

**State of the State/ State of the Town (*Interim report – December 2010*)**

State of the State:

\$3.5 billion budget gap each year for next three years. Total \$10 billion.

Pension fund nearing bankruptcy

Unemployment fund nearly insolvent

Governor-elect Dan Malloy states intention to hold ECS at current level (assumes that level includes amount provided by the ARRA funds)

General conversation is that municipalities should be prepared to accept 15% reduction in state revenue.

Questions: 15% of what base (including ECS or not)?  
What accounts/funds will experience the reduction?  
When will we know?

State of the Town:

Tax collections at or above last year's level

Grand list expect to be up a bit

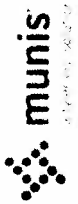
Fees collected for building permits up year over year, by month

Town Clerk fees are up over the prior year

The revenue accounts that may exceed budget estimates will be partially offset by interest on investments coming in under budget

Overall: For this fiscal year, it appears that revenues will cover expenditures as budgeted.

*Documents: Legislative issues (CCM, COST, HVCEO, my letter), Office of the Tax Collector report, State Revenue summary*



12/07/2010  
10:52:51

Town of Newtown

HISTORICAL ACTUALS COMPARISON REPORT

STATE REVENUE

FOR PERIOD 13 OF 2011

ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	2007-2008	2008-2009	2009-2010	2010-2011	CY REV BUDGET
002 SELECTMEN REVENUE						2010-2011
002 0094 ELD. TAX RELIEF - CIRCUIT BR.	-115,302.41		-118,018.60	-122,290.56		-122,290.00
002 0095 IN LIEU OF TAX-ST OWNED PROP	-1,050,820.94		-1,087,935.15	-968,666.88		-907,197.00
002 0097 VETERANS ADD'L EXEMPTION	-10,938.68		-10,161.60	-10,450.04		-10,450.00
002 0098 TOTALLY DISABLED	-1,657.90		-1,368.80	-1,757.25		-1,757.00
002 0099 IN LIEU OF BOAT TAXES	-8,987.66		-8,987.66	-4,604.97		
002 0104 TOWN AID FOR ROADS	.00		.00	.00		
002 0105 MANUFACTURERS - MACHIN/EQUIP	-232,642.52		-277,239.39	-263,553.22		-234,000.00
002 0109 MASHANTUCKET PEQUOT	-1,195,913.91		-1,252,314.18	-673,719.21		-242,996.00
002 0115 POLICE DUI PROGRAM	-39,957.95		-39,974.19	.00		-618,289.00
002 0133 MISCELLANEOUS STATE GRANTS	-48,325.24		-15,464.05	-35,828.68		.00
002 0135 LOCIP GRANTS	.00		.00	-202,347.75		-201,170.00
002 0155 CT_SCHOOL_BULLDING_GRANTS	-1,036,260.99		-994,454.05	-938,448.61		-963,512.00
TOTAL SELECTMEN REVENUE	-3,740,808.20		-3,805,917.67	-3,221,667.17		-3,201,661.00
003 BOARD OF EDUCATION REVENUE						
003 0146 EDUCATION_COST_SHARING_GRANT	-4,175,709.00		-4,387,367.00	-3,676,107.00		-4,309,646.00
003 0147 PUBLIC SCHOOL TRANSPORTATION	-143,695.00		-155,521.00	-100,004.00		-130,045.00
003 0148 NON-PUB SCHOOL TRANSPORTATION	-14,046.00		-16,983.00	-20,740.00		-15,625.00
003 0152 HEALTH SERVICES - ST. ROSE	-11,975.00		-11,839.00	-13,580.00		-11,500.00
003 0153 SERVICES FOR THE BLIND	-25,900.11		-3,495.89	.00		-3,500.00
TOTAL BOARD OF EDUCATION REVENUE	-4,371,325.11		-4,575,205.89	-3,810,431.00		-4,470,316.00
GRAND TOTAL	-8,112,133.31		-8,381,123.56	-7,032,098.17		-7,671,977.00

LESS ECS GRANT = 3,362,331

LESS SCHOOL BLDG = 2,498,819

15% OF 2,498,819 = 375,000

TAX COLLECTOR  
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## TOWN OF NEWTOWN

OFFICE OF THE TAX COLLECTOR

### DEPARTMENT HEAD REPORT – OCTOBER 2010

#### 1. Collections Comparison 2009 – 2010

July 2009 - CURRENT YEAR - \$43,281,456.00

PRIOR YEAR - \$65,471.00

July 2010 CURRENT YEAR - \$43,741,885.00

PRIOR YEAR - \$114,048.00

AUGUST 2009 CURRENT YEAR - \$2,994,047.00

PRIOR YEARS - \$31,396.00

AUGUST 2010 CURRENT YEARS - 4,028,710.83

PRIOR YEARS - \$16,821.40

SEPTEMBER 2009 CURRENT YEARS - \$359,052.68

PRIOR YEARS - \$21,475.27

SEPTEMBER 2010 CURRENT YEARS - \$321,689.00

PRIOR YEARS - \$9,073.13

OCTOBER 2009 CURRENT YEARS - \$208,692.00

PRIOR YEARS - \$15,868.57

OCTOBER 2010 CURRENT YEARS - \$273,484.00

OCTOBER 2010 PRIOR YEARS - \$30,674.75

SUMMARY: CURRENT YEAR COLLECTIONS ARE \$1,522,521.00 MORE THAN 2009  
 SUMMARY: PRIOR YEAR COLLECTIONS ARE \$36,406.00 MORE THAN 2009

TO: Jon Chew, HVCEO

FROM: Patricia Llodra, Newtown

DATE: November 29, 2010

SUBJ: For discussion with legislators

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Senate Bill No. 438, Public Act No. 10-111 is a very costly, but unfunded, state mandate. In Newtown, for example, it has been determined that an additional 11 teachers would be required to fulfill the conditions specified in the mandate. Given the average salary and benefits expense per teacher, the cost in today's dollars would exceed \$700,000. Added to that cost would be the monies necessary to deliver the program, such as for texts and materials.

While we applaud the state's interest in ensuring that all students experience high quality instruction in a rigorous curriculum, we are daunted by the potential cost for these reforms at a time when all towns are struggling with the tax burden required to support current educational and other municipal needs.

It is important to note that although the full requirement does not kick-in until the graduating class of 2018, schools must be prepared to deliver that program beginning with the freshman class of 2014. That means substantial additional staff and curriculum costs to be borne within a few short years.

Although I have positive views about the future of Connecticut's economy and a return to more stable and predictable revenues, I do not envision that our municipalities will be able to manage such substantial additional financial burdens as required by this Public Act. I hope the State sees its responsibility to not further burden towns with unfunded mandates and delays the implementation of this Public Act until such time as the State is more ready and able to provide the necessary resources to accomplish the desired ends.

***Substitute Senate Bill No. 438***  
***Public Act No. 10-111 33 of 58***

*(c) Commencing with classes graduating in 2018, and for each graduating class thereafter, no local or regional board of education shall permit any student to graduate from high school or grant a diploma to any student who has not satisfactorily completed (1) a minimum of twenty-five credits, including not fewer than: (A) Nine credits in the humanities, including not fewer than (i) four credits in English, including composition; (ii) three credits in social studies, including at least one credit in American history and at least one-half credit in civics and American government; (iii) one credit in fine arts; and (iv) one credit in a humanities elective; (B) eight credits in science, technology, engineering and mathematics, including not fewer than (i) four credits in mathematics, including algebra I, geometry and algebra II or probability and statistics; (ii) three*

*credits in science, including at least one credit in life science and at least one credit in physical science; and (iii) one credit in a science, technology, engineering and mathematics elective; (C) three and one-half credits in career and life skills, including not fewer than (i) one credit in physical education; (ii) one-half credit in health and safety education, as described in section 10-16b; and (iii) two credits in career and life skills electives, such as career and technical education, English as a second language, community service, personal finance, public speaking and nutrition and physical activity; (D) two credits in world languages, subject to the provisions of subsection (g) of this section; and (E) a one credit senior demonstration project or its equivalent, as approved by the State Board of Education; and (2) end of the school year examinations for the following courses: (A) Algebra I, (B) geometry, (C) biology, (D) American history, and (E) grade ten English. (d) Commencing with classes graduating in 2018, and for each graduating class thereafter, local and regional boards of education shall provide adequate student support and remedial services for students beginning in grade seven. Such student support and remedial services shall provide alternate means for a student to complete any of the high school graduation requirements or end of the school year examinations described in subsection (c) of this section, if such student is unable to satisfactorily complete any of the required courses or exams. Such student support and remedial services shall include, but not be limited to, (1) allowing students to retake courses in summer school or through an on-line course; (2) allowing students to enroll in a class offered at a constituent unit of the state system of higher education, as defined in section 10a-1, pursuant to subdivision (4) of subsection (g) of this section; (3) allowing students who received a failing score, as determined by the Commissioner of Education, on an end of the school year exam to take an alternate form of the exam; and (4) allowing those students whose individualized education plans state that such students are eligible for an alternate assessment to demonstrate competency on any of the five core courses through success on such alternate assessment.*



## CCM 2011 STATE LEGISLATIVE PROGRAM As of November 2, 2010

Below are legislative proposals adopted by the CCM Legislative Committee as part of CCM's 2011 State Legislative Program, as of November 2, 2010. They are grouped according to the CCM issue-area committee in which they originated.

### CHILDREN, YOUTH AND FAMILIES

1. **Develop a streamlined online process to increase communication between state, local and nonprofit agencies** that provide programs and services for children and youth.

This system would allow for increased collaboration and sharing of services/program ideas to address child-related issues such as, (a) child tracking, (b) early intervention and identification of mental health problems, (c) childhood obesity, (d) youth engagement and leadership, and (e) to support other matters relating to children in the state.

### EDUCATION

1. Establish a legislative committee to thoroughly look at the root causes of Connecticut's **achievement gap** (e.g. poverty, transience, truancy, etc.) and develop strategies to overcome these, rather than continuing to "band-aid" with new and costly mandates such as PA 10-11 (High School Reform) that only treats the symptoms and not the problem.
2. Modify the **Minimum Budget Requirement** and **Minimum Budget Expenditure** mandates to allow for changes in student population, increased cost efficiencies, and/or reduced state funding.

### ENVIRONMENTAL MANAGEMENT

1. Continue state support for "**incentive housing zones**" as a mechanism for directing affordable housing into the most appropriate locations – and – provide an **exemption for "environmentally sensitive" lands** from the affordable housing land use appeals process for municipalities that implement "**incentive housing zones**" within their borders.
2. Expand the use of **Clean Water Fund grants and loans** to include meeting **phosphorus reduction** requirements.

## LAND USE, HOUSING AND COMMUNITY DEVELOPMENT

1. Amend CGS 8-12a to **eliminate the provisions allowing treble damages against a zoning enforcement officer** who issues a citation if the court finds that such citation was issued frivolously or without probable cause.
2. Amend State *CDBG* **rules and regulations so they are no more restrictive than federal policy.**

## MUNICIPAL LAW, LIABILITY AND INSURANCE

1. Provide municipalities **priority lien status for past due property taxes on foreclosed mobile homes.**
2. Modify the requirements for posting legal notices in newspapers to allow municipalities the **ability to publish notice of the availability of a particular document on their website**, instead of having to publish the entire document.
3. Amend CGS 7-148v to **increase the threshold for requiring competitive bidding** from \$7,500 to \$15,000.

## PUBLIC HEALTH & HUMAN SERVICES

1. Establish a **Council within the Department of Public Health** (similar to the Council within the Department of Emergency Management and Homeland Security (created by CGS 28-1b) to ensure **local government public health representation** at the state level.

Such a Council could make recommendations about state policy on such things as:

- a. application and distribution of federal or state funds for public health;
  - b. plan implementation and coordination of state-wide public health systems;
  - c. assess the state's overall public health preparedness, policies and communications;
  - d. recommend strategies to improve public health policies; and
  - e. strengthen consultation, planning, cooperation and communication among federal, state and local governments.
2. Establish a **Blue Ribbon Commission or require the Program Review Investigative Committee to study and recommend best practices to promote healthy lifestyles among school-aged children** in Connecticut. Such a commission would (a) examine and identify community needs -- statewide, (b) pinpoint vulnerabilities and challenges, and (c) provide tangible guidelines for municipalities and regions to serve as a comprehensive approach for achieving unified goals regarding school age children's' healthy lifestyles.



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**THE VOICE OF LOCAL GOVERNMENT**

October 14, 2010

TO: CCM Legislative Committee

FROM: Michael Milone, Town Manager of Cheshire, Chair  
Scott Shanley, General Manager of Manchester, Vice Chair

RE: **2011 State Legislative Recommendations: Committee on Taxes & Finance**

Below are the recommendations of the *Committee on Taxes & Finance* for the 2011 State Legislative Program of CCM.

The recommendations are divided into (a) legislative proposals recommended for inclusion, (b) legislative proposal for support as opportunities arise, (c) legislative proposals recommended for CCM Board to consider as 2011 priorities, (d) legislative proposals referred to other CCM committees, (e) items recommended for CCM staff, and (f) other legislative proposals considered.

#### **Legislative Proposals Recommended For Inclusion**

- \* 1. **Make permanent – and maintain – existing real estate conveyance tax rates.** Towns and cities currently tax real estate conveyances at one of two rates: \$2.50/\$1,000 of sale price or \$5.00/\$1,000 of sale price (the latter rate is only available to distressed municipalities and towns with targeted investment zones). These rates are scheduled to sunset if no action is taken during the 2011 legislative session. The legislature enacted the current rates in 2003, when state aid was dramatically reduced. Municipalities required a new revenue stream to prevent severe cuts in local services or steep hikes in property taxes. Local governments are in the same, if not worse, predicament today as they were in 2003. The current economic crisis in Connecticut is compounded by the fact that the 2003 mid-year cuts were never fully restored. If the rates sunset, local governments will lose approximately \$20 million in non-property tax revenue.
- 2. Amend Public Act 10-171 to **clarify that wireless telecommunications companies** that had been assessed by the State, but are now to be assessed by municipalities -- **will continue to pay their taxes in the same year** in which the property is assessed (i.e. if on 10/1/10 grand list, they pay in FY10-11).
- 3. Allow municipalities that are scheduled to conduct a property revaluation in 2011, **the option to delay that revaluation for at least one year**, as a reasonable response to the uncertainties of the current market. A similar option to defer was passed by the legislature in 2009.

#### **Legislative Proposal for Support as Opportunities Arise**

- 1. Support the Connecticut Tax Collectors Association proposal to amend state statutes to stipulate that the DMV block the registration of vehicles when the owner has five or more delinquent parking tickets cumulative and statewide [presently must be five in one municipality].

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\* Because item is a state-funding proposal, it will be referred to the CCM Board of Directors for recommendation to the Legislative Committee.



## **Legislative Proposals Recommended for CCM Board to Consider as 2011 Priorities**

1. Maintain the level of funding for ECS by appropriating from state funding the \$271 million per year that was paid using federal funds during FY10 and FY11.
2. Hold local property taxpayers harmless via (a) revenue diversification that allows municipalities and regions to levy certain optional taxes; (b) comprehensive reform to existing tax structures; and (c) sustaining levels of non-education state aid to municipalities.
3. Enact a statutory prohibition against new, unfunded state mandates during the recovery phase of this unprecedented recession. Provide relief from current unfunded state mandates – either by refinement or postponement – as outlined in various CCM policy reports.

## **Legislative Proposals Referred to Other CCM Committees**

1. Refer proposals to the CCM Committee on Municipal Labor Relations: (1) means to improve the process of local binding arbitration such as, (a) making the process for municipalities the same as that for the State, and (b) prohibiting arbitrators from including municipal fund balances under 10% in determining a municipality's ability to pay; and (2) reforming negotiation procedures by which municipalities provide post-employment (retiree) benefits for people hired after 1/1/11. That is, allow municipalities to establish defined contribution plans in lieu of defined benefit pensions and allow them to require retirees to go on Medicare as soon as they are eligible.

## **Items Recommended for CCM Staff**

1. Establish a CCM Task Force on Regional Cooperation for purposes of coordinating municipal concerns and recommendations.
2. Examine the list of state-mandated property tax exemptions, per C.G.S. 12-81, and provide CCM members with examples and clarification on definitions that determine such exemptions.
3. Make the point in written material and oral presentations that all cuts to municipal aid – including general government aid – will result in cuts to local education.

## **Other Legislative Proposals Considered**

1. Return to a revaluation schedule of once every ten years.
2. Allow towns to plow state roads in their towns (not major highways) and then to be reimbursed by the State.
3. Establish sales-tax free zones in downtown urban areas.
4. Require the State to adhere to the same accounting standards as municipalities.
5. Implement tax reform proposals as recommended by State Blue Ribbon Commission.



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**THE VOICE OF LOCAL GOVERNMENT**

October 27, 2010

**TO:** CCM Legislative Committee

**FROM:** Susan Bransfield, First Selectman of Portland, Chair  
Richard Matters, First Selectman of Franklin, Vice-Chair

**RE: 2011 State Legislative Recommendations: Committee on Public Safety, Homeland Security & Code Enforcement**

Below are the recommendations of the Committee on Public Safety, Homeland Security & Code Enforcement for the 2011 State Legislative Program of CCM.

The recommendations are divided into (i) legislative proposals recommended for inclusion, (ii) legislative proposals recommended for support as opportunities arise, and (iii) other legislative proposals considered and for CCM staff research.

**Legislative Proposal Recommended for Inclusion**


1. *Eliminate the duplication of state-mandated training requirements and maximize limited local funds:*
  - a) Amend state statutes [CGS 28-25b and CGS 28-30] to relieve POST-certified police officers who are already trained to a minimum Medical Response Technician (MRT) from the mandated training requirements of a "telecommunicator". The requirement that all POST-certified police officers must also attain and maintain "telecommunicator" status is redundant and costly; and
  - b) Exempt any PSAP which contracts with an entity, defined in CGS 28-25b(g), to provide "medical interrogation, dispatch prioritization, and pre-arrival instructions" [per CGS 28-25b(g)(2)] from the statutory training and program requirements. It is duplicative and cost-ineffective to provide local dispatchers with EMD training if their PSAPs already contract out EMD service.
2. *Repeal the state mandated threshold [54-36a(b)(1)] that requires local police officials seize and store (as evidence) stolen property valued over \$250. Repealing this mandate would relieve local departments of significant administrative burdens (i.e. log, storage, and inventory of such items) – as well as permit rightful owners access to their property.*
3. *Amend CGS 26-263 to allow municipalities to charge fees for inspection and approval services as required and regulated by the fire and building codes.*

## **Legislative Proposals Recommended for Support as Opportunities Arise**

1. Enhance local public safety by *allowing municipal police departments the option to utilize photographic traffic enforcement technology*. To accomplish this, amend state statutes to include various traffic infractions to the list of registered owner - presumed operator violations. Current law in Connecticut does not enable law enforcement officials to effectively use such technology to apprehend traffic violators and ultimately make roadways safer.
2. Amend CGS section 14-18(a) to *reinstitute the display of the expiration dates of motor vehicles' registrations on the middle of rear license plates*. The absence of this practice is an impediment to the police detection of unregistered vehicles, as well as of crimes incidentally discovered due to an "expired registration stop." Reinstating the display of registration stickers could also serve as a boost to local tax collection and revenue.
3. *Allow municipalities the option – via regional and local boards of education -- to require school bus companies to conduct background checks on drivers* that have changed companies and/or municipalities in which they drive.
4. *Allow municipalities to adopt, by ordinance, requirements for water supplies* for hydrants and cisterns.

## **Other Legislative Proposals Considered and for CCM Staff Research**

1. Obtain utility pole information, from utility companies, for the purposes of more efficient emergency responses.
2. Regulatory changes to EMS recertification process.
3. Establishing a registration and identification process for all-terrain-vehicles (ATVs).

 E-Mail This Page

## HVCEO LEGISLATIVE AGENDA

### 2011 SESSION



#### **A. PRIMARY HVCEO CONCERN:**

**--- PREVENT CUTS TO MUNICIPAL REVENUE**

#### **B. OTHER HVCEO CONCERNS:**

**--- SUPPORT POSITION OF HRRRA**

**--- MAKE PUBLIC UTILITIES COOPERATE WITH PUBLIC WORKS**

**--- DESIGNATE REGIONAL TRAINING FACILITY FOR FIRE PREPAREDNESS**

**--- PUT SOMEONE AT HELM ON TICK CONTROL**

**--- NO BOUNDARY CHANGE FOR HVCEO**

**--- MAINTAIN PUBLIC TRANSIT SERVICES**

**--- PRESERVE VAUGHN'S NECK IN CANDLEWOOD LAKE**

**--- I-84 TOLL PROPOSALS MUST ADDRESS IMPACTS**

**--- IMPROVE 8-30G FOR AFFORDABLE HOUSING**

**--- RECREATIONAL LIABILITY PROTECTION**

### STATUTES AND LEGISLATION

[CT General Statutes](#)

[Legislative Document Search](#)

CT Office of Legislative Research

### WEB SITES OF LEGISLATORS

#### **SERVING BETHEL:**

Senator Toni Boucher

Senator Michael McLachlan

Representative Daniel Carter

Representative David Scribner ✓

#### **SERVING NEW MILFORD:**

Senator Andrew Roraback

Representative Richard Smith ✓

Representative Clark Chapin

#### **SERVING BRIDGEWATER:**

Senator Robert Kane

#### **SERVING NEWTOWN:**

Senator John McKinney

Representative DebraLee Hovey

## MEMBERS OF THE COUNCIL

Members of the Council are the ten chief elected officials in the area, two mayors and eight first selectman.

They meet monthly except during the summer months to supervise regional planning efforts, conduct workshops, and exchange information to improve municipal management.

Some meetings are dedicated to dialogues with state legislators, state agency staff, emergency planners and social service agencies.

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Member since 12/2009

**Alternate: Selectman Richard Straiton**

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Member since 9/1982

**Alternate: Selectman Curtis Read**

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**Alternate: Jerry Murphy**

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**Chief of Staff Wayne Shepperd and  
Planning Director Dennis Elpern**

**JOHN E. HODGE**  
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**Alternate: Selectman Susan Chapman**

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**Alternate: Administrative Assistant  
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**Alternates: Community Development  
Director Elizabeth Stocker and Director  
of Public Works Frederick Hurley**

**NATALIE T. KETCHAM**  
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**Alternate: Selectman Julia Pemberton**

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Member since 12/1999

**Alternate: Selectman Barbara Manners**

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**Alternate: Selectman Kate McConaghy**

Representative Arthur O'Neill

**SERVING BROOKFIELD:**  
 Senator Andrew Roraback  
 Representative David Scribner ✓

**SERVING DANBURY:**  
 Senator Michael McLachlan  
 Representative Daniel Carter ✓  
 Representative Janice Giegler  
 Representative Robert Godfrey ✓  
 Representative Joseph Taborsak

**SERVING NEW FAIRFIELD:**  
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 Representative Richard Smith  
 Representative Janice Giegler

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 Representative John Frey

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 Representative Richard Smith ✓

**A. PRIMARY HVCEO CONCERN**

**PREVENT CUTS TO MUNICIPAL REVENUE**

**Timeliness:**

State budget approval timed to mesh with the municipal budget approval process is key.

**Pressure on Property Tax:**

Funding cutbacks to towns and cities shift the tax burden from the state level to the local level. Please don't pass legislation that forces up local property taxes. That tax has enough pressures already.

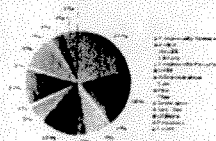
**TAR, LOCIP and STEAP:**

Maintain Town Aid Road (TAR), Local Capital Improvement Program (LOCIP), and Small Town Economic Assistance Program (STEAP) funding, as these are valuable resources for municipalities.

**Real Estate Conveyance Tax:**

The 2003 increase in this tax for municipalities from 0.11% to 0.25% was scheduled to revert back to 0.11%. But deadlines have been extended repeatedly and most recently to 6/30/2011.

The value of local real estate is maintained by the municipal services funded by this tax. We request that you make the 0.25% figure and the extension permanent.



**Municipal Taxing Authority:**

Connecticut law prohibits local taxes except for property and real estate conveyance. Empowering municipalities to levy some additional taxes will need to be part of the

overall legislative budget package. Also consider an increase in the hotel room tax and sharing with municipalities.

**Maintain Manufacturing Equipment  
Property Tax Abatement Reimbursement:**

The process by which municipalities are reimbursed by the State for their tax abatements on new manufacturing equipment is growing weaker. Recognize that this funding process remains a key competitive tool for Connecticut's development.

**MORE Commission on Regional Efficiency:**

HVCEO will work cooperatively with the House Democrat's **MORE Commission** (Municipal Opportunities and Regional Efficiencies), a goal of which is to redesign regionalism so it contributes more to reducing local government costs.

But be aware that HVCEO is primarily (87% of annual budget) oriented towards the areas of regional transportation and regional emergency management. While HVCEO has received an annual state grant thru CT OPM since 1971 for other topics, this resource was cut by 90%.

If we are asked to undertake creative new challenges we will need financial assistance to staff up for them.

**--- 2. OTHER HVCEO CONCERNS**

**--- SUPPORT POSITION OF HRRRA**

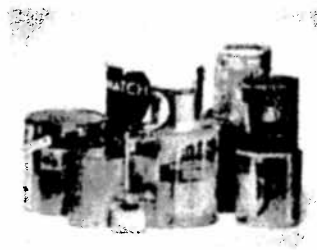
**Producer Responsibility for End  
of Life Paint Management Legislation:**

This is the Housatonic Resources Recovery Authority's only legislative priority again this year.

*Passage of this legislation will save the municipalities in our region approximately \$35,000 per year, money that they are now spending to dispose of oil-based paint and stain brought to the four household hazardous waste (HHW) collections held in the region each year.*

Due to the cost the regional HHW collections do not accept latex paint, much to the public's dismay. It would make proper disposal of not only oil-based paint but also latex paint much more convenient for consumers.

This is win-win legislation. Municipalities will save money. More paint and stain will be disposed of in an environmentally appropriate manner. Latex paint will be recycled in Connecticut for the first time. Disposal of paint and stain will be much easier for residents. There will be no cost to the State. Paint producers and retailers are in support.



Last session HRRRA was asked to take a lead role, on behalf of other municipalities and regions in the State, to work with the American Coatings Association (ACA), DEP, the CT Retailers Association and

Representative Pat Widlitz to develop language and support for **HB 5122** that would have required paint manufacturers to create and fund a paint recycling and end of life management program for all post-consumer architectural paint and stain sold in the State.

The legislation passed unanimously in the House but was held in the Senate until the final day of the session where time ran out before the bill was called.

ACA has worked with local, state and federal stake holders to develop a model program through a national dialogue called the Paint Product Stewardship Initiative (PPSI) that was organized by the Product Stewardship Institute. Connecticut state and local officials, including HERRA, have been active participants in the PPSI.

Because the ACA lacks the resources to work in multiple states at the same time, states that participated in the PPSI, financially supported the paint dialogue, and signed the PPSI Memorandum of Understanding (MOU) are first in line to receive ACA support and assistance to pass paint legislation.

Connecticut is one of the nine MOU states and is next in line for the roll out. Minnesota was first; Oregon second, and California third. Connecticut is the ONLY state ACA has committed to work with in 2011 for passage of paint product stewardship legislation. Many other states are vying for a place in line. If Connecticut is not successful in passing the legislation in 2011, ACA resources will shift to another state.

All the household hazardous waste and resources recovery regions in the State, many individual municipalities, CCM, COST, the CT Recyclers Coalition, DEP, the CT Product Stewardship Council, the Product Stewardship Institute, the Sierra Club, and small retailers such as Ace and TruValue Hardware stores all supported the legislation last year.

Representative Widlitz intends to introduce the bill again this year and press for its adoption earlier in the session than last year. The DEP intends to include the bill in the Department's legislative package for 2011.

#### **--- MAKE PUBLIC UTILITIES COOPERATE WITH PUBLIC WORKS DEPARTMENTS**

In October of 2010 HVCEO received correspondence from Antonio Iadarola, P. E., the Danbury Public Works Director and also Chairman of the Association of Public Works Professionals for the Housatonic Valley Region.

His message below overviews the costly difficulties that most of the area's public works professionals are having with almost all of the public utility companies that currently own or operate within their municipal area.

He notes these include CL&P, AT&T, Yankee Gas, Comcast, Charter Communications, Lighttower, FiberTech, Rural Water, SNET, Topstone Water, and United Water.

HVCEO recommends that solutions to the problems below be sought through DPUC authority. The municipal public works director's joint view:

***Some of the delays caused from these utility companies inability to effectively dedicate staff, equipment and other resources to relocate utilities during the construction of public improvement projects have been considerable, in addition to contractor claims for damages, disruption of services and other costly overruns.***

***Although we have been struggling with this issue for the last several years, collectively,***



***members of the Association feel that it has reached a point where immediate legislative action needs to be taken to correct these utility companies irresponsible neglect of public improvement projects and the statutory requirement that they relocate their utilities within our right-of-way during public improvement projects.***

***To add further Insult, several of these utility companies are requesting payments for overtime as a way to expedite relocation of their utilities. We all feel that this is some form of extortion but have made payments since there has been no other remedy or option available to us.***

***Making payments to them is unfortunately cheaper than to pay delay claims and defend law suits coming out of their inability to relocate their utilities in a timely fashion.***



***The Association would also like to have some legislative action taken regarding the Housatonic Railroad and Metro North's lack of responsiveness pertaining to maintenance of their tracks at railroad crossings in addition to maintenance of their rights-of-way which has resulted in numerous resident complaints.***

***In addition, the process of doing any work within their right-of-ways or having any dealings with them pertaining to their right-of-ways has been practically impossible.***

***Some of the fees that the railroad companies have charged municipalities are absolutely unreasonable and nonnegotiable. There appears to be no regulatory agency at a state level that has any impact on them.***

***These very important issues are costing taxpayers significant monies. Kindly convey these concerns to the area's legislative delegation at your upcoming annual meeting with them.***

#### **--- DESIGNATE REGIONAL TRAINING FACILITY FOR FIRE PREPAREDNESS**

There are nine designated "State Regional Fire School" training facilities in Connecticut, but none near our area. We must travel to Torrington, Waterbury or Fairfield. The City of Danbury is seeking such a designation for its Plumtrees Road training facility. Last year's bill did not pass.

Surrounding municipalities are already using the Danbury training facility. There is an obvious mutual advantage for Danbury and area fire departments to work together.

Danbury's policy is to expand such regional cooperation after the state designation of a regional training facility is obtained. Cooperation will save each department time and money. HVCEO members are in unanimous support of the proposed designation.



**Massive hanger fire at Danbury Airport In 2007**

*Photo courtesy of the News Times*

Further practical advantages of the designation are that state grants for capital improvements and training programs may be received, and state training teams are more available for visits to our region.

**--- PUT SOMEONE AT  
HELM ON TICK CONTROL**

The HVCEO Tick Borne Illness Prevention Task Force meets monthly on third Wednesdays. The group is composed of municipal advocates for tick illness prevention and health department staff.

We endorse its request for the State of Connecticut to develop a long term coordinated plan to reduce devastating tick induced illnesses.



A coordinated effort would have the CT Department of Public Health (DPH), the CT Department of Environmental Protection (DEP) and the Connecticut Agricultural Experiment Station (CAES) work together on tick illness issues as they do now with West Nile Virus and Eastern Equine Encephalitis.

It is obvious to health officials in our area that the human impact of tick borne diseases far outweighs that of West Nile Virus and Eastern Equine Encephalitis - build on these cooperative precedents.

***A single lead state coordination office needs to be designated by the Governor.***

As part of the new plan we request that the CT Department of Public Health increase its development and distribution materials like the **BLAST Tick Borne Disease Prevention Program** and that the CT Department of Education raise the visibility of successful school curriculums like **Time for Lyme**.



Municipalities also need the option of allowing deer hunting on Sundays.

We also request that DEP provide advice to towns that ask for help in improving local deer control efforts. And that it assist in monitoring the progress of such efforts by coordinating data associated with deer/car accidents and determining deer population correlations with disease infection rates.

Finally we recommend that the CAES take on the role of monitoring tick abundance and tick infection rates of all tick borne illnesses in communities that are making the effort to lower their infection rates.

We suggest all three agencies take advantage of Center for Disease Control programs, studies and grants available to address this subject.

Tick borne illnesses hit Connecticut hard and deserve coordinated state attention. A DPH/DEP/CAES coordinated approach to prevention would go a long way towards improving public health in Connecticut.

To become familiar with what tick illness prevention groups and resources are located in your legislative district, see [this listing](#) maintained by the Task Force.

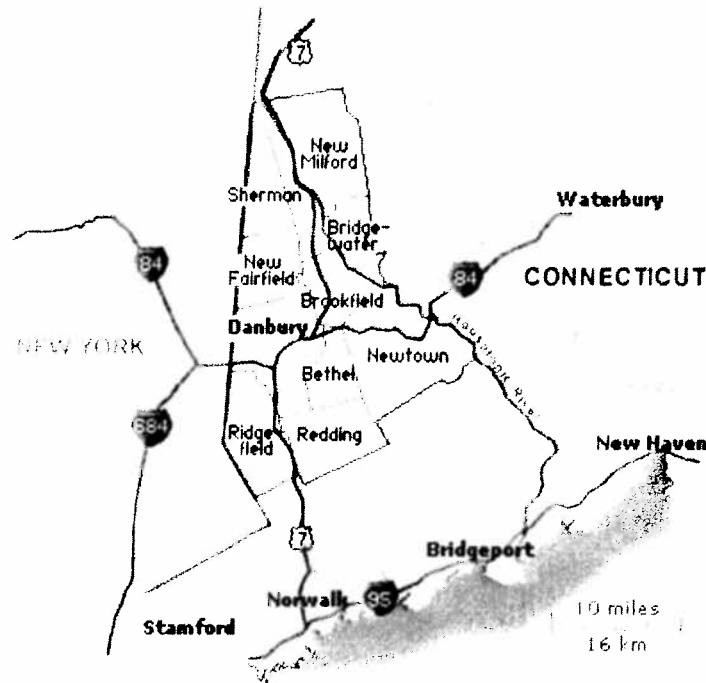
**--- NO BOUNDARY  
CHANGE FOR HVCEO**

HVCEO will cooperate with CT OPM as it conducts a statewide study of the HVCEO and other regional council boundaries as required by State Statute 16a-4c.

However HVCEO members notified state officials in June of 2010 that they are reluctant to consider **deconstruction**. Long experience with the current boundary indicates that it serves municipal and regional needs well.

The people of Greater Danbury have been secure in their regional identity for some time. This area was a distinct region of Connecticut before the current regional planning organizations and their boundaries were created.

The HVCEO boundary is identical to the service area of the Greater Danbury Chamber of Commerce. What happens to the region's economic appeal if either one or more Danbury suburbs, or indeed the entire region itself, is redrawn as a subunit of an adjacent competing area?



***The geographic scope of Greater Danbury and HVCEO as presently defined by the State of Connecticut.***

And do we leave the related Housatonic Resources Recovery Authority and the Housatonic Area Regional Transit District regional boundaries as is, or are they to be reorganized to follow the new divisions? Who pays for all this?

Please assume that municipal leaders are in a good position to recognize to what region their municipality is primarily oriented.

For background information see the 2010 report by the Connecticut Association of Regional Planning Organizations entitled The Geographic Scope of Connecticut's Regional Planning.

**--- MAINTAIN PUBLIC TRANSIT SERVICES**

Our view is that the presence of a HART public bus route is an economic development asset. From this perspective we suggest that, when funds permit, Waterbury to Danbury service be upgraded.

As for rail passenger service, CT DOT has initiated Phase II of a study of passenger service potential on the Danbury Branch Rail Line from Norwalk through Danbury to New Milford. This Conn DOT effort has its own rail study web site.



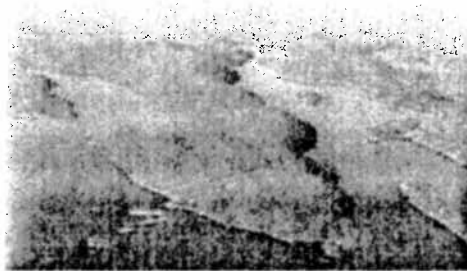
It will be important for elected leaders to show interest in this planning process and its results if we are to increase service.

The goal is low cost, incremental, staged service expansions, when affordable, as proposed in the HVCEO Rail Plan.

**--- PRESERVE VAUGHN'S  
NECK IN CANDLEWOOD LAKE**

This 710 acre parcel in New Fairfield and New Milford is the largest contiguous tract of Northeast Utilities property on Candlewood Lake.

If it were to be developed the recreational and aesthetic quality of Candlewood Lake would be greatly reduced, affecting property values as well as the enjoyment of thousands throughout the Region and beyond.



***Undeveloped Vaughn's Neck, the central feature of  
Candlewood Lake, located in New Fairfield and New Milford.***

Through a voluntary agreement NU will provide public agencies and land trusts with the right of first refusal if this key property is ever put on the market.

DEP open space funding for a conservation restriction will need to be a regional priority by all legislators at that time.

**--- I-84 TOLL PROPOSALS  
MUST ADDRESS IMPACTS**

A rallying point for tolling interests, a major statewide tolling study was completed for Connecticut in 2009.

Should the future of I-84 in Greater Danbury include a retrofit to enable one or more toll booths to fund roadway capacity improvements? This fundamental question may be coming into focus for us in the not too distant future.

HVCEO has prepared a **fact finding report** documenting the impacts of tolling I-84 thru our area.

**--- IMPROVE 8-30G FOR  
AFFORDABLE HOUSING**

Modifications to State Statute 8-30g are needed to more realistically and effectively address the issue of affordable housing in the Region. Make it fairer to the municipalities:

- *Reduce massive density increase.*
- *Better mixing of moderate cost and market rate units.*
- *Improve the accuracy of the statistical formula by including privately owned affordable units.*
- *Stimulate accessory apartment development.*

Details on these policies start on page 65 of HVCEO's 2009 Greater Danbury Housing Market Assessment.

#### --- RECREATIONAL LIABILITY PROTECTION

With passage of the Connecticut Land Use Recreation Act in 1971 (C.G.S. § 52-557f ), the General Assembly recognized the importance of encouraging landowners to open their lands to the public by protecting them from personal injury lawsuits.

For 25 years after the passage of the Act municipalities were considered to be included under the Act as landowners.

But ever since a 1996 3-2 Supreme Court decision in Conway v. Wilton overturned previous holdings of the court, municipalities have not been considered as "owners" for this purpose and therefore are not covered under the traditional Statute.

Potential exposure to costly personal injury lawsuits has made municipalities skittish on accepting potential new recreational liability.

***Our position is that municipalities should not have liability for recreational accidents as long as they do not charge and negligence is not involved.***

The statute still provides strong protection for private, corporate, and utility landowners who host recreational activities on their lands without charging a fee. Similar liability protection is available to the state when an incident related to recreational use occurs on state owned land (C.G.S. § 4-160).

Given the existing protections for private, corporate, utility owners and the state, omitting municipalities from protection does not make sense.

Please restore to municipalities liability protection via a modification of the Recreational Land Use Act, CGS §§ 52-557f.



**BOARD OF SELECTMEN – December 20, 2010 Meeting****RE-APPOINTMENTS****Economic Development Commission**

(R) Joseph Humeston, 8 Jeremiah Road, SH 01/06/11 – 01/06/14

**Parks & Recreation Commission**

(D) Maureen Crick Owen, 16 Tamarack Road, Newtown 01/06/11 – 01/06/13

(R) Vincent Yanni, 106 Berkshire Road, SH 01/06/11 – 01/06/13

(R) Tom DiNicola, 13 Bristle Lane, SH 01/06/11 – 01/06/13

**Inland Wetlands**

(R) Katja Pieragostini, 9 Point O Rocks Road, Newtown 01/06/11 – 01/06/15

**Water and Sewer Authority**

(R) Marianne Brown, 4 Sherman Street, SH 01/06/11- 01/06/15

(R) Louis Carbone, 62 Jo-Al Court, Newtown 01/06/11– 01/06/15

(R) Richard Conte, 21 Pearl Street, SH 01/06/11- 01/06/15

(U) Eugene Vetrano, 6 Camelot Crest, SH 01/06/11- 01/06/15

(D) Richard Zang, 2 Camelot Crest, SH 01/06/11- 01/06/15

**H.A.R.T Committee**

Daniel Honan 01/06/11 – 01/06/14

**American Disabilities Act Coordinator**

John Poeltl 01/06/11 - 01/06/14

**Chief Building Official**

John Poeltl 01/06/11 -01/06/14

**Public Building & Site Commission**

(U) Robert Mitchell, 71 Osborne Hill Road, Newtown 01/06/11 – 01/06/15

**Lake Zoar Authority**

(U) Robert Mouchantat, 22 Underhill Road, SH 01/06/11 – 01/06/14

**APPOINTMENTS****Commission on Aging****Land Use Citation Hearing Officer**

Edward Kelleher a: 12/20/10



COMMUNITY CENTER/ DEMO PROJECT SUMMARYExpenditures  
To Date

Community Center Design (Ames & Whitaker / O & G)	289,711
Litchfield/Yale Building Demolition:	
Cherry Hill	299,754
O & G (project manager)	104,207
TRC (project monitoring)	54,701
R.W. Bartley & Associates (environmental consultant)	24,421
Lawyer Fees	22,037
Miscellaneous Costs	4,104
	<u>798,935</u>

Estimated  
Amount to  
Finish

Amount left on Cherry Hill contract	312,247
CO's for Yale building add'l contamination	33,502
Contract change work to be performed by AAIS	174,431
O & G (project manager)	17,133
O & G (project manager) - two months of add'l GC	39,000
TRC (project monitoring)	50,170
R.W. Bartley & Associates (environmental consultant)	6,600
Estimated credits due	(39,144)
Contingency	7,126
	<u>601,065</u>

<u>TOTAL PROJECT COST</u>	<u>1,400,000</u>
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Additional Appropriation Needed	400,000
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## Justification:

Additional remediation discovered not in contract	265,000
Lawyer fees due to first bid attempt	22,000
Project cost under estimation	113,000
	<u>400,000</u>

**COMMUNITY CENTER/DEMO PROJECT DETAIL**

<u>EFF DATE</u>	<u>SRC</u>	<u>REFERENCE</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>VDR NAME/ITEM DESC</u>	<u>COMMENTS</u>
<b>REVENUES:</b>						
6/25/2008	BUC	bond auth	1,000,000			council authorized 6/5/2008
<b>EXPENDITURES TO DATE:</b>						
11/2/2009	API	W 110509	226	62782	BEE PUBLISHING CO	LITCHFIELD
6/30/2010	API	W 063010D	155,164	67113	CHERRY HILL CONSTRUCTION	FFH (LITCHFIELD/YALE BLDG
9/8/2010	API	W090910	131,290	67459	CHERRY HILL CONSTRUCTION	FFH (LITCHFIELD/YALE BLDG
11/10/2010	API	W 111810	13,300	68662	CHERRY HILL CONSTRUCTION	FFH-LITCHFIELD/YALE BLDG
5/14/2010	API	W 052010	1,636	65659	HARTFORD COURANT	LEGAL ADS
9/14/2009	API	W 092409	1,221	62093	NEWS TIMES	8/28 DEMO/ASB. BID AD
5/14/2010	API	W 052010	1,124	65694	NEWS TIMES	PUBLIC NOTICES
9/21/2009	API	CK 23	73,000	237	O & G INDUSTRIES INC.	FFH-COMMUNITY CTR
9/23/2009	API	W 092409	16,000	62105	O & G INDUSTRIES INC.	COMMUNITY CTR
11/1/2009	API	W 110509	12,500	62885	O & G INDUSTRIES INC.	FFH (COMMUNITY CTR)
11/1/2009	API	W 110509	14,500	62886	O & G INDUSTRIES INC.	FFH (COMMUNITY CTR)
12/11/2009	API	W 121709	12,500	63527	O & G INDUSTRIES INC.	FFH (COMMUNITY CTR)
12/22/2009	API	W 123009	3,824	63712	O & G INDUSTRIES INC.	FFH (COMMUNITY CTR)
2/4/2010	API	W 021110	1,000	64292	O & G INDUSTRIES INC.	FFH-COMMUNITY CTR
2/19/2010	API	W 022510	33,592	64514	O & G INDUSTRIES INC.	FFH-COMM. CTR
3/15/2010	API	CK 104	52,775	1040	O & G INDUSTRIES INC.	FFH-COMM. CTR (P&R)
5/3/2010	API	W 050610	34,265	65509	O & G INDUSTRIES INC.	FFH-COMM.CTR
8/3/2010	API	W 081210	52,904	67051	O & G INDUSTRIES INC.	FFH (LITCHFIELD/YALE BLDG
9/8/2010	API	W090910	19,508	67545	O & G INDUSTRIES INC.	FFH (LITCHFIELD/YALE BLDG
10/5/2010	API	W100710	26,000	68002	O & G INDUSTRIES INC.	FFH (COMMUNITY CTR)
11/1/2010	API	W 110410	5,726	68475	O & G INDUSTRIES INC.	FFH-LITCHFIELD/YALE BLDG
11/1/2010	API	W 110410	26,068	68475	O & G INDUSTRIES INC.	FFH-LITCHFIELD/YALE BLDG
10/5/2010	API	W100710	9,755	67908	AMES & WHITAKER	FFH (COMMUNITY CTR)
11/2/2009	API	W 110509	1,948	62896	R. W. BARTLEY & ASSOCIATE	FFH (LITCHFIELD BLDG)
4/5/2010	API	W 040810	841	65104	R. W. BARTLEY & ASSOCIATE	FFH (LITCHFIELD)
5/3/2010	API	W 050610	353	65528	RIDGWAY'S	FFH (LITCHFIELD)
6/30/2010	API	W 063010D	10,976	67139	TRC	FFH-LITCHFIELD/YALE BLDGS
9/20/2010	API	W092310	17,797	67802	TRC	FFH-LITCHFIELD/YALE BLDGS
11/10/2010	API	W 111810	21,765	68766	TRC	FFH-LITCHFIELD/YALE BLDG
6/30/2009	GEN	RECLASSIF	21,633			BARTLEY
12/22/2009	GEN	RECLASS	1,358			11/17 STANDARD DEMO CASE
12/22/2009	GEN	RECLASS	20,679			12/16 STANDARD DEMO CASE
2/23/2010	GEN	RECLASSIF	4,164			TRC
7/15/2010	GEN	RECEIPTS	(453)			
			<u>798,935</u>			

**Litchfield Building Estimated Change Cost Summary 11/18/10**

"Draft"

A. Subcontract Direct Change Costs (Estimate)		AIS Change Condition Proposed Costs		Notes
<b>Balance of contract work:</b>				
Demolition and removal of Building -				
Balance of Cherry Hill contract(\$310,000)				
<b>Contract change work performed by AIS:</b>				
Asbestos Abatement of Transite Ceilings w/ containment		\$	12,350.00	
Asbestos Abatement of lead/caulk at coping stones		\$	21,500.00	
Demo facade of Bldg. & segregate into hot and non acrn./remove hot slab edges at 1st & 2nd floors		\$	135,500.00	
Subtotal:		\$	169,350.00	
Labor & Performance Bond at 3%		\$	5,080.50	
Estimated Subtotal: Chg work by AIS		\$	174,430.50	
<b>B. Design Team Chg Costs</b>				
a. R.W Bartley		\$	6,587.33	Notes
b. TRC		\$	50,168.60	Cost through mid October Add time including 30 days for change work.
Estimate - Subtotal		\$	56,755.93	
<b>C. O&amp;G Chg Costs(Additional GC's)</b>				
a O&G (2 months of additional GC's)		\$	39,000.00	Notes
Estimate - Subtotal		\$	39,000.00	
<b>D. Direct Cost Summary</b>				
A Subcontract Change Costs		\$	174,430.50	Notes
B. R.W Bartley /TRC		\$	56,755.93	AIS Chg Costs
C. O&G (2 months of additional GC's)		\$	39,000.00	estimated
Subtotal Estimate		\$	270,186.43	
<b>E. Litchfield Building - Potential Credits from CHC</b>				
a. Removal of Stockpile Soil (Owner will remove pile)		\$	(18,000.00)	Notes
b. Litchfield/Yale Backfill - F&I by Owner		\$	(20,000.00)	Town to take back of Alt. #1, confirmed w/CHC
c. Brick/Concrete C&D Credit(190 cyds)		\$	(1,144.00)	
d. Razing of building by others		\$	IN E.C. above	
Estimate Credits - Subtotal		\$	(39,144.00)	
<b>Estimate Change Cost Total for Windows, Transite &amp; Coping</b>		\$	231,053.43	
<b>Add: CO #1 - Window head &amp; sills at Yale Building</b>		\$	21,460.00	
<b>T&amp;M work estimated for Yale Brick shaft contamination</b>		\$	12,042.00	
<b>Total added funds needed to complete contract w/o contingency</b>		\$	264,555.43	

CHC Remark Costs not applicable see CHC 11/12/10 lt.

**TIME LINE FOR “ARCHITECTURAL & ENGINEERING SERVICES FOR THE PLANNING & DESIGN OF A PARK & RECREATION COMMUNITY CENTER/SENIOR CENTER” (\$1,000,000)**

- 12/4/2004 Legislative Council approves CIP. P & R recreation center design (\$200,000) is in the second year (2006/2007); P & R center – FFH (\$2,400,000) is in the third year (2007/2008).
- 1/18/2006 Legislative Council approves CIP. P & R recreation center is not on the CIP (in any year presented).
- 8/7/2006 At a Board of Selectmen meeting, regarding the capital improvement plan, Parks & Recreation presents their capital requests. "...in 2007/2008, they are also requesting \$500,000 for design and engineering for a recreation/community center/pool, then in 2008/2009, there is a request for \$5 million for Phase I of construction"....
- 1/17/2007 Legislative Council approves CIP. Included in 2007/2008 was \$600,000 for Parks & Recreation/Community Center/Senior Center/Pool Design. In 2008/2009 was \$6,200,000 for Construction. The \$600,000 was a result of combing the design of a P & R recreation center with the design of a senior center expansion. The \$6,200,000 the result of combining the P & R and Senior Center projects into one.
- 1/7/2008 At a Board of Selectmen meeting an appropriation for \$600,000 for planning and design of Park & Recreation Community Center/Senior Center was amended by \$400,000 for the demolition of Litchfield Hall. A total of \$1,000,000 was approved.
- 3/3/2008 At a Board of Selectmen meeting "...Mr. Borst said that O & G advised him that the cost to demolish Litchfield Hall will be \$452,000 without any management services. A resolution appropriating \$1,000,000 for architectural and engineering services for the planning and design of a park & recreation community center/senior center and authorizing the issuance of \$1,000,000 bonds...this was amended to delete"demolition of Litchfield Hall" and insert "demolition of buildings"
- 3/10/2008 At a Board of Finance meeting the resolution appropriating \$1,000,000 (above) was approved.
- 3/19/2008 At a Legislative Council meeting the resolution appropriating \$1,000,000 (above) was approved.
- 7/24/2008 RFP's received for architect.
- 8/18/2008 At a Board of Selectmen meeting the resolution appropriating \$1,000,000 (above) was approved.
- 6/15/2009 First architect invoice received for design work on recreation/senior building.
- 8/25/2009 Task Order # 4 signed giving O & G project management and administration for the demolition (and Abatement) project.
- 9/28/2009 First bid opening on the demolition portion. This bid was disputed and thrown out.
- 5/4/2010 Second bid opening. Bid was successfully awarded.
- May 2010 Started demolition
- August 2010 Stopped demolition work due to finding.

**BOARD OF SELECTMEN 8/7/2006 (partial minutes)**

**Capital Improvement Plan**

Mr. Ed Marks, Acting Chairman of the Parks & Recreation Commission was present to discuss the various requests for recreational needs. For 2007/2008, they are requesting \$225,000 for design and engineering to renovate the existing maintenance facility at Fairfield Hills and then in 2008/2009, a request for \$1.4 million for renovations and a new roof on that facility. This building is being used by both Parks & Recreation maintenance employees and the Board of Education so the costs would be divided. First Selectman Rosenthal questioned the \$800,000 cost for roof replacement and asked for more back-up information.

In 2007/2008, they are also requesting \$500,000 for design and engineering for a recreation/community center/pool, then in 2008/2009, there is a request for \$5 million for Phase I of construction. The need for swimming facilities has increased since the closing of the pool/pond at Dickinson Park. Selectman Brimmer asked if we can only allow town residents to purchase passes for the pool at Treadwell and was advised that it has to be open to non-residents as well since state funds were used to build the pool.

First Selectman Rosenthal advised that he is discussing with Parks & Recreation the possibility of improving the parking at Eichlers Cove Marina in order to make more room for a beach to allow for lake swimming.

**LEGISLATIVE COUNCIL 1/17/2007 (partial minutes)**

**Capital Improvement Plan (CIP).**

Mr. Holian said that the Legislative Council may accept the plan in total, reject or reduce any item or reduce an item in priority. If the Legislative Council takes action, it must be within sixty days of receipt or by February 19, 2007. Any new increase or reduction must be referred back to the Board of Finance. Mr. Holian said that the Board of Selectmen would like the approved CIP before their budget hearings next week. Mr. Rosenthal said that if the budget is not completed next week, it will be finalized by the Board of Selectmen on February 5 and that the budget must go to the Board of Finance by February 14.

Mr. Borst moved that the Board of Finance 2007-2008 through 2111-2112 Capital Improvement Plan be approved. Second by Mr. DiCandido. Mr. Borst asked about the possibility of moving the recreation center, community center, senior center and pool design to the Fairfield Hills bond issue as suggested by Mr. Davis. Mr. Rosenthal said he consulted with our bond counsel and town attorney and that their opinion was that these items were not authorized as part of this and that funds would have to be appropriated to go forward. He said that the Board of Selectmen would stop the spending of the \$6 million not yet bonded for if so directed by the Legislative Council but it would be at some expense. The other \$15 million already bonded cannot be redirected under state statutes.

Mr. Holian called a recess at 9:10 p.m. The meeting reconvened at 9:20 p.m.

Mr. Rosenthal said that the current CIP lists a senior center and recreation center. The Parks and Recreation Commission and the Commission on Aging are meeting to discuss the feasibility of a shared building which could cost less than two buildings.

Mr. Pennarola moved the question. Second by Mr. Brown and unanimously carried.

Motion carried. 9 YES (Timothy Holian, Daniel Amaral, David Brown, Jeffrey Capeci, Joseph DiCandido, Stacie Doyle, Michael Iassogna, Patricia Llodra, Francis Pennarola). 2 NO (Joseph Borst, Keith Jacobs.)

**BOARD OF SELECTMEN 1/7/2008 (partial minutes)**

**Appropriation - \$600,000 for Architectural and Engineering Services for Planning and Design of Park & Recreation Community Center/Senior Center**

Selectman Mangiafico moved a special appropriation in the amount of \$600,000 for architectural and engineering services for planning and design of a Park & Recreation Community Center/Senior Center, to be funded by bonding. Motion seconded for discussion.

Assistant Director of Parks & Recreation Carl Samuelson was present, along with Parks & Recreation Commission member Ms. P.J. Yoakum. Selectman Rosenthal asked if we know yet what we are designing – has the Commission on Aging and Parks & Recreation Commission decided? Mr. Samuelson advised that there have been some discussions with the seniors and also with the Cultural Arts Commission. The money being requested is for architectural services. We have put together the current square footage of the existing recreation programs and met with the seniors and know their square footage needs and concerns regarding operating services. We need funding to move forward so we can get a better grasp of what we will be designing. There have been preliminary discussions with O&G Industries regarding possibly phasing the project. We could start with Parks & Recreation and then integrate the seniors. Selectman Rosenthal reminded that this bonding will require the approval of the Board of Finance, the Legislative Council and the Town Meeting. We will need some significant detail to go through those steps. This would also require demolition of Litchfield Hall, which would require probably \$400,000 which is the cost of the previous demolition that was done. P&Z Chairman Lilla Dean suggested that a conceptual plan for the P&Z Commission would save time and be very helpful. They could then have Land Use staff look at this and possibly save making costly mistakes.

Selectman Mangiafico moved to amend the motion by adding \$400,000 for demolition of Litchfield Hall. Motion seconded and unanimously carried.

MAIN MOTION UNANIMOUSLY CARRIED AS AMENDED.

**BOARD OF FINANCE - SPECIAL MEETING 3/3/2008 (partial minutes)**

**FINANCE DIRECTOR REPORT:** Mr. Spragg was not present.

Information was received from Mr. Spragg that if the Park & Recreation/Senior Center project is resurrected at \$1,000,000 and if the anticipated interest rate for the December 2008 borrowing is lowered to 4%, the debt service could increase by \$13,912.00 (Attachment B to original minutes).

**BOARD OF SELECTMEN 3/3/2008 (partial minutes)**

**Architectural & Engineering Services of Planning & Design for a Park & Recreation Community Center/Senior Center.**

Mr. Borst explained that \$600,000 in the 2007-08 budget will be carried forward to 2008-09 for architectural and engineering services for design of the Park&Recreation/Senior Center Building. The seniors agreed to go forward with the design phase. Board of Finance Chairman John Kortze said this will have very little impact on the debt service in 2008-09. Mr. Borst said that O&G advised him that the cost to demolish Litchfield Hall will be \$452,000 without any management services. Mr. Spragg said that to add \$1 million of borrowing costs to next year's budget would increase debt service by just under \$14,000. He said that there could be a special appropriation for construction in 2009-10. Mr. Mangiafico was advised by Walt Motyka of the Fairfield Hills Authority that the storage building on Trades Lane could be completely renovated for a new senior center for \$1 million so why spend \$6.5 million on a new building. Where did the idea come from that we will proceed?

Mr. Marks said that Parks and Recreation (P&R) has been actively pursuing a recreation facility and was asked to consider a facility with other groups. Mrs. Place, Senior Center Director and Mrs. Kasbarian worked out a plan for a joint building. After we moved forward a number of seniors who never voiced an opinion in the process said they wanted a separate building. We met again with the seniors and the Commission on Aging and the Commission on Aging voted to move forward with the design phase and the seniors were prepared to move forward. Mr. Marks said that P&R looked at the building on Trades Lane years ago and concluded that it was not suitable. Our proposed building will have access to things that will be available at the Newtown Youth Academy, such as a gym, track and pool. None of these would be in the building on Trades Lane and seniors would have to go by car or bus to get to them. The building on Trades Lane is narrow and low and some equipment could only be accessed by moving other equipment. The proposed new building would be 15,000 s.f. for P&R, 15,000 for the Senior Center and a pool when it is built would be 30,000 s.f. Mr. Mangiafico asked if the building will cost \$6.2 million; Mrs. Kasbarian said that will not be known until an architect is hired but that an architect said that was in the ballpark.

Mr. Rosenthal said that years ago there was \$7 million in the CIP (\$1.2 million for the Senior Center, \$2.3 million for the Recreation Center and \$3.5 million for Dickinson Park.) Dickinson Park was not going forward. The Board of Selectmen then combined these and reduced them to \$6.2 million and suggested a joint building.

Mr. Rodgers said that Legislative Council members are under the impression that the \$1 million was deleted from the upcoming CIP and would need to be restored at the Council meeting on March 5. Now he is hearing that this is not the case. Mr. Rosenthal said that this was never in the upcoming CIP. He said that the \$3.1 million and \$1 million were withdrawn and that the Board of Selectmen can restore the \$600,000 through the special appropriation process. Mr. Spragg said that because we are already in March, that this probably could not be done this year. Mr. Spragg said that he will not be doing any further borrowing until next year.

Ms. Yoakum would like to see the First Selectman recommend an appropriation for the \$600,000 for this year.

Selectman Rosenthal moved a Resolution Appropriating \$1,000,000 For Architectural And Engineering Services For The Planning And Design Of A Park and Recreation Community Center/Senior Center And Authorizing The Issuance Of \$1,000,000 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose. Second by Selectman Borst. Mr. Mangiafico is opposed to the motion because he is not convinced that \$6.2 million is a legitimate number; also in view of the furor with the seniors about not wanting to share a facility, there is no senior here to speak in behalf of the building and if they back out of the building, we could have a 30,000 s.f. building without one of the tenants. He is also not convinced that we did due diligence with the storage building and he was told that using this building for this purpose was a done deal with the State legislature. The building would be 8,000 s.f. on each of two floors with an elevator; the present Senior Center is only 2,000 s.f. Mr. Rosenthal said that the building was never abated and has lead and asbestos. He said that the elevator is a freight elevator, the parking area is small and the building is adjacent to a power plant whose future is unknown. He has a hard time believing that this building could be renovated for \$1 million. Mr. Mangiafico added that there is a severe financial problem in this Town and the debt service is increasing 16% year over year. Mr. Rosenthal offered to withdraw his motion until we have more information. Mr. Mangiafico would like a study on this building and the costs and options. Mr. Rosenthal noted that a grant will be coming in for Litchfield Halls and other buildings and that we could study other buildings to see if one would be more suitable. He said that perhaps part of the \$600,000 could be spent on a study.

Mr. Marks said that he has heard nothing about servicing the seniors' needs, only about putting them in a box by putting them in this building. You seem to be forgetting about putting them where the action is. Five years ago we talked about Kent House, but this was dropped because the Board of Ed was not interested. The Seniors, Parks and Recreation and teens deserve the same consideration that the Board of Ed had with Kent House. If a decision is based strictly on dollars and cents, the seniors might as well stay where they are. Ms. Yoakum said that she would not want to be there. There is nothing there for the youth and seniors.

Mr. Rodgers feels that P&R and the Commission on Aging have done a good job working together for a joint building. He said that we are talking about closely examining this building but we have a \$40 million school project that was not so closely examined.

Mr. Borst said that the building on Trades Lane is a warehouse and could probably be better used by the schools and Highway for storage. There is a lot of asbestos and freezers and boilers that would have to be removed. He feels that we should proceed with this resolution.

Mr. Rosenthal amended the resolution to delete "demolition of Litchfield Hall" and insert "demolition of buildings." Second by Mr. Borst.

Vote on main motion 2 YES (Borst, Rosenthal). 1 NO (Mangiafico).

#### **BOF 3/10/2008 (partial minutes)**

#### **Resolution appropriating Resolution Appropriating \$1,000,000 For Architectural And Engineering Services For The Planning And Design Of A Park and Recreation Community Center/Senior Center.**

Mr. Gaston moved to waive the reading of the entire resolution. Second by Mr. Gersten and unanimously carried.

Mr. Gersten moved Resolution Appropriating \$1,000,000 For Architectural And Engineering Services For The Planning And Design Of A Park and Recreation Community Center/Senior Center And Authorizing The Issuance Of \$1,000,000 Bonds Of The

Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose. Second by Mr. Gaston. Motion unanimously carried by roll call vote. 5 YES (Gersten, Kearney, Portnoy, Gaston, Kortze).

### **LEGISLATIVE COUNCIL 3/19/2008(partial minutes)**

**Resolution Appropriating \$1,000,000 For Architectural And Engineering Services For The Planning And Design Of A Park and Recreation Community Center/Senior Center And Authorizing The Issuance Of \$1,000,000 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose.**

Mr. Pennarola moved Resolution Appropriating \$1,000,000 For Architectural And Engineering Services For The Planning And Design Of A Park and Recreation Community Center/Senior Center And Authorizing The Issuance Of \$1,000,000 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose. He also moved to waive the reading of the entire resolution. Second by Mr. Capeci. Mr. Pennarola noted that while it is not in the body of the resolution, it is his expectation that \$600,000 will be for architectural fees and \$400,000 for demolition. Mr. Rodgers noted that "demolition of buildings" was substituted for "demolition of Litchfield Hall" by the Board of Selectmen. Mr. Aurelia said that he understands that the \$600,000 for architectural fees is about 10% of the total cost which is the same percentage as the architectural fees for the High School project. Ms. Murray said that her intent in moving to reduce the amount to \$100,000 was to use a small amount to initiate a schematic design because we have not vetted project as we did the High School. Mr. Davis asked why are we doing this now? Mr. Rodgers said that it is the hope of the Board of Finance that since there are several items on the referendum to appeal to votes, hopefully this will stop the cycle of the defeat of the first operating budget. As to whether there is money in the original bonding resolution for demolition, Mr. Rodgers feels that part of what Mr. Rosenthal and Mr. Geckle were thinking was that state grant monies would be available. Ms. Murray feels that this resolution should not be acted on before the High School is addressed and can lease money be used for this? Mr. Rodgers said that the lease money is not available for demolition but for infrastructure loop improvements. Mr. Davis and Ms. Murray feel that more specific numbers are needed. Mr. DiCandido would like to see separation of costs; he is in favor of the resolution but agrees that it should not be voted on before the High School resolution. Mr. Rodgers reminded that we did not stall the High School resolution. Also we took this item off the CIP and told the parties to work together, which they have done. Mrs. Llodra said that not acting would smack of duplicity.

Mr. Davis moved to amend the motion to delete after and demolition " of buildings" and to insert "of Litchfield Hall". Second by Mr. Aurelia. Mr. Rodgers noted that two buildings must be demolished to build the Recreation Community Center/Senior Center and the change was made so that both buildings might be demolished if funds permit. Ms. Murray said it is a problem that two projects are lumped together as one. After more discussion, Mr. Davis withdrew his amendment and Mr. Aurelia withdrew his second.

Roll call on the main motion: 11 YES (Pennarola, Amaral, Aurelia, Brookes, Capeci, Davis, DiCandido, Hemingway, Llodra, Lyddy, Rodgers) 1 NO (Murray).

### **BOARD OF SELECTMEN 8/18/2008 (partial minutes)**

#### **UNFINISHED BUSINESS:**

1. Selectman Rosenthal moved that the RESOLUTION APPROPRIATING \$1,000,000 FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR THE PLANNING AND DESIGN OF A PARK AND RECREATION COMMUNITY CENTER/SENIOR CENTER AND AUTHORIZING THE ISSUANCE OF \$1,000,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE. Mr. Rosenthal moved to waive the reading of the entire resolution. Seconded by Selectman Mangiafico. All were in favor.

Mr. Rosenthal noted the voters overwhelmingly approved this in April and it would be out of line for the Board not to support this.



**Task Order No. 4  
Project Management Agreement  
Fairfield Hills Development Project**

This **Task Order No. 4** is made as of this 25th day of August, 2009 under the terms and conditions established in the **Project Management Agreement for the Fairfield Hills Development Project between the Town of Newtown (Town) and the O&G Industries, Inc. (Project Manager)** dated May 20, 2005, and shall constitute an amendment to such Agreement. This Task Order is issued for the following purpose, consistent with the Services defined in the Agreement.

The purpose of this Task Order is to provide all necessary services for certain project management and administration as delineated in the following Scope of Services, including, but not limited to, those services relating to the implementation of the demolition and abatement activities at Litchfield Hall.

**Section A – Scope of Services**

A.1. The Project Manager shall perform all services (Services) required pursuant to the attached **Exhibit A**, which further delineates the Project activities included within this Task Order.

A.2. The following Services are not included in this Task Order, but shall be provided as Additional Services if approved in writing by the Owner: NONE

A.3. In conjunction with the performance of the foregoing services, the Project Manager shall provide the submittals/deliverables (“Deliverables”) noted in Exhibit A to the Town.

**Section B – Task Schedule**

B.1. The Project Manager shall perform the Services and deliver the required deliverables during the period between August 1, 2009 and December 31, 2009 pursuant to, and subject to, an itemized schedule of activities to be developed in a timely fashion by the Project Manager and approved by the Town and incorporated herein as **Exhibit B** dated August 11, 2009. The Schedule represents an estimate of the time period necessary to perform the Services included in the subject Task. The Schedule in some cases may be based upon activities to be performed by others or based upon projections made by others. The Project Manager uses its best efforts to project ranges of time periods for each activity.

**Section C – Compensation**

C.1. In return for the performance of the Services under this Task Order, the Owner shall pay the Project Manager compensation in an amount not to exceed \$110,149.00, pursuant to the Fee and Reimbursable Schedule dated August 11, 2009 incorporated herein as **Exhibit C**.

C.2. In the event the Town subsequently authorizes the Project Manager to directly employ consultant services associated with this Task and Scope of Services hereunder, the Project Manager will be allowed to charge an additional administration charge equaling ten percent (10%) of the cost of such consultant services. All costs associated with employment of such consultant services are not be included in the amount noted in C.1. above.

C.3. Compensation for the Services contemplated herein, and any Additional Services requested under this Task Order, if any, shall be paid by the Town to the Project Manager according to the terms of the Agreement.

**Section D – Town’s Responsibilities**

D.1. The Town shall perform and/or provide the following in a timely manner so as not to delay the performance or completion of the Services by the Project Manager. Unless otherwise provided in this Task Order, the Town shall bear all costs incident to compliance with the following:

- a. The Town will provide access to 1.) the Project Area, including land, buildings and other improvements to the Town and 2.) all reports, plans, information and public records related to the Project and/or Project Area.
- b. The Town will direct its employees and consultants to cooperate in good faith with the Project Manager, and to provide assistance to the Project Manager, when necessary and requested.
- c. The Town will name and direct the appropriate individual and/or committee/commission/authority to review, approve and authorize in a timely fashion the necessary actions on behalf of the Town associated with the planning and implementation of the included Project activities.
- d. The Town will contract for all services and work relating to the demolition and abatement activities to be performed by others and procured through the procedures established by the Town of Newtown

Except to the extent modified herein, all terms and conditions of the Agreement shall continue to be in full force and effect.

**Town:**

**Project Manager:**

By: *Joseph J. Borst*  
Name:

By: *[Signature]*  
Name: *Arnold L. McDouck*

Title: *1st Superintendent*

Title: *Vice President*

As a duly authorized by  
The Town of Newtown

As duly authorized by  
O&G Industries, Inc.

Date:

Date: *8/25/09*

## EXHIBIT A

### SCOPE OF WORK

The Project Manager will perform the following services under Task Order #4 regarding Litchfield Hall Demolition and Abatement.

- Preparation of the Bid Requirements documents
- Integration of these documents with the Technical Specifications and drawings prepared by R. W. Bartley/TRC.
- Management of the bidding process.
- Review of the bids and recommendation to the Town for contract award
- Review construction contract for the Town
- Work with the environmental engineers chosen by the Town to manage the hazardous material abatement in light of the contract documents and applicable regulations
- Oversee demolition of the building and site utilities along with the backfilling of the site to proper elevations.
- Coordinate Project closeout.



**EXHIBIT B**

11-Aug-09 Report Date  
 01-Aug-09 Start Precon Services  
 01-Oct-09 Construction Start

**Litchfield Hall Demolition - Newtown**

*O&G Industries,  
 Staff Bar Chart*

	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Jan-10	Feb-10	Mar-10	Apr-10	Total Man Months (as a percentage)	Hours per Month	Staff Hourly Rate	Total Compensation	
<b>PRECONSTRUCTION and CONSTRUCTION DURATIONS</b>														
<b>Preconstruction Phase</b>														
Design, Estimating, Operations Planning										0				
Survey of Regulated materials										0				
Prepare Bid Documents	1													
Bid and Award		1												
Construction Phase			1	1	1					3				
Closeout					1					1				
<b>PRECONSTRUCTION PHASE SERVICES</b>														
<b>Preconstruction Personnel</b>														
Project Executive (Cugno)	10%									0.1	173.8	119	\$2,065	
Chief Estimator	0%									0.0	173.8	106	\$0	
Project Estimator	0%									0.0	173.8	72	\$0	
Precon Manager (Schilling)	40%									0.4	173.8	79	\$5,510	
												Subtotal	\$7,576	
													<b>Total Cost for Preconstruction Services</b>	<b>\$7,576</b>
<b>CONSTRUCTION PHASE SERVICES</b>														
<b>Procurement Phase Personnel</b>														
Project Executive (Cugno)	10%									0.1	173.8	119	\$2,065	
Chief Estimator	0%									0.0	173.8	106	\$0	
Procurement Manager (Schilling)	40%									0.4	173.8	79	\$5,510	
Administration	20%									0.2	173.8	45	\$1,564	
Other (NAME)										0.0	173.8	0	\$0	
												Subtotal	\$9,140	
													<b>Total Cost for Procurement &amp; Preconstruction Services</b>	<b>\$16,716</b>
													<b>Total Bid for Procurement &amp; Preconstruction Services</b>	<b>\$16,700</b>
<b>Construction Phase Project Personnel</b>														
Project Executive (Cugno)			0%	5%	5%					0.1	173.8	119	\$2,065	
Project Manager (Cross)			0%	50%	50%					1.0	173.8	93	\$16,163	
Project Superintendent (Roy)			0%	100%	100%					2.0	173.8	90	\$31,284	
Operations Manager (Brennan)			0%	0%	0%					0.0	173.8	121	\$0	
Safety Director (Hunter)			0%	10%	10%					0.2	173.8	63	\$2,190	
Financial Management (Robotham)			0%	10%	10%					0.2	173.8	56	\$1,947	
													<b>Total Construction Phase Project Personnel Costs</b>	<b>\$53,649</b>
													<b>Total Reimbursable Expenses (1)</b>	<b>\$11,050</b>
													<b>Total General Conditions Cost (excl. preconstruction &amp; procurement services)</b>	<b>\$64,699</b>

Note: The first month of construction will be covered under the Town Hall

The Project Manager will be half time on this project. If the Owner requires that the Project Manager is full time, a Change Order for \$16,164.00 will be issued.

LITCHFIELD HALL DEMOLITION - NEWTOWN  
 Litchfield Hall Demolition - Newtown  
 FEE AND REIMBURSABLE SCHEDULE

EXHIBIT C

Prepared by O&G Industries

August 11, 2009

CONSTRUCTION COST BUDGET: \$500,000

ESTIMATED CONSTRUCTION SCHEDULE: October 1, 2009 to December 31, 2009

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	MAT/EQPT	UNIT PRICE	LABOR	TOTAL
<b>STAFF COST</b>								
1	Project Executive (Cugno)	2	mo	0	0	1,033	2,065	2,065
2	Project Manager (Cross)	2	mo	0	0	8,082	16,163	16,163
3	Project Superintendent (Roy)	2	mo	0	0	15,638	31,284	31,284
4	Operations Manager (Brennan)	2	mo	0	0	0	0	0
5	Safety Director (Hunter)	2	mo	0	0	1,095	2,190	2,190
6	Financial Management (Robotham)	2	mo	0	0	973	1,947	1,947
<b>TOTAL STAFFING</b>								
<b>53,649</b>								
<b>REIMBURSABLE COSTS - GENERAL CONDITIONS</b>								
<b>COMBINED OFFICE</b>								
1	Setup jobsite offices	0	lis	0	0	0	0	0
2	Jobsite Office rental	2	MO	1,700	3,400	0	0	3,400
3	Jobsite office furnishings & supplies	2	MO	450	900	0	0	900
4	Jobsite telephone	2	MO	200	400	0	0	400
5	Long distance calls	2	MO	450	900	0	0	900
6	Jobsite Fax Machine	2	MO	0	0	0	0	0
7	Computer Hardware and Software	2	MO	0	0	0	0	0
8	Computer Broadband Hookup	2	MO	0	0	0	0	0
9	Broadband Subscription (monthly)	2	MO	125	250	0	0	250
10	Computer Support	2	MO	300	600	0	0	600
11	Cell Phones, Walkie-talkie Radios	2	MO	90	180	0	0	180
12	Postage, Courier Service, Express Mail	2	MO	125	250	0	0	250
13	Jobsite copy machine & Fax	2	MO	835	1,670	0	0	1,670
14	First Aid Supplies	2	MO	500	1,000	0	0	1,000
15	Local Travel, excess 100m/day (for 1 PM & 1 Supr)	2	MO	0	0	0	0	0
16	Non Local Travel & Lodging	2	MO	0	0	0	0	0
17	Printing (addenda's and shop Dwg's)	2	MO	500	1,000	0	0	1,000
18	Progress Photographs	2	MO	250	500	0	0	500
19	Insurance	0.75%	%	3,750	3,750	0	0	3,750
20	BID PRINTING & ADVERTISING (BY OWNER)							
<b>TOTAL REIMBURSABLES</b>								
<b>14,800</b>								
<b>TOTAL STAFFING &amp; REIMBURSABLES</b>								
<b>68,450</b>								
<b>AS A PERCENT OF CONSTRUCTION COST</b>								
<b>13.69%</b>								
<b>PRE-CONSTRUCTION &amp; PROCUREMENT FEE</b>								
<b>LS</b>								
<b>5.00%</b>								
<b>BOND</b>								
<b>Excluded</b>								
<b>16,700</b>								
<b>25,000</b>								
<b>0</b>								
<b>TOTAL FEES AND REIMBURSABLES</b>								
<b>110,149</b>								

Note: The first month of construction is covered under the Town Hall project. The Project Manager will be half time on this project. If the Owner requires that the Project Manager is full time, a Change Order for \$16,164.00 will be issued.