

**AVON TOWN COUNCIL
SPECIAL MEETING MINUTES
November 17, 2015**

I. CALL TO ORDER

The meeting was called to order at 7:00 p.m. at the Avon Town Hall, in the Selectmen's Chamber by Chairman Zacchio. Members present: Mrs. Maguire and Messrs: Pena, Evans, and Stokesbury.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairman Zacchio.

III. PUBLIC HEARING: None

IV. MINUTES OF PRECEDING MEETING: None

V. COMMUNICATION FROM AUDIENCE: None

VI. COMMUNICATION FROM COUNCIL

Mrs. Maguire commented on the very nice Veterans Day ceremony that the Town had this past week that she and Mr. Pena attended. She noted that it was moved from the Town Green to Avon High School due to the inclement weather, Roaring Brook School students were there to sing, and the Town Manager made a few remarks. She added that we are one of the few towns that have school on Veterans Day and it is great because veterans go to each school for performances and speeches and a great educational opportunity for the children and meaningful day for the veterans.

Mr. Pena commented that at the last meeting he had mentioned the idea for the Lighting of the Christmas Tree. He reported that it will be held on Wednesday, December 2nd at 6:00 p.m. on the Town Green and will hopefully start a new tradition.

VII. OLD BUSINESS

15/16-14 FY 16/17 Budget: CIP Budget Presentations

a. 7:00 p.m. Police Department

Chief Mark Rinaldo and Lieutenant Kelly Walsh reported that their capital budget presentation is in two parts this year and carry over from last year. One request is the expansion of the emergency operations center and renovations to the police patrol building. He added that they are going to have Bruce Williams, Director of Public Works, present that during his capital budget presentation. He reported that the second request is our department radio system. He noted that he presented it last year and nothing has changed; they are looking to replace/upgrade their radio system. He noted that they formed a committee to look at the feasibility for opening

up a town-wide radio system which would include Police, Fire, Public Works, and Board of Education and may get some economy to scale if done this way and might be able to consolidate everything and hopefully be able to present something to you next year. He added that they put out an RFP for a radio consultant and received five responses who will be interviewed in December and select a consultant in early January. He noted that they do not know what the system is going to cost; there are estimates from \$2 million to \$10 million. He added that in the interim they are going to request \$100,000 in case the existing radio system fails so repairs can be made on a very quick basis. He noted that they are looking at a simulcast system; the Fire Department put together a proposal a few years ago. He commented that once they have cost from the consultant then they can present a phasing plan.

Chairman Zacchio clarified that the new radio system would be for all of the emergency services departments plus the Board of Education and Public Works. Chief Rinaldo responded yes, it would be a complete consolidated program. Chairman Zacchio questioned its redundancy plan around its failure. Chief Rinaldo responded that they would look for the consultant to answer that. He added that right now they have some redundancy with Farmington and Simsbury and may be part of the cost of the build out. Chairman Zacchio commented that part of the assessment will be back-up and redundancy. Chief Rinaldo noted that the State keeps talking about the regionalization but they never fund it so it does not look like it has any more traction. He added that if the cost is too high or it is not feasible to combine all of the departments then they will come back and look at what they should do within the Police Department. He noted that if something fails they will need a reserve amount for next year. He added that they have a reserve for the current year at \$20,000 for consulting fees and \$40,000 for repairs but those will likely need to be combined as the proposals received thus far ranged from \$20,000 to \$120,000 just to do the study. He noted that the committee will interview the consultants and make a recommendation to the Town Manager.

Chairman Zacchio questioned if we have any intelligence on new radio systems installed across the State with a similar approach. Fire Chief Michael Trick responded yes, with communication agreements by placing transmitters or booster units on surrounding communities; we have looked at this before on the west end with Canton and putting some redundancy in Canton. Chief Rinaldo commented that they are looking at the AT&T tower at the Landfill as in the next year or two they will have to offer it up to other carriers. He would look into if that tower would give us better coverage in that area of Town and the only other problem we would have is off the New Road side by the river. Chief Rinaldo questioned if the Fire Department has repeaters in their trucks. Fire Chief Michael Trick responded yes, they have stronger powered mobiles that will penetrate out of some of those darker areas for them. He noted that the Police's challenge is the handheld radios which are essential for the officers to communicate. Chairman Zacchio concluded that the proposal for the emergency operations center is in Public Works capital budget and a \$100,000 reserve in capital if we need radio repairs which seems prudent and the consultant. Chief Rinaldo commented that we have a radio vendor that is paid monthly for a maintenance service agreement and may be some alternatives we could use with them too.

Mr. Pena commented that last year the new nationwide 911 system was mentioned and he questioned where we are at with it. Chief Rinaldo responded that it is not included in the radio system itself; it is installed but there are problems statewide. He noted that if you call 911 now and the operators are already on the phone you will get a recording.

b. 7:30 p.m. Fire Department– a power point presentation is attached and made part of these minutes

Rob Shillington, President, Avon Volunteer Fire Department (AVFD) made the presentation. He thanked the Town Council and Town Manager for letting them be here tonight. He reported that Council will see some things that look very familiar and not a lot new in their presentation from the past two years. He noted that Fire Chief Michael Trick and Assistant Chief Bruce Appell are also in attendance. Mr. Shillington highlighted what was requested this fiscal year and what was actually approved. He highlighted the capital requests for FY 16/17. Chairman Zacchio questioned why go through the assessment process for the stations that we know need to be renovated so do we pick a station that you need the most renovation on and put that \$75,000 request at that station in terms of the renovation and keep whether we need to build a firehouse as a separate conversation. He noted that the Secret Lake fire station is too dated and too far off the beaten path for us to make the best use of.

Mr. Shillington highlighted the capital request for fire apparatus replacement as well as NFPA standards. Mr. Stokesbury questioned how a 20-year replacement policy is more conservative than the NFPA standard schedule of 15 years. Assistant Chief Appell responded that the NFPA standard just changed as it had been 20 years and are now recommending 15 years. Fire Chief Trick added that the 20-year replacement policy is more conservative in the respect that we are taking our apparatus out longer and if they are designed and well-built theoretically we could work them and we have proved that we can make the sustainability happen for approximately 25 years. Assistant Chief Appell reported that even with the two new pumpers coming online this fiscal year, out of the eight major pieces of apparatus all of them are 15 years or older. Mr. Stokesbury questioned if the current NFPA standard allow frontline responding units to be on a 20-year replacement cycle. Assistant Chief Appell responded that it is a recommended standard and not the law. Chairman Zacchio commented that we need to look at our situation specifically and the condition of our trucks and the history of their repairs and drives them to adopt what we need as appropriate to our Department and our Town's use. Assistant Chief Appell commented that a lot of it is based on more municipal departments that lack a maintenance program but they are cared for. Mr. Shillington commented that the 20-year replacement policy allows them to stretch it out in a certain way, being more conservative.

Mr. Stokesbury questioned an update on delivery of the new engines. Assistant Chief Appell responded that the first chassis is in production in Watertown; the body is in the paint shop and then electrical is next with a delivery timeframe of end of March 2016. He added that the second chassis has not been delivered yet, but it is built; as soon as it is in they will work right behind the first one with a delivery timeframe of August 2016. Mr. Stokesbury questioned the timeframe from delivery to us and being on the frontline and ready for a call. Assistant Chief Appell responded that once it is delivered it is ready to go and just a matter of our training. He noted that the first truck may take a little longer depending on the weather so we can get operators/drivers out with it. He would estimate that it would take one to two months from delivery before it is online. He added that the second truck should be able to go online immediately as it is relatively the same. Mr. Shillington commented that when the new one comes in they will focus on their primary drivers, most responsive, and get them up and trained and the others will fall into place as we go.

Mr. Shillington highlighted their request of \$75,000 for a fire station assessment. He noted that they are looking for a committee to come in and look at their four fire stations and make an assessment. He added there could also be conversations about renovating current fire stations and bringing them up to code. Chairman Zacchio commented he will look to the Town Manager's lead on which direction we should go with this. He noted that you know better than us what kinds of upgrades need to be done and amenities would make sense and if we have community buy in on trying to move forward with something like that and tonight we are talking about capital dollars and how we move forward as we put the budget together over the next few months. Mr. Evans asked if Chairman Zacchio is suggesting that we do not go forward with the facility study at all. Chairman Zacchio responded no and tonight's presentation is about the ideas of what could be in capital as we develop it the discussions we have tonight and the Town Manager will have a conversation with the Fire Department about how we approach this, in addition to what constraints we have in the capital budget moving forward. He noted that we will struggle with what dollars go where and where they make the most sense as we put together the budget. Mr. Shillington commented that they have struggled with having an assessment but will dig into it a little deeper. He noted that there is also a request for \$25,000 for maintenance to start working on fire stations more immediately.

Mr. Shillington highlighted the limitations of Company 2 (Secret Lake). Chairman Zacchio questioned what you do with that station overall as the property is owned by the Department. Mr. Shillington responded that there are ideas, perhaps strictly for fire police but have not come up with anything definitive. He noted that it becomes a matter of what we do with the other stations first. Fire Chief Trick reported that the new Engine 11 will fit into Company 2 with approximately 2" vertical and 6" length to the door.

Mr. Shillington highlighted their request under fire station improvements. He noted that the maintenance/upgrades listed are what they are aware of but there is probably more but they would not know without having each facility assessed. Mr. Stokesbury questioned if the maintenance work listed for Company 4 includes the mold issue in the basement. Mr. Shillington responded that the lower level cooling system would help with some of that. He noted that there are still items outside from a drainage perspective that would need to be looked at and repaired. Mr. Stokesbury questioned if that reinforcement of bay floors a partner requirement to the new trucks. Mr. Shillington responded yes. He reported that the new Engine 11 is approximately 3,500 lbs. heavier than the existing Engine 7 that currently sits at Company 4 with the brush truck. He added that the floor should really have some reinforcement, according to what they have seen to hold that truck with less of a liability or risk. He noted that currently, based on the new standards as well, the current Engine 7 is also too heavy at this point. Fire Chief Trick commented that they have engineering reports that they are continuously looking at and the Town Manager has as the most recent copy as well. He noted that they are looking to the engineers to tell them what the design code parameters are. Mr. Shillington commented that there is a weight issue. Chairman Zacchio clarified it is a weight issue based on the new engineering standard. Mr. Shillington commented that they built the apparatus that they need and not built around a station. He noted that the request for this item is \$25,000 and the thought is to run this consecutively with the needs assessment at the same time which would take several years. Fire Chief Trick noted that they also based this on talking to the Simsbury Volunteer Fire Department who had a consultant look at their stations and found out that they only paid

approximately \$20,000 to have theirs done. He added that if we could find a generous participant to help them out with this they could possibly fund it for as low as that.

Mr. Shillington highlighted their request under fire service equipment at approximately \$1,095,000. He noted that they will need to start replacing self-contained breathing apparatus (SCBA) cylinders in FY 19/20. Chairman Zacchio questioned how we approached the last round of SCBA cylinders. Fire Chief Trick responded that we broke into two programs and funded the first half, ordered them, and in the second year they took delivery when they had the full amount to cover it. Chairman Zacchio commented that we talked about doing the same thing now or even over a three-year period. Fire Chief Trick commented that there are a few things driving the price. He noted that Scott is coming out with a new model in 2018 and 2019. He added that many of our surrounding communities have gone to 4,000 PSI cylinders versus 3,000 PSI with more pressure, they are lighter with the same or greater air. He reported that the Simsbury Volunteer Fire Department just received a partial grant to do their replacement of all of their air packs which took approximately one-third of the cost off the top of their full replacement program. He noted that they are going to actively look at these programs. He added that they are going to re-do what they did with the first program and do a re-evaluation, bring in all of the manufacturers, reassess and reappraise their need.

Mr. Stokesbury questioned if they can phase in the new cylinders while half the force still has old cylinders. Fire Chief Trick responded yes, they will make this program work as best they can. He noted that the only problem with that situation is that you will have an excess of 200 cylinders that will have to be maintained and tracked if they start purchasing the cylinders. He noted that they are starting to see a slight increase in their cost of maintenance for the current cylinders and they have an annual recertification of the cylinders which is a requirement and in that they find issues that can be very easily corrected by the technician. Mr. Stokesbury questioned what 183 cylinders represent. Fire Chief Trick responded that there is one cylinder for every seated position in our apparatus, their Captains and Chief Officers are each issued one; there are ten training packs that are rotated for people who miss class so none are offline and that includes a primary and backup bottle as it gives them a reserve. Mr. Stokesbury questioned if they are fitted to a firefighter. Fire Chief Trick responded that each firefighter has their own personal mask. Mr. Pena questioned where the grant money came from that Simsbury received. Fire Chief Trick responded that it was a federal grant.

Mr. Stokesbury questioned that if the Fire Department has particular good photographs from the photo opportunities at the Live Fire Training Facility ground breaking ceremony if we can get them to the Avon Historical Society it would be nice. Fire Chief Trick responded that they can do that. Mr. Stokesbury commented that they can go to the Library Historical Room and tag who is in the photographs it will help for preservation purposes.

Mr. Shillington thanked Council for their support this year which has been tremendous and they appreciate it very much. He noted that some Council members have attended their corporation meetings and it is great to have that interaction. Council thanked the Fire Department. Fire Chief Trick announced that tomorrow they are having a joint meeting of the Capital Region Fire Chiefs Association and Hartford County at Company #1, traditionally with a Thanksgiving dinner, and he cordially invited Council to attend.

15/16-24 Appointment: Youth Services Advisory Board (R – 12/31/2015)

On a motion made by Mr. Stokesbury, seconded by Mrs. Maguire, it was voted:

RESOLVED: That the Town Council table agenda item 15/16-24 Appointment: Youth Services Advisory Board (R – 12/31/2015) to the December 3, 2015 meeting.

Mrs. Maguire, Messrs: Zacchio, Pena, Evans, and Stokesbury voted in favor.

15/16-25 Appointment: Avon Water Pollution Control Authority (U - 12/31/2018)

On a motion made by Mr. Pena, seconded by Mr. Evans, it was voted:

RESOLVED: That the Town Council table agenda item 15/16-25 Appointment: Avon Water Pollution Control Authority (U – 12/31/2018) to the December 3, 2015 meeting.

Mrs. Maguire, Messrs: Zacchio, Pena, Evans, and Stokesbury voted in favor.

VIII. NEW BUSINESS**15/16-26 Supplemental Appropriation: State of CT Department of Education Youth Services Bureau Grants, \$19,817**

Chairman Zacchio reported that this is an appropriation that we receive every year.

On a motion made by Mr. Evans, seconded by Mr. Pena, it was voted:

RESOLVED: That the Town Council hereby recommends that the Board of Finance amend the FY 15/16 Budget by increasing:

REVENUES

General Fund, Intergovernmental, Youth Services Bureau Grant, Account #01-0330-43383 in the amount of \$19,817.00 and increasing

APPROPRIATIONS

General Fund, Human Services, Service & Consultant, Account #01-4203-52184 in the amount of \$19,817.00 for the purpose of funding expenditures, which will be reimbursed through approved State of Connecticut Department of Education Youth Services Bureau Grants.

Mrs. Maguire, Messrs: Zacchio, Pena, Stokesbury, and Evans voted in favor.

15/16-27 Approval of Real Estate Tax Refunds, \$2,573.28

Chairman Zacchio reported that these motor vehicle tax refunds were paid twice. He commented that it seemed to be very expensive for motor vehicle tax bills. The Town Manager responded that he would check into it tomorrow with the Collector of Revenue.

On a motion made by Mr. Pena, seconded by Mr. Evans, it was voted:

RESOLVED: That the Town Council approves motor vehicle tax refunds to the following: Financial Service Vehicle Trust \$1,197.22 and ARI Fleet Lt \$1,376.06.

Mrs. Maguire, Messrs: Zacchio, Pena, Stokesbury, and Evans voted in favor.

IX. TOWN MANAGER'S REPORT/MISCELLANEOUS: No items on the agenda.

X. EXECUTIVE SESSION: No items on the agenda.

XII. ADJOURN

On a motion made by Mr. Evans, seconded by Mr. Pena, it was voted:
RESOLVED: That the Town Council adjourn the meeting at 7:50 p.m.
Mrs. Maguire, Messrs: Zacchio, Pena, and Stokesbury voted in favor.

Attest:

Ann L. Dearstyne, Town Clerk