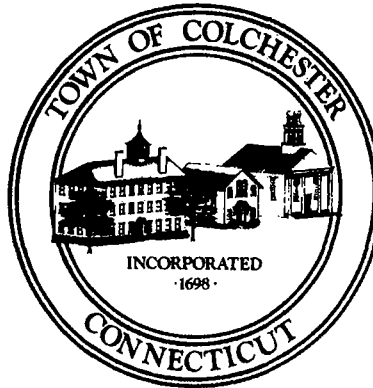


Linda M. Hodge



First Selectman

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COLCHESTER, CT
2008 OCT 21 PM 5:12

Nancy A. Bray
NANCY A. BRAY
TOWN CLERK

**Special Joint Board of Selectmen, Board of Finance
and Board of Education Meeting Minutes
Monday, October 20, 2008
Colchester Town Hall
Meeting Rooms 2+3 – 7:00 p.m.**

MEMBERS PRESENT: First Selectman Linda Hodge, Stan Soby, Greg Cordova, Rosemary Coyle, John Malsbenden, Bruce Hayn, John Ringo, Bill Hettrick, Ron Goldstein, Monica Swyden-Bolles, Michael Egan, Mary Lynn Burke, Betsy Ciccone, Tim Lamp, Don Kennedy

MEMBERS ABSENT: Mike Ryan, Brian Smith, Ron Crabb

OTHERS PRESENT: Mike Caplet, Greg Plunkett, Jon Sandberg, Walter Cox, Jesse McMinn, Diane Church, Pam Scheibelein, Ryan Blessing, Maggie Cosgrove, Dominique Demar, John Jones, Rob Esteves, and other citizens

1. **Call to Order:** First Selectman L. Hodge called the meeting to order at 7:00 p.m.
2. **Citizen's Comments:** None
3. **Discussion on CIP**
 - a. **Board of Education, including track:** Superintendent Karen Loiselle reported on the Board of Education's capital needs and the Bacon Academy track and field events study.

The Board of Selectmen, Board of Finance, and Board of Education members discussed the Bacon Academy track project and possible timelines for the project approval milestones.

First Selectman L. Hodge received concurrence from the Board of Selectmen members that a special Board of Selectmen meeting would be held to create a building committee for the Bacon Academy track project in order to get proposed figures finalized for the Board of Finance.
 - b. **Town, including fire truck:** First Selectman L. Hodge reported on the Town of Colchester Five Year Capital Improvement Program and outlined the priorities for funding, which include a fire truck to replace the current 26-year-old truck, a grader to replace the 40-year-old grader, and an excavator to replace the existing grader for which parts have been sought since April 2008.

The Board of Selectmen and the Board of Finance discussed options for addressing the priorities.

4. **Discussion of Possible Freeze on Town Spending:** First Selectman L. Hodge introduced this item to the Boards. CFO Maggie Cosgrove, who presented a complete overview of the Town's current financial state at each of the last Board of Selectmen and Board of Finance meetings, answered questions from the members. First Selectman L. Hodge discussed procedures in place to monitor spending. Chairman Bruce Hayn noted that this should continue to be reviewed on a regular basis to ensure that negative trends do not develop.
5. **Citizen's Comments:** None
6. **Adjourn:** B. Hayne moved to adjourn at 9:00 p.m., seconded by R. Coyle. Unanimously approved. MOTION CARRIED.

Attachments

1. Spreadsheet titled "Town of Colchester Five year Capital Improvement Program by Priority FY 1020 – 2014"
2. Spreadsheet titled "Town of Colchester Fire and EMS"
3. Document titled "Bacon Academy Track and Field Events Study", dated October 2008
4. Spreadsheet titled "Colchester Public Schools Significant Capital Needs – Prepared January 2008 Updated October 20, 2008"

Respectfully submitted,



Michael J. Caplet
Executive Assistant to the First Selectman

DRAFT - FOR DISCUSSION PURPOSES ONLY

Town of Colchester										
Five Year Capital Improvement Program by Priority										
FY 2010 - 2014										
Dept Priority	Dept		Total	Available funds as of 6/30/08	FY 08-09 Funding	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14
GENERAL GOVERNMENT										
1	AS	Revaluation - 2011 grand list	210,000	40,000	40,000	80,000	50,000			
2	AS	Revaluation - 2017 grand list	250,000					50,000	50,000	50,000
1	FA	Town Hall Facility	100,000			100,000				
3	FS	Land Acquisition/Open Space (ongoing)	255,590	130,590		25,000	25,000	25,000	25,000	25,000
3	FS	Old Firehouse Renovation	125,000	50,000		25,000	50,000			
1	IT	Technology Improvements (ongoing)	200,000			40,000	40,000	40,000	40,000	40,000
Total General Government			1,140,590	220,590	40,000	270,000	165,000	115,000	115,000	115,000
PUBLIC SAFETY										
1	CP	Early Warning Siren Replacement	293,600			73,400	73,400	73,400	73,400	
ASAP	FD	ET-228 Fire Truck (1982)	620,000			620,000				
ASAP	FD	Equipment for ET-228	80,765			80,765				
ASAP	FD	Paving Co1/fuel Tank Removal	95,216	15,216		80,000				
ASAP	FD	New Substation Co3	1,200,000			240,000	240,000	240,000	240,000	240,000
FY 2010	FD	R-528 Ambulance (2000)	220,000			110,000	110,000			
FY 2010	FD	CPR Compression Device	15,414			15,414				
FY 2011	FD	CPR Compression Devices	15,414				15,414			
FY 2012	FD	Fire Police Traffic Vehicle (1986)	30,000			10,000	10,000	10,000		
FY 2012	FD	Hose Tender 128 Fire Truck (1987)	300,000			100,000	100,000	100,000		
FY 2013	FD	ET-328 Fire Truck (1988)	620,000			155,000	155,000	155,000	155,000	
FY 2013	FD	Hydraulic Rescue Tools	60,000			15,000	15,000	15,000	15,000	
FY 2011	FD	Co2 Oil/Water Separator	4,000			2,000	2,000			
FY 2011	FD	Thermal Imaging Camera	15,000			7,500	7,500			
FY 2012	FD	Squad 128 (1997)	30,000			10,000	10,000	10,000		
FY 2010	FD	Carpet Replacement Co1 2nd Floor	8,000				4,000	4,000		
FY 2012	FD	Paving Co2	36,000			12,000	12,000	12,000		
	FD	Boiler & Furnace Replacement	52,500			52,500				
Total Public Safety			3,695,909	15,216	0	1,583,579	754,314	619,400	483,400	240,000

DRAFT - FOR DISCUSSION PURPOSES ONLY

Town of Colchester										
Five Year Capital Improvement Program by Priority										
FY 2010 - 2014										
Dept Priority	Dept		Total	Available funds as of 6/30/08	FY 08-09 Funding	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14
PUBLIC WORKS										
1	PW	Road Grader (1967)	100,000			100,000				
1	PW	Excavator (1998)	130,000			130,000				
1	PW	Dump Truck (ongoing replacement)	615,000			150,000	150,000	155,000	160,000	
2	PW	Paving box to replace drag box	55,000			55,000				
3	PW	F-250 Pick-up Truck (1995)	22,000			22,000				
4	PW	Asphalt Hot Box	18,000			18,000				
Total Public Works			940,000	0	0	475,000	150,000	155,000	160,000	0
COMMUNITY SERVICES										
1	PR	Rolling Stock	148,000			33,000	33,000	41,000	41,000	
2	PR	Safety Lighting	25,000			25,000				
3	PR	Commuter Lot Expansion	25,000			25,000				
4	PR	Tennis Court Resurfacing	15,000				15,000			
5	PR	Sports Field Irrigation	125,000				65,000	30,000	30,000	
6	PR	Sports Lighting	300,000			60,000	60,000	60,000	60,000	60,000
7	PR	Parks Garage Replacement	625,000			125,000	125,000	125,000	125,000	125,000
1	YS	Replace 1999 YSB Van	25,000			25,000				
2	YS	Replace 2003 YSB Van	28,000				9,000	9,500	9,500	
	SC	Senior Center - design costs	60,000			60,000				
	SC	Replace Senior Center van - grant matching funds	25,000			25,000				
	SC	Replace all windows - Senior Center	67,000			67,000				
	SC	Resurface Senior Center parking lot	14,000			14,000				
	SC	Install new electrical service - Senior Center	8,000			8,000				
	SC	Replace back door & install handicap accessible door	5,000			5,000				
Total Community Services			1,495,000	0	0	472,000	307,000	265,500	265,500	185,000
Grand Total			7,271,499	235,806	40,000	2,800,579	1,376,314	1,154,900	1,023,900	540,000

CHFD	APPARATUS	REPAIRS	COSTS
ET-228			
1982	AMERICAN LAFRANCE	BODY REFURBISHED	\$ 15,758.00
ENGINE TANK		STEEL WATER TANK REMOVED	
		WEDGE BRAKES TO S-CAM	\$ 4,000.00
RESCUE-128		ENGINE REBUILD	\$ 16,500.00
HEAVY RESCUE		HYD. TOOL SYSTEM	\$ 10,000.00
LADDER-128		TURBO BLOWER	\$ 11,089.00
		plus misc.	
ET-328		SUB BODY RE-CONSTRUCTION	\$ 10,644.00
ENGINE TANK		PUMP REBUILD	\$ 3,555.00
		ENGINE REBUILD	\$ 34,853.00
		TRANSMISSION SOLENOID	
		PRIMER SWITCH misc	\$ 7,932.00
ET-128		MINOR	
ENGINE TANK			
SQUAD-128		ENGINE ISSUES	
1997		front diff.	
TANKER-128		UNDER CHASSIS PIPING	corrosion
		ELECTROLYSIS	
HOSE TENDER-128		AFTER COOLER	\$ 20,350.00
		PUMP REBUILD	
SERVICE-328	1986	ENGINE ISSUES	
FIRE POLICE VEHICLE		FUEL TANK	
			\$ 134,681.00

LIFESPAN
YEARS

↑ 20

15
15
15
15
10
10
15
15

TOWN OF COLCHESTER FIRE and EMS				Feb-08			
<u>make/model</u>	<u>year</u>	<u>age</u>	<u>designation</u>	<u>engine</u>	<u>replace year</u>	<u>COMMENTS</u>	
American La France open cab	1982	26	engine tank 228	diesel	2002	body/watertank/needs brake sys.	
Simon Duplex/Young open cab	1988	20	engine tank 328	diesel	2008	recent pump/transfer case rebuild body subframe replacement	
HME/Central States	2001	7	engine tank 128	diesel	2021		
IH/Middlesex	1987	21	hose tender 128	diesel	2007	recent pump rebuild engine HP issues	
LTI/Simon Duplex	1997	11	ladder 128	diesel	2017		
Four Guys/ Kenworth	1992	16	tanker 128	diesel	2012		
Supervac/Simon Duplex <i>italic</i> FRONT LINE 7 AV.	1991	17 16.8	heavy rescue 128	diesel	2011	recent engine rebuild	
Chevy sub.	1997	11	squad 128	diesel	2012		
Freightliner step van	1999	9	utility 128	diesel	2019	BOUGHT USED engine rebuild	
F-550/Gowans Knight	2003	5	service 228	diesel	2018		
F-350	2005	3	forestry 128	unl. V10	2020		
IH/Horton ambulance	2007	1	medical transport	diesel	2017		
IH/Road Rescue	2000	8	medical transport	diesel	2010		
F-250 Chiefs vehicle	2008	0	command car 28	unl. V8	2023		
F-250/traffic Fire Police	1986	22	service 328	unl. V8	2001	MODIFIED	
	Fleet TOTAL	177 years	lifespan of each ambulance=10 years		lifespan of each service truck=15 years		
	Fleet AVERAGE	11.8 years	lifespan of each fire truck [frontline]=20 years				

BACON ACADEMY

TRACK AND FIELD EVENTS STUDY

OCTOBER 2008

M. R. Roming Associates, P.C.
Landscape Architects • Land Planners
224 Whiting Lane
West Hartford, Connecticut 06119
(860) 233-1265

BACON ACADEMY TRACK AND FIELD EVENTS

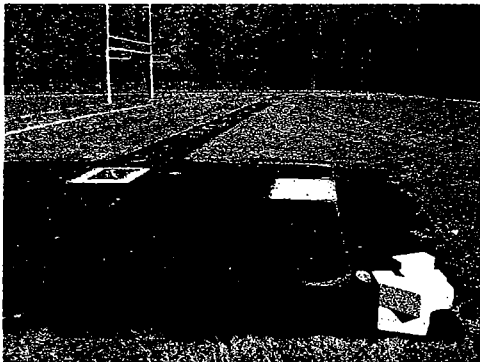
Existing Conditions:

The existing school site where the track was constructed is on wet, unstable soils, adjacent to existing wetlands. The topography had excessive grade changes which required extensive filling and cutting to facilitate the new track complex.

The existing 400-meter running track was built in 1993. The track has a two-course bituminous concrete base constructed on a gravel sub-base. The surface is a Tracklite rubberized asphalt product which was applied considerably less in thickness than the specified depth of one inch; it actually is about one-quarter inch thick, as observed. The present surface shows numerous patched areas, cracking, and peeling. Small trees have started to grow outside the track perimeter and their root systems are penetrating the track surface.



There are indications of some minor base failure which is evident by depressions in the surface. This could have been caused by admixture of the subgrade materials into the base. The existing plans did not call for underdrains in the base, which based on site conditions, is a must. The storm system piping for the interior playfield is perforated PVC, but neither the drawings or specifications indicate if geotextile fabric was used around the pipe or in the trench. This could be a potential cause of entrapment of subsurface water in unwanted areas.

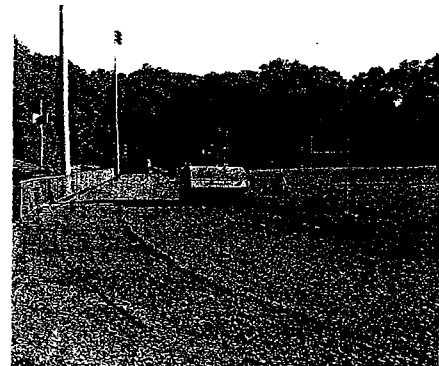


The sand landing pits for the long/triple jump are in poor condition and undersized. The pole vault pavement is not adequate in size to handle the new regulation safety pads. The runways on all field events have deteriorated surfaces. The discus pad and cage are located inside the track, but are unusually elevated to avoid the pole vault runway. The perimeter track fencing is in very good condition, except for a few heaved footings.

As we understand from discussions with school representatives, the track and field event surfaces started to deteriorate prematurely. As rough as it is, the resilient surfaces have survived far beyond the normal 10 year life expectancy, even though there appears to be some product and installation deficiencies.

Recommended Improvements:

All available existing plans and specifications were reviewed, and site visits were made to investigate the background of the original construction of the running track and field events. Through these investigations, it became quite evident that total reconstruction of the track and field events is necessary. The reconstruction of the interior playfield and storm drainage was not considered and presently is not part of this project.

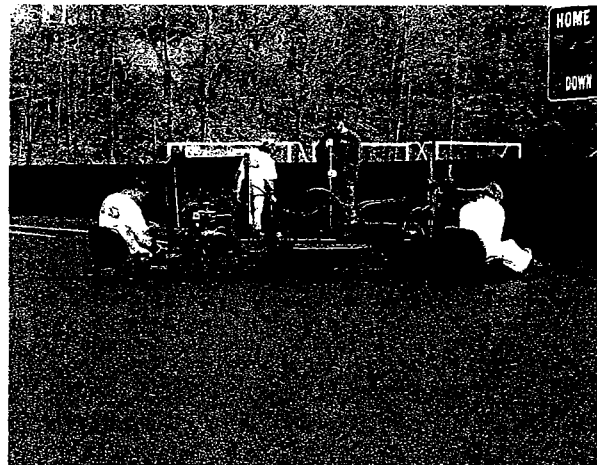


The existing problems below grade precipitated some of the failure of the paved surfaces. The pavement and base materials should be removed to subgrade and the subgrade checked for stability and compaction. If there is still movement in the subgrade, woven geotextile fabric overlays should be implemented wherever necessary.

A new perimeter interior underdrain should be installed in the track's granular sub-base to insure the extraction of any water from the sub-base. The sub-base preferably should be 18 inches in depth. On top of the thoroughly compacted sub-base, a three and one-half inch, two course bituminous concrete base shall be placed. The final course of resilient surface should be a one-half inch thickness of layered polyresin or polyurethane-coated rubber surface. These two surfaces are the most accepted and preferred high school level types. The final determination would be by the school based on resiliency, durability and cost. There is no visible aesthetic difference in the resilient surfaces.



Polyresin Surface Application



Polyurethane Surface Application

Minor modifications to the track layout may occur based on particular desires of the school, i.e. longer leg to give more room prior to the start line. The construction cost estimates take into account the extension of the straightaway and possibly increasing it from six to eight lanes. The expansion of the track to an overall 8-lane, 400 meter track is not economically feasible because of the steep grade changes and wetlands, and therefore is not offered as an option.

All the field events need to be totally reconstructed because of their deteriorated condition and due to the fact that they do not meet present safety issues or competitive National Federation of High School Associations (NFHS) requirements. There are two existing long/triple jump pits and one pole vault runway. The proposed budget calls for the reconstruction of the existing jump pits and pole vault event. It also includes the cost of an additional pole vault runway which was requested by the coaching staff.



Construction Costs:

Following are estimated costs for various options to be considered for the rebuilding of the running track and field events at Bacon Academy in Colchester, Connecticut. These costs are based on 2008 pricing with an adjustment noted for proposed construction to occur in 2009. An escalation factor of 10% per year should be applied for each year after 2009. It should also be mentioned that the large variations in oil prices in the past few years have greatly affected track construction costs. The bituminous concrete base and the resilient surface contain oil-based components. Pricing has been and could be affected by the oil market.

Option 1

Six-lane, 400 meter Resilient Running Track	\$372,950	
Two Pole Vault Runways	\$ 19,125	
Two Long/Triple Jump Runways and Sand Pits	\$ 15,700	
High Jump	\$ 38,250	
Discus Circle and Cage	\$ 13,000	
Shot Put Circle and Fan	\$ 3,400	
	TOTAL	\$462,425
	\$508,700	2009 Cost

Option 2

Six-lane, 400 meter Resilient Running Track	\$419,650	
with two additional lanes on straightaway		
Remove and replace fencing along straightaway	\$ 13,500	
Two Pole Vault Runways	\$ 19,125	
Two Long/Triple Jump Runways and Sand Pits	\$ 15,700	
High Jump	\$ 38,250	
Discus Circle and Cage	\$ 13,000	
Shot Put Circle and Fan	\$ 3,400	
	TOTAL	\$522,625
	\$575,000	2009 Cost

Alternate

Trench drain around interior edge of pavement		
for future Artificial Turf	TOTAL	\$104,000
	\$114,400	2009 Cost

Town Direct Purchase

Pole Vault Pads		\$ 18,000	
Materials for New Shed		<u>\$ 10,000</u>	
	TOTAL	\$ 28,000	
		\$ 31,000	2009 Cost

Soft Costs:

Additional soft costs associated with the track reconstruction project will also include design fees, survey costs, bidding costs, testing, general conditions and contingency. Design fees typically range from six to eight percent of construction costs. A T-2 survey of the existing conditions is necessary because of the precise slope requirements to meet NFHS standards. Bidding costs include printing of the contract documents and the legal notice advertising the bid. Testing during construction is necessary to assure proper compaction of the gravel base material and the bituminous surface and is paid directly by the Owner. Most, if not all, construction projects carry general conditions and contingency figures. General conditions are the contractor's cost to administer the contract, typically five percent of the cost. Contingency is an amount to cover unknown conditions, for instance, buried unsuitable soils, typically 10 percent.

	<u>Low</u>	<u>High</u>
Design Fees	\$30,000	\$40,000
Survey	\$ 2,500	\$ 3,000
Bidding	\$ 800	\$ 1,200
Testing	<u>\$ 1,000</u>	<u>\$ 2,000</u>
TOTAL	\$34,300	\$46,200

Referendum Budget Costs:

The Town should go to referendum with the "high" prices so the funding is in place and also to hedge against the inability to foresee future price spikes. Finally, round the "total" number to an even amount. Therefore, we suggest the following:

Option 1

Construction Cost	\$508,700	
Soft Costs	\$ 46,200	
General Conditions	\$ 25,400	
Contingency	\$ 53,400	
Town direct purchase	<u>\$ 31,000</u>	
TOTAL	\$664,700	Say \$665,000

Option 2

Construction Cost	\$575,000	
Soft Costs	\$ 46,200	
General Conditions	\$ 28,700	
Contingency	\$ 60,400	
Town direct purchase	<u>\$ 31,000</u>	
TOTAL	\$741,300	Say \$745,000

Even though artificial turf is not part of the program, a proposed alternate for installing a perimeter trench drain has been included for consideration. This would allow conversion of the interior field without disruption or damage to the new track. Adding the Alternate to either of the above results in the following:

Option 1 and Alternate

Construction Cost-Option 1	\$508,700	
Construction Cost-Alternate	\$114,400	
Soft Costs	\$ 46,200	
General Conditions	\$ 31,150	
Contingency	\$ 65,400	
Town Direct Purchase	<u>\$ 31,000</u>	
TOTAL	\$796,850	Say \$800,000

Option 2 and Alternate

Construction Cost-Option 2	\$575,000	
Construction Cost-Alternate	\$114,400	
Soft Costs	\$ 46,200	
General Conditions	\$ 34,475	
Contingency	\$ 72,400	
Town Direct Purchase	<u>\$ 31,000</u>	
TOTAL	\$873,475	Say \$875,000

Colchester Public Schools

Significant Capital Needs

Prepared January 2008 Updated October 20, 2008

Outdated Equipment

Fire Alarm Head Entrance Device for Bacon Academy	
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\$81,000

Federal OCR Violations at Bacon Academy

Complete Required Handicapped Accessibility Projects: >Multiple Paved Accessible Walkways to Track & Ball Fields >Handicapped Parking Area >Handicapped Accessible Toilet near Track/Fields >Handicapped Accessible Bleacher Area		
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Horn and Strobe Fire Alarm Devices for 40 Rooms		
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Handicapped Student Desks in Classrooms (40)		
--	--	--

Handicapped Accessible Sinks in Every Program Area (20)		
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In Process

Technology

Mounted LCD Projectors in BA/WJJMS Classrooms to Maximize Student Access to Technology 6-12	69,000	
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Funding for Ongoing Replacement of Classroom Computers as Specified in BOE-Adopted District Technology Plan	36,000	
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\$105,000

Bacon Academy Track Replacement

Excavation and Base, Two Pole Vault Runways Fine Grade and Pave, Two Long/Triple Jump Runway and Sandpit Surfacing and Lines, High Jump, Discus Circle & Cage, Shot Put Circle & Fan
--

First Estimate: \$450-\$550,000 (Construction Costs Only)

Second Estimate \$665-\$745,000 (All Project Costs)