building up the other part of the bid, and we get it for what we normally would. The other thing is when we do sell equipment, we have the money returned to future replacement funds, to offset your other purchases, instead of treating it as a revenue in the general fund. Mr. Woodford questioned whether we could purchase with the Board of Education, for a savings from multiples. The Fleet Manager reported the problem is when we are ready to purchase one, are they ready, but we would inquire.

The Director of Finance reported as to the GASBE 34 funding, the tables have changed where they now want to show trend analysis and ten years worth of activity, and rating agencies will be looking at that, in terms of our CAFR and would be looking to see what our net assets are and how they are doing whether it is a favorable trend. Part of that would be for us to research and look at the possibility of setting up a reserve fund. She started some research on it with AAA communities locally to see if anyone is doing it and then we are expanded it to outside the State. She believes it is something that we should research regarding vehicles.

**c. 8:15 p.m. Engineering**

The Town Engineer presented the 2007/2008 Capital Improvement Program as follows:

Renovations to Town’s Major Connector Roads	200,000
Infrastructure Mgt. Plan – GIS	20,000
Renovation to Buildings 5, 6 & 7	1,350,000
Replacement Old Farms Bridge, Old Farms & Tillotson	2,000,000
Road Improvements Arch Rd/Darling Dr. Connector	150,000
Drainage Improvements	40,000
Reconstruction Old Farms/Thompson Rd-State Funded	<u>50,000</u>
	3,810,000

The Town Engineer reported last fall there were some proposals to look at Hickory Hill, it is probably one of our lowest volume roads in Town, probably one of our narrowest.

A resident of Hickory Hill reported the Town Manager recommended we become one voice and represent what we mutually want to have done, and we have done that, our group which is represented here have come to the Town Council with safety concerns. It is limited to just the north end of the street, widening it just the first 200 feet, with some work going another 100 feet would make a difference. And knowing that the Town of Avon has other more important issues perhaps we cut it

down to as small a project as we could make it. Not discounting that we have children going to school, people driving down there, state vehicles, town vehicles go down that road, as you know it is impossible to make a turn around there. In addition the Board of Education, or some transportation companies have refused to go up that road to service some of our children, other roads in Avon have that ability and that service. So we have taken upon ourselves to mail things to you, we have actually called some of you, and you have returned our calls and we appreciate that. We have some architecture background and some construction background in our group, but we do not know the codes and rules it takes to get something done, when that happens we would hope to be a part of that, as you are the experts.

The Town Engineer reported it is under the renovations to roads, actually we have generally carried this as one of the collector roads. The Town Manager put it in as a capital project, but it kind of got a life of its own, we did an estimate of a complete redo, he would not recommend that. He would go along with what they are talking about which is a minor renovation and improvements. It is a problem at the intersection and site line to the north. We would have to start with a survey, we have an old established highway line which does not establish where property lines are nor even Route 10. He would not recommend major improvements to town standards, their requests are reasonable, that is where we would proceed with intersection improvements part way up, there are site line problems, there is a pole part way up that may need to be moved it cannot be seen by someone who is not familiar with the road. Again normally in this program we try to do roads with large volumes, with major accidents, this would not be a total reconstruction. He spoke with the Director of Public Works to right now do some improvements, to improve the site line. The State would allow us to work in their site line, they are not going to do anything about it, but now we need to establish where the street line is, before we start anything. His impression is that the property owner right at the bottom to the north would cooperate. The Director of Public Works reported he went there this week to look at it, it is a beautiful street by the way, and in the few minutes he was there 15 cars went in and out so there is a lot of traffic there.

A resident reported her 10 year old waits for the bus every morning and she is concerned about the drainage issue, with ice buildup and snow, if they plow it, there is no place for her son to stand to wait. Another resident reported at the bottom, there needs to be some widening there. The Town Engineer reported yes, and at the bottom you cannot even get two cars or a larger vehicle in there, it is a possibility even to move that pole to the north that would really help, then we can really widen it out. There is some question on cost, normally on a Town roads the utility is responsible to move it at no cost, but this is on a State right of way, they may share in the cost or we may have to absorb the total cost.

The Town Engineer reported we can do some clearing at the bottom, with permission from the homeowner. He further reported we never did a final plan or anything to reconstruct the road, it is just a cost estimate. Mr. Shea questioned as a safety aspect what can be done within the next 4 weeks. The Town Engineer reported that is it, we are just going to work on widening the entrance, some grading to the north improve it as much as we can within a reasonable amount, then take a look at it, with some further improvements later on. A resident reported her son waits for the bus at the bottom, and the Board of Education makes him wait some ten feet from the intersection and you cannot see him from the entrance, please keep him in mind while any work is being done. The residents of Hickory Hill Drive thanked the Town Council for listening and responding to their needs.

The Town Engineer reported the Town Manager moved up the CIP project for the Darling Drive and Arch Road connector, which is now scheduled for 07/08, the project is estimated at \$150,000. The Town Engineer reported the replacement of Old Farms bridge over Farmington River including Old Farms Rd from Tillotson Rd to Rte 10 in the amount of \$2,000,000, is approved for state and federal funding. It is in final design, apparently it is a go in 2008/2009.

The Town Engineer reported buildings 5, 6 & 7 the major renovations we have discussed is to spread it over two years. We are preparing for firm costs to present it to the Town, for a possible referendum in May 2007, for approximately \$2,000,000. He further reported we need final figures so that we can get

final costs and actually go out and bid it, we have \$50,000 we are using to get firm estimates that will hold until after referendum, and it could come in much less as we did cut back on what we are doing with the project.

The Town Engineer reported \$20,000 is included in 07/08 for updating infrastructure management plan – GIS. This system is really impressive, we will be able to access data for all locations, we are now looking to put the maintenance into the system with this money with another \$20,000 in 08/09 for the data. GIS is a real powerful tool, once ready we will use it under different types of programs.

The Town Engineer reported drainage improvements are included, again that is something that we can do at Hickory Hill also, there many littler projects we have done. We are putting in \$50,000 for the Towns' share of Thompson Brook and Scoville, that is still in an environmental document approved by the state and federal government, the money is there but we cannot touch it. It is difficult we had to go through another wetlands delineation out there, hopefully these will tie together with the bridge project at the same time as there is a lot of material that can be used. There is a lot of alignment there and it needs to be maintained. We are going for 08/09 on the projects. The problem is that a lot of the projects that have gone up in cost for asphalt, concrete, etc. for construction, they are considerably above the estimates. A good portion of this is in the alignment, we have to keep the bridge open, construct a new bridge then switch over, over a very short time period. That is a substantial reduction in costs when you can do that, with traffic today that is a nightmare.

**V. NEW BUSINESS - None**

**VI. EXECUTIVE SESSION – None**

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

**RESOLVED:** That the Town Council go into Executive Session at 9:30 p.m.

Mrs. Hornaday, Messrs Carlson, Shea Woodford and Zacchio voted in favor.

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

**RESOLVED:** That the Town Council come out of Executive Session at 9:45 p.m.

Mrs. Hornaday, Messrs Carlson, Shea, Woodford and Zacchio voted in favor.

**VII. OTHER BUSINESS - None**

**VIII. ADJOURNMENT**

The meeting was adjourned at 9:40 p.m.

**Attest:**

**Caroline B. LaMonica  
Town Clerk**