

Minutes
Coventry Town Council Meeting
February 16, 2016
Town Hall Annex

1. **The meeting was called to order at 7:30 PM.**

Present: Hannah Pietrantonio, Julie Blanchard, Matthew O'Brien, Andy Brodersen, Lisa Thomas, Richard Williams, Thomas Pope

Also present: John Elsesser, Town Manager; Beth Bauer, Finance Director

2. The Pledge of Allegiance was recited.

3. **Audience of Citizens:**

Chief Mark Palmer of the Coventry Police Department noted that commendation awards for Sgt. Opendenbrouw and Officer Kuhns are being given for perfect attendance, which is extremely commendable. He also presented a Meritorious Conduct Award to Officer Michelle Hicks for potentially lifesaving actions twice during the month of December through the administration of Naloxone to persons who had overdosed on opiates. He noted that a trained officer's actions at the scene of an overdose can make the difference between life and death. Chief Palmer has been invited to sit on statewide forum regarding opiate use. He is pleased that elected officials are discussing it. The epidemic knows no boundaries and exists in every corner of the state. People get hooked on prescription painkillers – and it might not be the person you would expect. Addicts have families and get up and go to work every day. He is proud of our Police Department for being one of the few who carries Naloxone and has a prescription drop box to get some of these painkillers off the street.

Hearing no further requests to speak, the Audience of Citizens was closed.

8. **New Business:**

B. Motion #15/16/295: Matthew O'Brien made a motion to move up item # 8B, 15/16-67: Consideration/Acceptance: Open Space Conveyances at Grant Hill Estates. The motion was seconded by Lisa Thomas and carried on unanimous vote.

Julie Blanchard noted that Town Departments and the Planning & Zoning Commission have been involved throughout this process. John Elsesser said this has been a long time in the making – it has been a subdivision for 15 years. Part of the original requirement was certain open space parcels. The roads are already accepted. It took some time – we had to work some details out with CT Water. This is the final item we are expecting to make this subdivision whole. **Motion #15/16/296: Richard Williams moved to accept the open space conveyances for Grant Hill Estates as presented. The motion was seconded by Matthew O'Brien and carried with Julie Blanchard abstaining and all other members in favor.**

4. **Acceptance of Minutes:**

Motion #15/16/297: Matthew O'Brien moved and Richard Williams seconded to accept the minutes of the Coventry Town Council meeting of February 1, 2016. The following corrections were requested:

- Add the date of February 1, 2016 at the top of the document.
- Page 1, Item 1, third paragraph: Change Hannah Pietrantonio to Julie Blanchard.
- Page 9, Item 8E1, second bullet: Change "John and Julie" to "John, Matthew O'Brien and Thomas Pope."

The motion to approve the minutes as corrected carried on unanimous vote.

5. **Consent Agenda:**

Motion #15/16/298: Hannah Pietrantonio moved to accept the Consent Agenda, seconded by Matthew O'Brien. Lisa Thomas requested to remove item 9D. Thomas Pope requested to remove item 6F9. Richard Williams requested to remove item 6F8. **The motion to accept the Consent Agenda with the removal of the above items carried on unanimous vote.**

6. **Reports:**

A. Council Chairwoman – Julie Blanchard:

- We need people to step up to serve on Boards & Commissions, including Inland Wetlands, Zoning Board of Appeals, Veterans Memorial Commission and CoventryVision. We also have a new building committee for code compliance issues on the CHS masonry walls. Thomas Pope said that openings are posted online. Lisa Thomas noted that volunteers have to be resident electors.
- Regarding the issue of crumbling concrete foundations, Julie thought the Community Development Block Grants could be useful. John Elsesser replied they were talking at the statewide level that the State could prioritize those funds to be used. Our level is not to exceed \$25,000. There is a lot going on with that issue. On a personal note he was shopping for homeowners insurance to do a cost comparison and the company said they would not write it without a home inspection and couldn't do one for two months. It is impacting everybody. Thomas Pope noted that a public hearing is being held at the State Capitol. Perhaps we could publish it. John Elsesser will forward the information. He said people are surprised that towns don't know where the concrete came from. The intent of that hearing is to start recording where supplies come from. Matthew O'Brien asked if there is any way to test before the concrete is poured. John said not at this point. The State has engineers and chemists trying to develop those tests. Right now the concrete met all applicable standards. They are trying to narrow down whether it was caused by pyrrhotite or not. They are also looking at a similar issue in Canada.
- The Council needs to schedule who to meet with for budget. She got suggestions from a few Council members. We typically hear from Fire, Police, Public Works, Human Services, Parks & Recreation and the Board of Education. Thomas Pope said the Board of Education usually takes a great deal of time in their presentation. We might want to have them appear on two evenings, one to present and one to answer questions. Matthew O'Brien said he is hoping to get the information we requested from the Board of Education well in advance. Julie will remind them.

B. Report of Council Members:

Andy Brodersen attended the Board of Education Fiscal Meeting on February 11th and a large portion of the Board of Education regular meeting that followed. He appreciates that he was able to attend these meetings and found them very informative. He left the meetings with some significant concerns. He felt that the Board of Education's budget discussions and proposals were disturbing. He saw no evidence of attempts to designate between wants and needs or to offset any increases with cost savings. Having come from the business world, he has learned that when times are tough the tough get going and "things as usual" may need significant evaluation. Although many may not agree with this, he believes times are tough, and it is necessary for our businesses, our towns, our schools and our homes to take careful evaluation of how we spend our money. With a single stroke of a pen we can put ourselves into an overburdened situation – as has the State of Connecticut. Our Coventry town citizens deserve better than that. He totally supports our schools, our students, our teachers and our town but mostly he supports our

taxpayers.

C. Finance Committee – Matthew O’Brien:

Finance met just prior to this meeting tonight. We discussed an audit services proposal and will recommend it under item 8A. We went over the Vintech agreement for ambulance staffing services. A couple minor changes were made and we are satisfied and will recommend it under item 7A. At the meeting he attended, Andy Brodersen got the latest management report from the Board of Education. The Special Education tuition surplus has grown from \$77,600 to \$94,000 and the total surplus has grown from \$131,637 to \$245,475. He is not sure what would justify that growth in only one month.

The Committee reviewed potential suggestions for the consolidation of non-educational services - State statute suggests we make these recommendations within 10 days of receiving the Board of Education budget. He would like to forward those suggestions to them now so they are not surprised, and then they will need to respond per statute.

Motion #15/16/299; Matthew O’Brien moved to forward recommendations for consolidation of non-educational services discussed at the Finance Committee to the Board of Education for their information in anticipation of future recommendations from the Town Council. The motion was seconded by Andy Brodersen and carried on unanimous vote.

Matthew was asked by the Council Chair at the last meeting to formulate a response to the Board of Education regarding their request for details about information provided by them that he feels is misleading or inaccurate. He wants to make it clear this wasn't something we chose to do. They requested this information. He read the following prepared statement:

“After weeks of disappointing response to the Council’s specific questions related to the Board’s request for an increase in their appropriation from the Council, he decided to fashion a motion that would reimburse the Board of Education for any additional expenses that they may incur beyond those already funded by taxpayers and identified in their final appropriated budget. He took this step so that we could move forward in a way that would protect the Board of Education and be sensitive to the needs of our taxpayers. His comments in the minutes referenced his disappointment in the lack of transparency and responsiveness on the part of the Board but also offered to revisit the Board’s needs in the future if they provide us with the information that the Council needs in order to justify the Board’s request for additional funding.

He fully recognizes that the Board of Education has complete authority and discretion over the funds that the taxpayers provide to them through the budget referendum. In no way is he, or the Town Council, trying to dictate how they spend those funds. However, the Town Council has an obligation to protect the interests of Coventry’s taxpayers and ensure that all of the money that is appropriated to the Town and to the School District is being used wisely and prudently. Once the Board requests additional funds for any reason, the Council has the right and the obligation to seek information from the Board to justify their request. That is all that we have been doing.

The Schools’ budget represents nearly 70% of Coventry’s entire budget. Just as the details of the past use of funds and performance and the proposed spending plans of every department in the Town Government will be scrutinized by the Town Council, so will those of the School District during our upcoming budget deliberations. The taxpayers

have the right to expect us to demonstrate that the money being requested and being spent is necessary and that it is being spent wisely and efficiently. In order to do that the Town Council will be asking a lot of questions of our Town Department leaders and the Town Manager and we will be asking a lot of questions of the Board of Education and their staff about the School District's past spending and their future spending plans. This is the only way that the Town Council can fulfill our obligation to the taxpayers and come to a reasoned decision about our recommended level of funding for the schools, our Town departments, our proposed capital projects and debt service. The Town Council is charged with receiving all of the requests for spending and then prioritizing the many needs of the town and our schools and creating a budget that will meet all of our needs and be sensitive to the demands being placed on Coventry's taxpayers.

His hope is that the Board of Education will be an active partner with the Town Council in getting the information and answers we need in order to determine the appropriate level of funding for their budget for the 2016-2017 school year and that they will provide the Town Council with the information we need to justify any future requests for additional appropriations.

To start off on the right foot going forward, the Town Council unanimously sent the Board of Education a request for detailed information a few weeks ago, that we will need in order to come to a reasoned decision on what level of funding is appropriate for the Schools for the coming year. We hope that the Board will provide the entire Council with detailed, specific and transparent answers to our questions. We have asked that this detailed information be provided to the Council as soon as it is available and for the Board not to wait to present it at the time of their budget presentation because the Council's time to deliberate is so short. The Board has completed their budget deliberations and is preparing their request for funding so he assumes that the Board has discussed this information as part of their process and that it will be delivered to the Council shortly. He is looking forward to working with the Board of Education going forward."

Richard Williams said it is better to have a surplus than a shortfall. Thomas Pope said it is good to have a surplus, but to have one and say it didn't exist isn't good. It is not clear where the taxpayers' money is going. Andy Brodersen asked what happens to the surplus. Matthew replied they have authority to spend it however they choose. Andy asked if we ever get anything back. Julie Blanchard replied we got \$3,000 back last year.

D. Steering Committee – Thomas Pope:

No report.

E. COVRRRA – John Elsesser:

1. Transfer Station: a proposal for engineering and design is still in process. Not ready for action.
2. Tipper barrel swap: When people want to change their tipper barrel size right now there is \$75 delivery fee. We were able to work out a once-a-year subsidy with a one-third split between the resident, the Town and the vendor. Approximately 25 households change each year due to family size changes. He is recommending we do it again for late June distribution. This would be the 4th year. COVRRRA has funds to support it. It is solid waste and recyclables. About half size up and half size down. Most people upsize recyclables. They pay USA Hauling directly. The Council agreed by consensus to offer the program again this year.

Richard Williams said when he looked at the transfer station information in the quarterly report, he wasn't sure what he was looking at. How many customers actually use it? John replied on a Saturday there can be lines. It is why we extended the Thursday hours. There is only one employee down there. Richard asked if we keep a customer count. John replied if they just go down with free items like cardboard or metal we don't track them. We track tonnage and the people who pay us. We get different revenue by type of product. We are saving \$60/ton to dispose of municipal solid waste, plus whatever revenue we get from recycling. We will see if we have a car count.

F. Town Manager – John Elsesser:

1. Projects update:

- A written document is in the Council packet. He will answer questions.
- We are video streaming the meeting successfully tonight. The vendor did a software upgrade last time and didn't reboot the server which is why it didn't work. It appears four people are viewing the meeting right now. There is about a 2 second delay. Now people without cable can watch the meeting on the Internet.
- The Board of Education finished their budget Thursday night. We don't have it yet, but have heard they are requesting an increase of 1.89%. We will use that number to move forward with the budget. Matthew O'Brien asked when we send our recommendations for consolidation of non-educational services if we can send some figures so they will know potential savings. John replied he has some information, but not all. Part of this is to start a dialogue.
- We attended a project update meeting at CT DOT on the Rt. 31 curve realignment project. The contract has been signed and will officially start 4/1. They may ask for an early start for tree removal because it has to be done by 4/15 before bats start mating. They also may want to start blasting into the rock ledge. They have to post pictures of turtles. Hannah Pietrantonio asked about sewer impacts and expressed her concern for local businesses. She asked if any notification is pending to them. John replied that the State has a project management consulting firm so that will be their responsibility. We are very sympathetic to business impacts. We don't have a project schedule yet. We will start at Rt. 275 and Lake Street because we have to do sewers first.
- Matthew O'Brien asked whether Coventry Soccer is doing any fundraising for the improvements at Laidlaw Park. John replied we don't know what they are doing internally. We put something up on our e-blast. We are still working out the actual transfer of money to them. We need something from them requesting \$30,000. Matthew said he is supportive of the project and would like to help if he can.
- Julie Blanchard asked for an explanation of MBE and SBE. John replied it stands for Minority Business Enterprise and Small Business Enterprise. There is a new State requirement that we have to hire minority and small business enterprises at 25%. This will affect the LOTCIP project already in the works. No explanation was given regarding the change. The Governor's proposal is to postpone this for 2 years. We have asked for that immediately – we have to go out to bid and don't want to hold it up. We would like to clarify now - 2015 CDBG funds are all sitting waiting because we can't get answers from CHRO because nobody understands how the program works.
- Thomas Pope asked about getting a copy of the letter that is going out on 3/25 to Bolton Lakes Regional Water Authority to revise and regulate water flow. He asked if

it would be feasible to do sewers prior to construction of Lake/Cross. John said we are definitely doing Main Street – we are looking at going to Robertson. At a minimum we are getting out of the roadway onto the shoulder. The Town has one property we would like to get sewer to before we sell. We could get up to the corner of South Street but there are not a lot of properties. We will at least get out of the pavement so we won't have to chew it up.

- Thomas Pope said the president of Pine Lake Shores addressed the Council on a turnover of Association roads project that dates back to a Council policy that was established in 2007. The Association began the work as indicated but as they continued with the process new requirements and expenses have come up. He asked what the new requirements are, saying a turnaround area was not in the original requirements. John replied we don't agree. We believe we have always required a turnaround. Matthew asked if it is in the written policy. John replied it is insinuated. We have standards about width, pavement etc. We have accepted the major roadway at Pine Lake Shores. We have had different Public Works Directors with different interpretations of the standards, but people could get killed. It happened in Tolland. We have the language. In his opinion it is not a change. Thomas asked when we accepted other association roads if there were turnarounds. John said yes. Most were through roads. There has been a long-standing issue with Avery Shores regarding a turnaround. Thomas said it seems like a breakdown of communication. It is a customer service problem. From 2007 to now is a long time to get something completed. He would like to move forward - at least to get clarification. Maybe we could meet with them again. Julie asked if we should put a review of the policy on the Steering Committee agenda. Tom replied not in March – we will be too busy with the Library. They have waited this long but it is important they see some type of cooperation to assist them.
- The Town Hall building is coming back together after the water issue. We will be dealing with the contractor's insurance company. We are painting one wall and new ceiling tiles are on order. All that remains is flooring. We are getting prices for asbestos removal on the downstairs flooring. It is not insurable. The recommendation will be to abate instead of trying to carpet over it. Thomas Pope asked if water breached the vault. John said yes. The vault is concrete. Water came through the cracks. In the Town Clerk's office it was minor – it took out 8 volumes that were already digitized. If we find they can't be salvaged they will be reprinted. Thomas asked if we have identified where the breach was so in case of fire it can be resealed. John said yes. It is very minor. In the downstairs vault it dripped down the wall, but that's where the old grand lists were stored so we sent those out to be freeze-dried. We will not be putting them back on those shelves. Overall it was relatively minor – it could have been a disaster. The vaults did what they were supposed to do. The real damage was in the hall. It has been a nightmare but we are on the upside. Matthew expressed thanks to John and Town staff – he knows they have been putting time in on weekends and nights for this in addition to all the budget work. John replied he had staff in over the weekend to hand-feel all the volumes for moisture. It was very emotional. The Town Clerk called in when she saw our posting about burst pipes to see if she was needed. We had problems in two of our firehouses over the weekend too because of the extreme cold weather. The contractor would like us to replace the water in the lines with an anti-freeze solution. We looked at that when considering replacing the boiler two months ago but if we replace the boiler we would have to throw all that solution out. We would like to do it all at once. It is encouraging that the duct system seems to be functioning now, and we can get a remote alarm on our iPads.

2. Bond Sale: The bond sale is Thursday. We are hoping for very good rates. The Muni Bond market is selling well. It may be a half percentage point below what we were estimating. We were reaffirmed as an Aa2 by Moody's with very strong language due to our positive fund balance and pension funding. We are working with them to clarify language from "none" to "no significant withdrawals" from the Council's 1.5%.

3. Capital Improvement Plan presentation: John Elsesser presented an overview of the CIP budget, which is attached to these minutes. Following the presentation, Thomas Pope asked about guardrail that was hit by snowplows and whether those would be fixed before put new guardrails are put in. John asked for details about locations, noting that some of them can't be fixed due to design limitations and standards. Sometimes banged up guardrail is ok. Thomas said he was thinking of Merrow Road and Brigham Tavern, which have snapped cables. He will send photos. Thomas also asked about the Capital Non-Recurring Equipment Fund (CNREF), where it says, "In an effort to restore the fund, increasing appropriations are scheduled to get to point where major purchases can be made." It appears the next two sentences are contradictory. We are putting \$50,000 in and taking \$70,000 out. John replied the long term plan is to increase the fund without increasing people's taxes. Matthew O'Brien said we can always put more in if over the year we find we can.

John Elsesser said we had an interesting meeting with CT Natural Gas regarding a proposal to bring natural gas to Coventry if the Town can act quickly. The cost of the local contribution has gone down dramatically but the issue is more than that because we would have to do building conversions and run lines in. It is not as expensive as other lines because it is not that deep. Their proposal also requires repair of roads, some scheduled already, some not. Long term his opinion is that natural gas is the more cost efficient approach. We could do a micro-grid in times of emergency, as well as a fuel cell. It could also open the door to expand in the Village area to provide more housing options. Senior housing right now has electric heat. Matthew O'Brien said conceptually it is a great thing but we will have to look at it. John said we told them it is a bad month to research the matter, but they want an answer by April because they have money to spend. There is no guarantee the price would hold in the future. Some aspects may be negotiable but other aspects are controlled by PURA. Some legitimate concerns were raised. The anti-fracking group may be opposed. Matthew asked if there are any economic development implications. John replied yes – a mixed-use development across the street. The line would run down Rt. 44 from Depot, turn up Ripley Hill to Eastview Drive and Gardner Tavern. Many of those houses are looking at the end of their furnace life cycle so the timing would be good. Matthew asked if there would be an increase in assessment. John said we don't really know; probably not changing from oil. With oil prices low there is not a great payback right now. He doesn't believe oil will stay where it is. Gas is more local. We don't know how to proceed at this point. There are other questions to be answered. CNG offered to come to the March 7th meeting. Hannah Pietrantonio noted that CNG is also going to Hebron. John said they have a major user that would like to come in there and their project would only work with gas. There may be some flexibility in how they would accept payment. Timing-wise it would be a lot better a year from now. Lisa Thomas said she is not sure how much time and energy we can give to a secondary presentation with budget presentations set for 3/7. Thomas Pope said he thinks we should go ahead and strike while iron is hot. Julie Blanchard said she would be willing to hold a special meeting on 2/29. John will check with CNG and advise.

7. Unfinished Business:

Motion #15/16/300: Matthew O'Brien made a motion to move up item 7A, # 15/16-60: Consideration of Temporary Staffing Agency for Ambulance Response During Daytime Hours, as the next item of business. The motion was seconded by Hannah Pietrantonio and carried on unanimous vote.

Matthew O'Brien said that the Finance Committee looked at the contract and recommended two changes to language. On page 7, Item F the last sentence will be eliminated. On page 10, Item 13 under Right of Refusal, the title Fire / EMS Administrator will be specified instead of Officer. The company has accepted these changes in principle by phone this afternoon. We also clarified payment will be made after the fact rather than in advance so there is no need for credit. **Motion #15/16/301: Matthew O'Brien moved to accept both agreements as outlined. Thomas Pope seconded the motion.** Richard Williams asked what the business agreement is. John Elsesser replied it allows HIPPA information to be shared. There are insurance waivers, etc. when you go to doctor's office. This allows various entities to share the information and establishes the Town as the owner of the information. Andy Brodersen said without that you can't bill. Matthew noted the information is protected under federal law. Richard asked if the document has been reviewed. John said yes, our town attorney looked at it plus someone on his staff familiar with HIPPA. Julie Blanchard said the Finance Committee has also reviewed it. John said this has been a lot of work by Noel Waite and the Board of Fire Officers. John talked with them last week. There are a lot of other protocols regarding what to wear, where ambulances park, etc. Vintech is ready to go live next week. There will surely be issues we haven't thought of but they have spent a lot of time preparing this. The chores list is 90% done for what they will do when not on call. **Motion #15/16/301 carried on unanimous vote.**

6F. Town Manager, continued:

4. Grand List: The attachment shows where we are at this point. We will have to make some assumptions to arrive at where we are comfortable. We are transitioning back from the temporary assessor to our regular assessor. The good news is we feel comfortable that we have positive and healthy growth. We think 2% was a little overstated with the CT DMV issues. Thomas Pope said he wants to clarify that this problem is not a Coventry problem – it was brought on by mismanagement at the State level by same department they want to put in charge of registering voters.

5. Legal Notice, Public Hearing, CDBG: We are holding a hearing for Community Development Block Grant funds in conjunction with the Economic Development Commission meeting on February 25th. We would like to have a group there for a record of support to submit with the grant. We had thought we would do another round of housing rehab because we got good response from the postcard mailing, but in going through that list a lot of candidates have withdrawn. Some didn't want to share income information. We got \$60,000 in program income and must spend it before we can get more grant money. It is what the grant is supposed to do but we are not in a competitive position to apply. The Housing Authority wanted to come in for roofing replacement at Orchard Hills and broken pavement areas behind the building, and maybe kitchen renovations. The Housing Authority would be entitled to \$800,000. Laurie Pinkston is working with contractors to get pricing and specs. We have to submit an intent to apply by the end of the month. We will see what people say at the public hearing.

6. Hydrilla Management Plan: Hannah Pietrantonio said she is very concerned about the lake and the role CT DEEP should be playing in addressing this issue but is not. Other than the State boat launch people can launch boats from their own properties so how would we ever control a weed like this? How would a quarantine happen? John replied that CT DEEP made it clear that a

quarantine is not realistic – we don't want to close the lake. The Hydrilla is in a different spot than we thought it was. This is one of the areas we talked about having a no-wake zone. Hannah noted the cost of testing 3 times a year at \$5,000-\$10,000 per test. She said there is no public awareness. Lisa Thomas said we have a lot of really good data and good expertise within our community. A big focus of the data that the high school students did was the potential economic impact of the degradation of the lake. With our reliance on property tax, it is a serious issue for us if the lake degrades. We only need to look at what Bolton has been struggling with to see how it could be. Parks & Recreation is highly dependent on lake-gate revenue. It is in our best interest to make sure we are proactively doing whatever we can. If CT DEEP decides to quarantine a portion of the lake how do we communicate to those residents? The State boat launch is there and their monitoring is not good. Our lake patrol person is not enough. Thomas asked what Lisa is proposing. Lisa said she thinks there needs to be pressure put on the State to look at all avenues and costs. They need to make a commitment to better monitoring and enforcement at the boat launch. The greatest danger of invasives coming in is at the State boat launch and by waterfowl. We can't control waterfowl but we can control the boat launch. John said unfortunately Hydrilla is still sold as an aquarium supply. Matthew O'Brien asked if there are there pet stores we can collaborate with. Hannah noted a proposed boat wash area fell through. John said there used to be grants for that but the State didn't want it because they were concerned with what would be done with the water. There was also proposed legislation last year that didn't go forward about regulating flyboards. Perhaps our legislators could look at those issues combined. Another bill is moving forward to look at flyboards again. We gave our report to Rep. Kennedy. We could ask our State Senator and Representative to come in and meet with us to be our champions at the State. Dr. Kortmann, after reading this report changed his stance on the use of chemicals. Perhaps we could apply them and do a boom area. Thomas said he is not sure pursuing State support will be timely enough. Richard Williams asked what we can do as a Council. Lisa said we could put more money in the budget. Richard asked what the real cost is. John referred to page 9: \$15,000-\$16,000 per year. There is some money that the State has. He thinks we need to have dialogue with them, plus the Lake Advisory & Monitoring Committee, the Parks & Recreation Commission, etc. We could have a forum with our State Representative and Senator and CT DEEP officials. Matthew said he thinks the Council is willing to do what we have to do. John will get staff to work on setting it up.

8. Quarterly Reports: Richard Williams' area of interested was already discussed under COVRRRA. Julie Blanchard said she was surprised there were no zoning applications during the quarter. John noted the meetings got snowed out twice.

9. Staff Meeting Notes: Thomas Pope removed this item from Consent to point out some of the work COST is doing. He noted that the Town Manager plays a significant role at COST. John said that he alerted staff to an issue regarding cancer presumption for fire fighters because of the enormous dollar potential. If any fire fighter gets cancer it is presumed to be job related. Costs are dramatic and include the full cost of treatment, wages, etc. It passed in California and in the first year they paid \$1 billion. It is one of the mandates towns fought off last year but we know it is coming back. Right now there seems to be willingness with fire unions to look at the possibility of long-term and short disability coverage vs. workers comp coverage. This is special-interest targeted legislation. It is the biggest unfunded mandate we have ever fought. We are trying to come up with a more insurable approach. Towns keep being told to be more cost effective and then we get these unfunded mandates. We got rid of heart and hypertension presumption for new hires. COST and CCM are our lobbying groups.

8. New Business:

A. 15/16/66: Consideration of Proposal for Audit Services: Motion #15/16/302: Matthew O'Brien moved to accept the 3-year agreement with BlumShapiro to provide audit services as detailed. The motion was seconded by Andy Brodersen and carried on unanimous vote.

9. Miscellaneous Correspondence:

D. Aquarion Awards: Lisa Thomas asked if we can nominate the Coventry Lake Advisory & Monitoring Committee for this award. John said we will review the criteria to see if it appears they would be eligible.

10. Executive Session:

Motion #15/16/303: Thomas Pope moved that the Town Council enter into Executive Session at 10:05 PM pursuant to Connecticut General Statutes 1-200(6)(B)-discussion of strategy and negotiation with respect to pending claims and litigation to which the public agency or a member thereof, because of his conduct as a member of such agency is a party until such litigation claim has been finally adjudicated or otherwise settled; and 1-200(6)(D)-discussion of the selection of a site or the lease, sale or purchase of real estate by a political subdivision of the state when publicity regarding such a site, lease, sale, purchase or construction would cause a likelihood of an increased price until such time as all of the property has been acquired or all proceedings or transactions concerning same have been terminated or abandoned with the following people in attendance: Town Council members, the Town Manager and the Finance Director. The motion was seconded by Richard Williams and carried on unanimous vote.

Motion #15/16/304: Hannah Pietrantonio moved to leave Executive Session at 10:40 PM. The motion was seconded by Matthew O'Brien and carried on unanimous vote.

11. Adjournment:

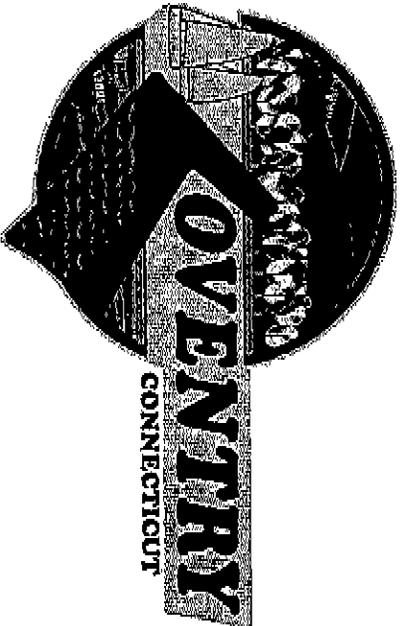
Motion #15/16/305: Matthew O'Brien moved to adjourn the meeting at 10:41 PM. The motion was seconded by Thomas Pope and carried on unanimous vote.

Respectfully submitted,

Laura Stone
Town Council Clerk

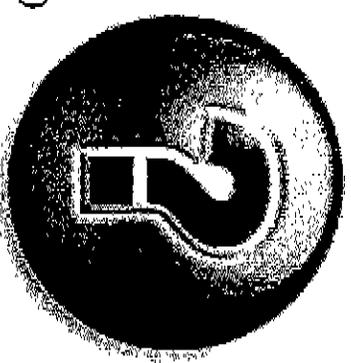
Note: These minutes are not official until acted on by the Town Council at its next regular meeting. Those meeting minutes will reflect approval or changes to these minutes.

PRELIMINARY
CAPITAL IMPROVEMENT PLAN
FY 16/16-21/22



John Ellessor, Town Manager
February 2016

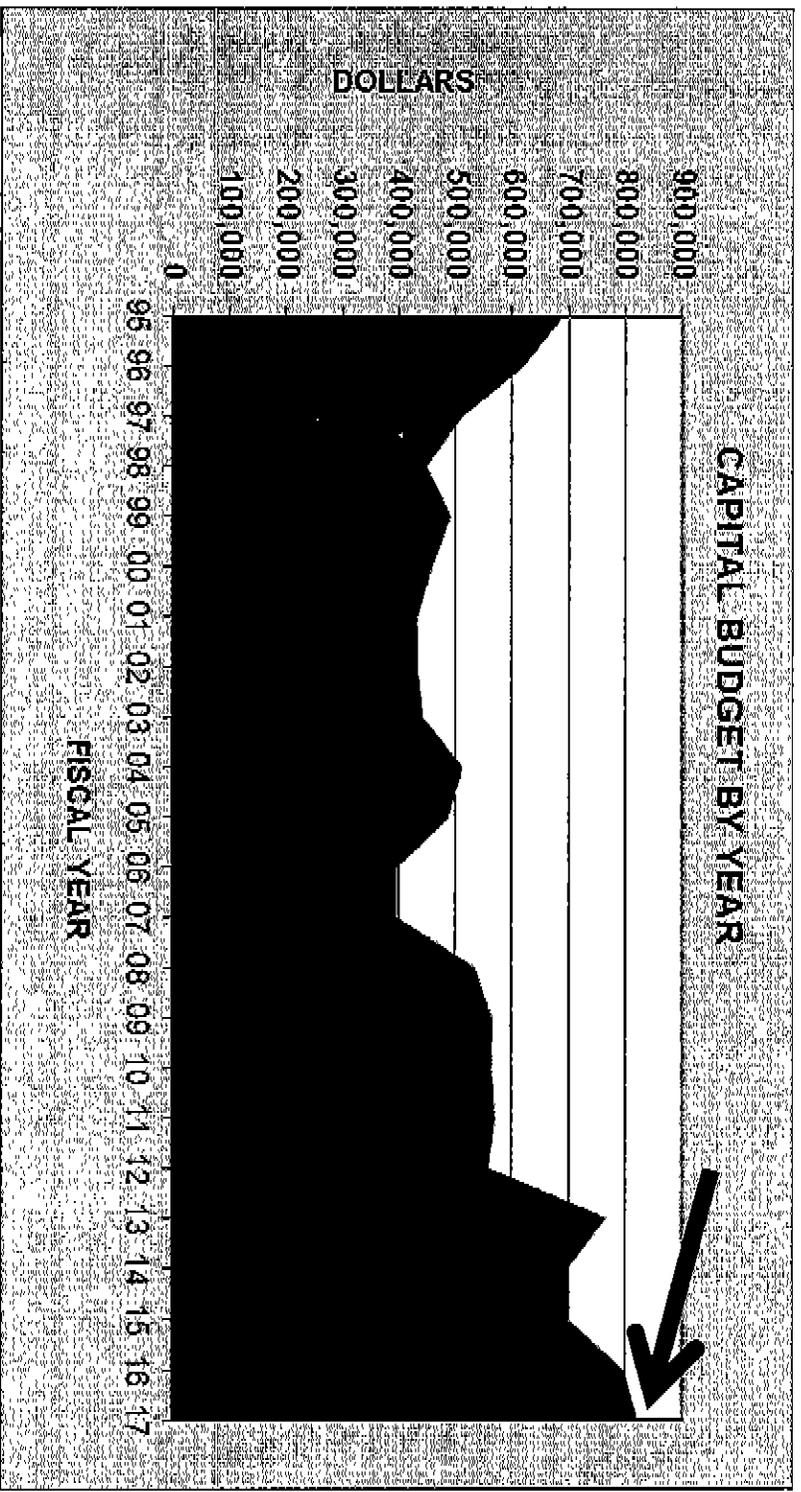
WHAT IS A CIP & WHY?



- A multi-year planning instrument used to identify needed capital projects and to coordinate the finance and timing of the improvements
- Allows priority setting
- Can save money through coordination
- Assists in obtaining positive Financial reviews
- Assists in obtaining Grants

SHOWS THE BIG PICTURE!





CIP HISTORY

CPI Inflation Calculator - Google Chrome...
 CPI Inflation Calculator X
 data.bls.gov/cpi

CPI Inflation Calculator

Has the same buying power as:

\$ in

\$ in



MULTI-YEAR SUMMARY

Town of Coventry, Connecticut Capital Improvement Plan FY 17 thru FY 21

FUNDING SOURCE SUMMARY

Source	FY '17	FY '18	FY '19	FY '20	FY '21	Total
Bonding	4,500,000	2,700,000			5,000,000	12,200,000
Capital Fund	29,000	27,000				56,000
Capital Re-Reserving Fund	77,000					77,000
Consevery Fund		30,000				30,000
Donor Fund (State/Share/No. gov't grant)	7,400					7,400
General Fund	821,200	1,455,334	1,456,481	1,223,140	1,159,313	6,115,468
Lease/Purchase	773,000	415,000	415,000	750,000	270,000	2,623,000
Local Land (Town Clerk fees)	20,000					20,000
LOCF	100,000	100,000	100,000	100,000	100,000	500,000
Miscellaneous Highway Fund	10,000					10,000
Park's Park Fund	5,000	5,000	5,000	5,000	5,000	25,000
State/Federal Grant/Loan	2,300,500	580,000	280,000	280,000	280,000	3,460,500
STEADP Grant	560,000	250,000	400,000	400,000	500,000	2,050,000
Town Rental Income	10,000	10,000	10,000	10,000	10,000	50,000
GRAND TOTAL	6,657,100	5,332,334	2,686,481	2,778,140	7,394,313	27,204,368



ESTIMATED REVENUES: HOW TO PAY FOR IT

Estimated Revenues	Adopted	Requested	Inc/dec
	15/16	16/17	
General	794,620	821,200	26,580
Town Aid Road	290,000	290,000	0
LOCIP	100,000	100,000	0
Capital Non-Recurring Reserve	93,700	77,000	-16,700
State & Federal Grants	530,000	2,218,500	1,688,500
Notes & Bonds	2,921,000	4,500,000	1,579,000
Other	43,000	77,400	34,400
Lease Purchase	1,060,000	773,000	-287,000
TOTAL	5,832,320	8,857,100	3,024,780



ESTIMATED EXPENDITURES: WHERE'S IT GO?

Estimated Expenditures	Adopted	Requested	Incl/dec
	15/16	16/17	
General Administration	656,620	661,700	5,080
Public Safety	1,039,000	824,500	-214,500
Public Works	3,393,700	884,400	-2,509,300
Human Services	0	50,000	50,000
Culture & Recreation	65,000	6,057,000	5,992,000
Education	628,000	329,500	-298,500
Reserve for Capital (CNREF)	<u>50,000</u>	<u>50,000</u>	<u>0</u>
TOTAL	5,832,320	8,857,100	3,024,780



General Fund Capital expenditures proposed for FY 17

1 Summer Road Program (partial-see also Town Aid)	270,000
2 School Computers	150,000
3 Town Hall Computer Upgrades	36,700
4 Classroom furniture	30,000
5 Police admin vehicle	17,500
6 SCBA fire paks/ hose	15,000
7 Fire gear	20,000
8 Open Space Fund	25,000
9 Pat. Park: Lodge furnace replacement	17,000
10 CNREF	50,000
11 Town Hall boiler and fuel tank replacement	30,000
12 Small senior van replacement: grant match	10,000
13 Zero radius mower-small	12,500
14 1 dump body replacement	10,000
15 CHS Hurlock gym floor refinishing	27,500
16 Fire scba air tank compressor CVFA	85,000
17 Lake management: Fanwort & Benthic Barrier match	15,000
TOTAL	821,200



LOCIP: 100% STATE GRANT

1	Tracy Shoddy Mill completion	\$35,000
2	Miller Richardson improvements	\$11,000
3	Field irrigation	\$20,000
4	Laidlaw soccer fence	\$24,000
5	Guardrail	\$10,000
	Total	\$100,000



SUMMER ROADS

- o \$270,000 from General Fund plus \$290,000 from

Town Aid for Roads (TAR) = \$560,000

- Shimming & Chip seal
- Reclamation
- Some Crack Seal
- Plus leveling and patching for next year.

- o Roads to selected based on “Rideability index”
- o Plus Road Bond proposal



**CNREEF:
RESERVE FOR
CAPITAL
PURCHASES**

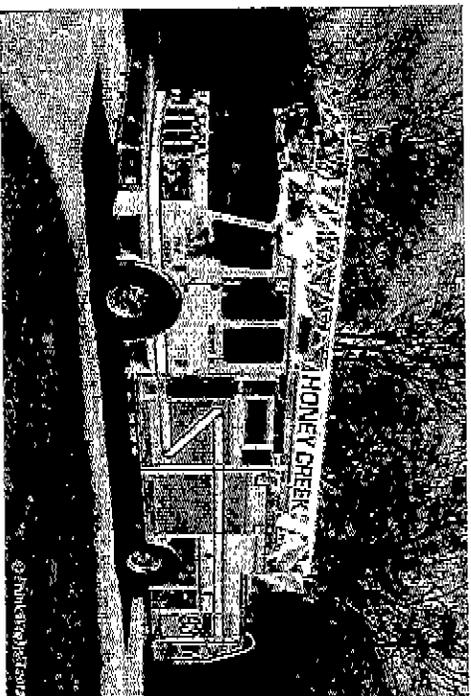
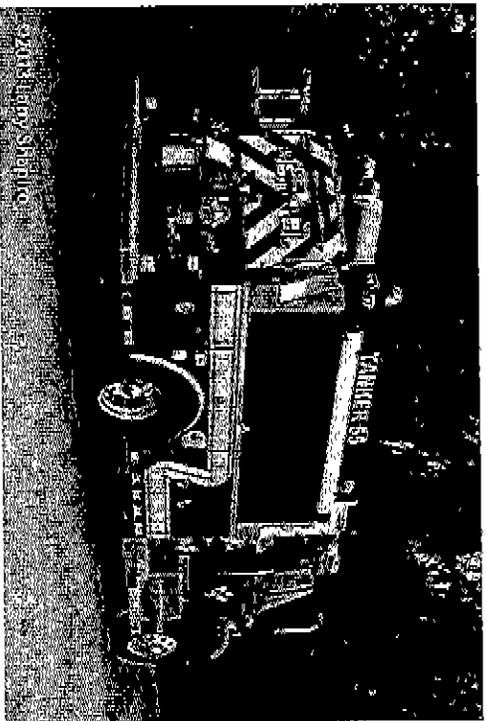
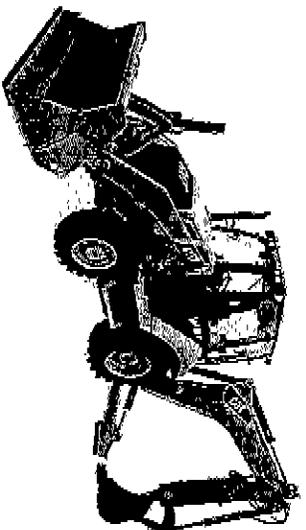


Annual contribution
to CNREEF of \$50,000

\$77,000 withdrawal to purchase
a small dump truck



LEASE PURCHASE



One five year lease purchase is proposed for a used Quint fire apparatus and two ten year lease purchases for a 4x4 Backhoe and a Fire Tanker. The new leases will cost approximately \$122,000 annually including interest. One lease purchase has been paid off so the net increase to the budget is \$88,525



OTHER MINOR FUNDS

1.	Patriots Park improvements	P Park fund	\$5,000
2.	Tower equipment	Radio Tower fund	\$10,000
3.	Cafeteria upgrades	Café fund	\$25,000
4.	Tracey Shoddy mill completion	Local Locip fund	\$20,000
5.	High visibility signs	Misc. Hwy fund	\$10,000
	Total		\$70,000

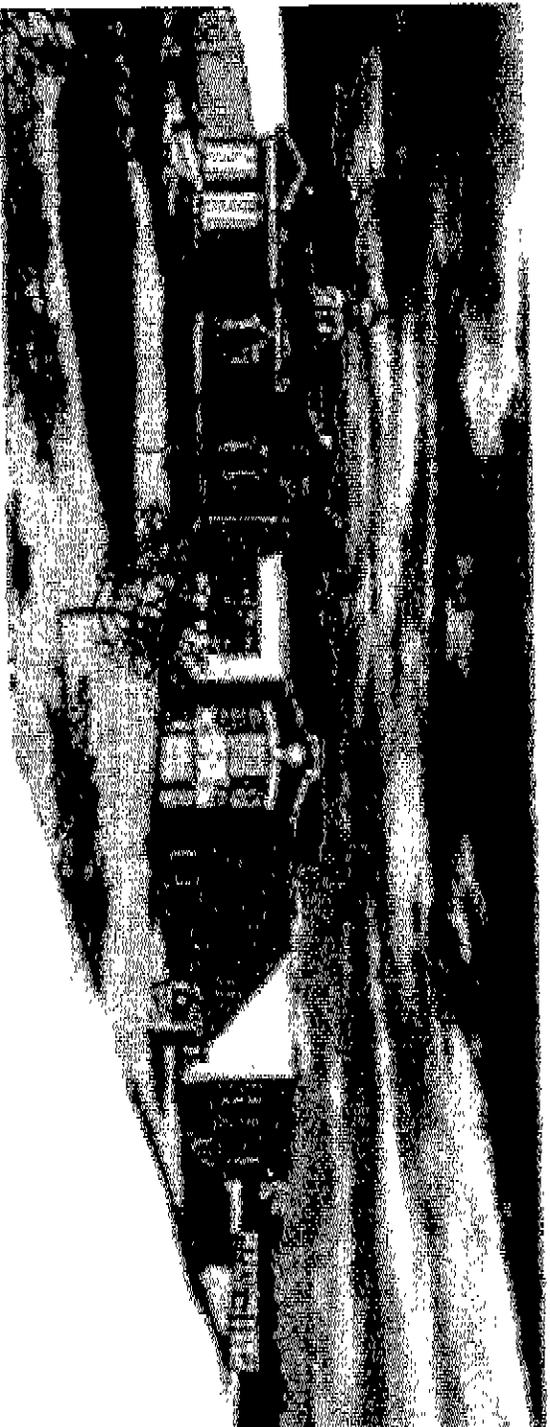


FUTURE BONDING PROPOSALS

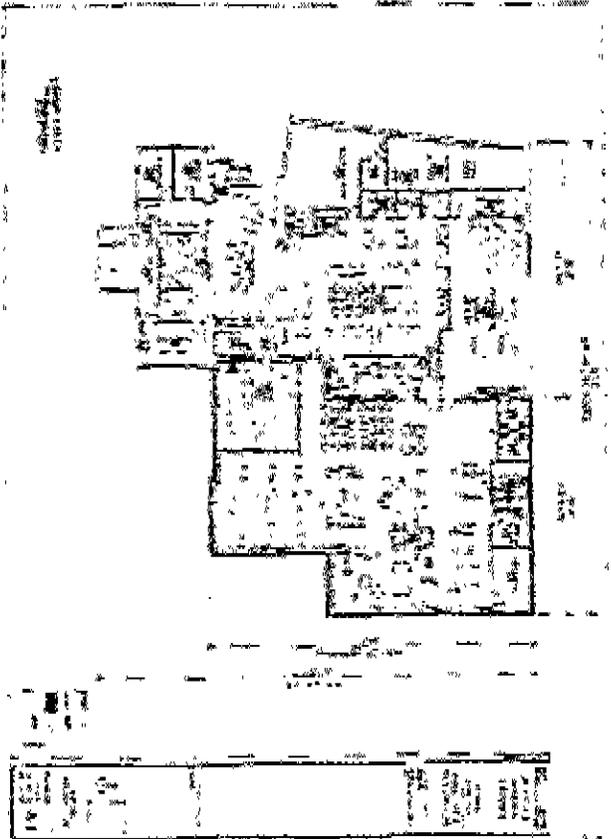
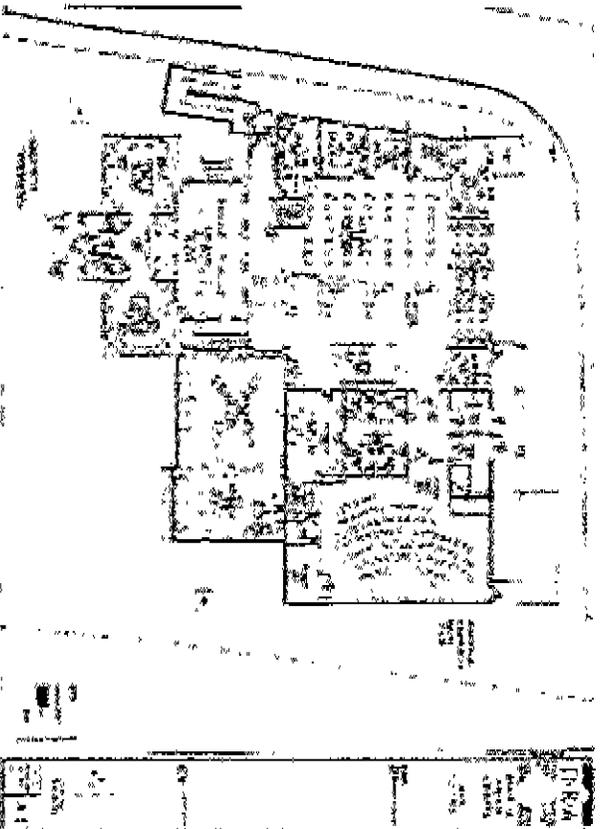
FY 17: Concept calls for an expansion and renovation of the Booth Dimock Library. This year would be for vote only. No fiscal impact.

The CIP envisions a \$6,000,000 project offset by \$1,500,000 in grants for a net borrowing of \$4,500,000

Project is still in a concept stage: Timing, size and scope, and final costs to be determined.



LIBRARY CONCEPT



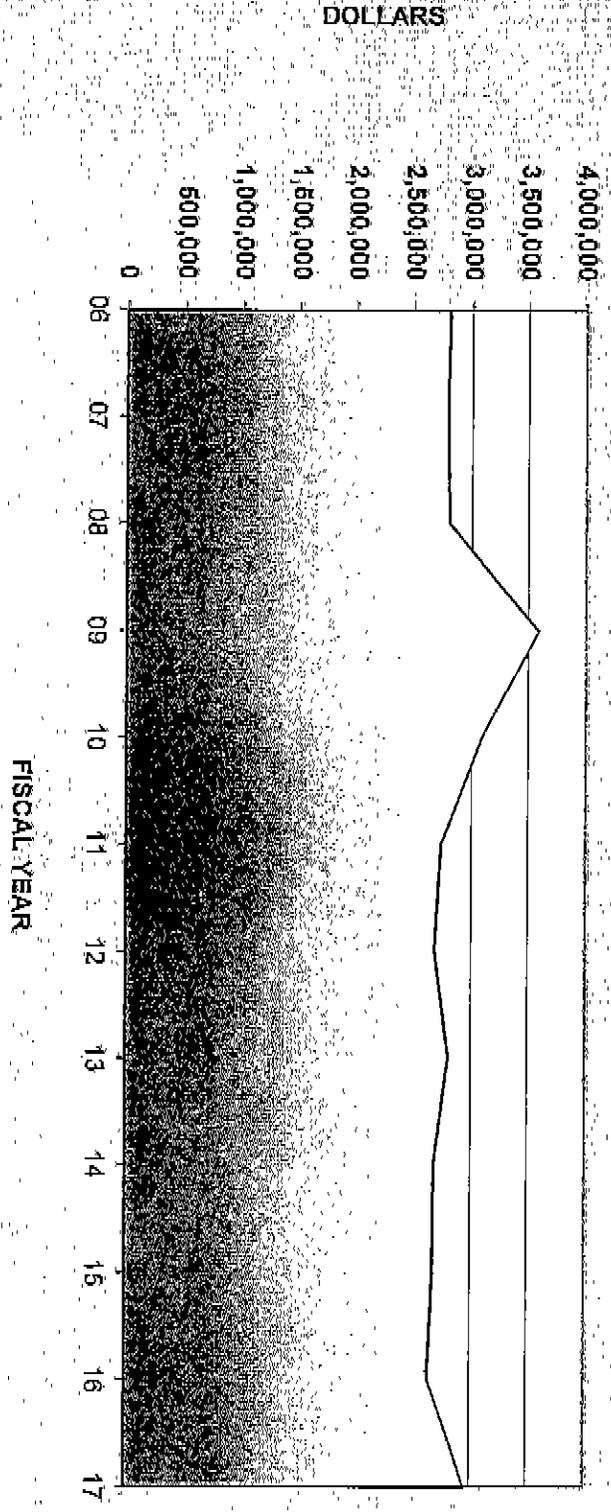
FY 17/18 BONDING PROPOSAL SCHOOL ENERGY/ELECTRICAL BONDING

<u>project</u>	<u>districtwide</u>	<u>CHS</u>	<u>CNH</u>	<u>GHR</u>	<u>CGS</u>	<u>Total</u>
Instal VFD	\$36,000	\$54,000	\$60,000			\$114,000
Boiler bypass mods						\$36,000
unit ventilator rplmnt w occp sensors		\$185,000	\$155,000	\$80,000	\$120,000	\$540,000
occupany sensors-exhaust fans	\$70,000	\$30,000				\$70,000
control valves in admin area		\$133,000				\$133,000
Lighting/surge protection			\$40,000	\$120,000		\$160,000
classroom controls				\$56,500		\$56,500
HVAC upgrades			\$40,000			\$40,000
add HVAC -kitchen				\$25,000		\$25,000
add Hydronic heat in media ctr						\$200,000
VOIP telephone system BD/Town	\$200,000					\$200,000
Security camera upgrades	\$75,000					\$75,000
Security access credentialling	\$125,000					\$125,000
Entrance security modifications		\$75,000	\$25,000	\$25,000	\$25,000	\$150,000
Generator connections	\$80,000					\$80,000
ADA compliance		\$125,000				\$125,000
Fuel tank replacement		\$50,000				\$50,000
Fire & Sesmic code update (doors)		\$250,000				\$250,000
café reconfiguration		\$60,000				\$60,000
Fiber connectivity to schools/patriots park/DPW						\$325,000
Contingency 10%						\$271,950
bonding/legal						\$80,000
Total						\$2,996,450



HISTORICAL DEBT SERVICE

DEBT SERVICE BY YEAR:
Includes Sewer Debt paid by assessments



HISTORICAL DEBT STATEMENT

Historical Debt Statement

	2014-15	2013-14	2012-13	2011-12	2010-11
Population ¹	12,434	12,434	12,435	12,445	12,402
Net taxable grand list	\$ 999,714,550	\$ 994,973,795	\$ 983,526,745	\$ 968,625,559	\$ 957,020,822
Estimated full value	\$1,428,163,643	\$1,421,391,136	\$1,405,038,207	\$1,383,750,799	\$1,367,172,603
Equalized net taxable grand list ²	\$1,377,873,593	\$1,353,205,676	\$1,323,175,982	\$1,331,531,193	\$1,366,219,704
Per capita income ¹	\$ 40,129	\$ 40,129	\$ 38,946	\$ 37,212	\$ 35,349
Short-term debt	\$ -	\$ -	\$ -	\$ -	\$ -
Long-term debt	\$ 17,837,974	\$ 19,877,117	\$ 21,867,770	\$ 23,735,000	\$ 23,864,272
Total Direct debt	\$ 17,837,974	\$ 19,877,117	\$ 21,867,770	\$ 23,735,000	\$ 23,864,272
Net Direct debt	\$ 14,572,050	\$ 16,174,707	\$ 17,823,365	\$ 19,349,410	\$ 19,085,790

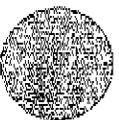
¹ U.S. Bureau of Census.

² Office of Policy and Management, State of Connecticut

HISTORICAL DEBT RATIOS

Historical Debt Ratios

	<u>2014-15</u>	<u>2013-14</u>	<u>2012-13</u>	<u>2011-12</u>	<u>2010-11</u>
Total Direct debt:					
Per capita	\$ 1,434.61	\$ 1,598.61	\$ 1,758.57	\$ 1,907.19	\$ 1,924.23
To net taxable grand list	1.78%	2.00%	2.22%	2.45%	2.49%
To estimated full value	1.25%	1.40%	1.56%	1.72%	1.75%
To equalized net taxable grand list	1.29%	1.47%	1.65%	1.78%	1.75%
Debt per capita to per capita income	3.58%	3.98%	4.52%	5.13%	5.44%
Net direct debt:					
Per capita	\$ 1,171.95	\$ 1,300.85	\$ 1,433.32	\$ 1,554.79	\$ 1,538.93
To net taxable grand list	1.46%	1.63%	1.81%	2.00%	1.99%
To estimated full value	1.02%	1.14%	1.27%	1.40%	1.40%
To equalized net taxable grand list	1.06%	1.20%	1.35%	1.45%	1.40%
Debt per capita to per capita income	2.92%	3.24%	3.68%	4.18%	4.35%



DEBT SERVICE SCHEDULE (WITHOUT SEWER AND LEASE PURCHASES) INCLUDES ESTIMATED ROAD BOND

