

**AVON TOWN COUNCIL
MEETING MINUTES
November 3, 2016**

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: Zacchio, Stokesbury, Speich, and Pena.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairman Zacchio.

III. PUBLIC HEARING: None

IV. MINUTES OF PRECEDING MEETING: September 22, 2016 Special Meeting
October 6, 2016

Corrections to the September 22, 2016 Special Meeting minutes were made as follows:

On page 2, 1st paragraph, 14th line, change "flesh" to "flush" and in the 2nd paragraph, 7th line, remove "in" before "back in 2014....." and throughout the minutes change "Putnam Lowry" to "Lowry."

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

RESOLVED: That the Town Council accept the minutes of the September 22, 2016 Special Meeting as amended.

Mrs. Maguire, Messrs: Pena, Stokesbury, and Zacchio voted in favor. Mr. Speich abstained.

Corrections to the October 6, 2016 Meeting minutes were made as follows:

On page 2, 2nd paragraph, last sentence, insert "members of the" before "Council" and on page 11, 1st resolution, add the following note, "*The July and August monthly meetings have been combined into one monthly meeting at the end of July."

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

RESOLVED: That the Town Council accept the minutes of the October 6, 2016 Meeting as amended.

Mrs. Maguire, Messrs: Pena, Speich, and Stokesbury voted in favor. Chairman Zacchio abstained.

V. COMMUNICATION FROM AUDIENCE

Jamie DiPace, Avon Volunteer Fire Department, announced that the Live Fire Training Facility is complete and they held their first ceremonial burn yesterday. After fifteen years of planning and two years of hard work it is done. He commended the Avon Public Works Department for the fantastic job that they did and the amount of money they saved us is outstanding. He reported that a Dedication will be held on Saturday, November 5th at 1:00 p.m. He thanked the Council for all of their assistance as well.

Adam Lazinsk, 88 Deepwood Drive, reported that he was at the Buckingham baseball field on Sunday for a fall baseball game and on the third base line dug out, right next to the sign that says, "No ball playing against the dugout" there are big holes in the vinyl siding. He noted that it is lacrosse balls that is causing the damage and there should be some kind of barrier to prevent that from happening. He commented that he looks forward to seeing the Public Works Department back doing work in Avon after the many weeks or months they spent doing site work in Farmington. He is sure there was a lot of maintenance deferred during that time and they need to now start doing that here in Avon instead of Farmington. Chairman Zacchio asked the Town Manager if we are behind in the paving schedule. The Town Manager responded that we are caught up and in good shape. Chairman Zacchio noted for those in the audience that Mr. Lazinsk refers to the in-kind services we were using to pay for some of the contribution for the Fire Training Center that Mr. DiPace spoke about earlier and they have spent a decent amount of time there putting in water lines and doing other work.

VI. COMMUNICATION FROM COUNCIL

Mrs. Maguire commented that spirit week was last week and thinks it was a big success; she attended a soccer game, the kids had a lot of fun, pretty well received and everything went smoothly. She commented again, as she did last month, about the turn signal at Country Club Road and West Avon Road and we really need to look at this, something that is really troubling, there was another accident there today perhaps not related to a left hand turn but feels very strongly that we need to look at that and see how we can fix it; a lot of concerns from other parents. She noted that there are certain times of the day where at that intersection you need an arrow turning left, heading west on Country Club Road; the whole area needs to be looked at. She also mentioned last month about the blinking light after 10:00 p.m. on both Lovely Street/Country Club Road and West Avon Road/Country Club Road that it should stay permanent throughout the night. Chairman Zacchio responded that we have brought that to the attention of the State a number of times over the last four or five years and have not gotten very far. He asked the Town Manager to ask the Chief of Police as the Traffic Authority to re-engage with CTDOT and the parties that be to start talking more about it. The Town Manager responded that based on the comments that came up at the last meeting he asked the Town Engineer and Chief of Police to review that intersection and make a formal recommendation so we can have our local assessment and approach the State. He noted that to the extent that improvements can be made they will not be inexpensive including a right-of-way acquisition we would have to go forward with but will look at it as a capital project and see what the Town's cost would be. Chairman Zacchio commented that he still thinks alternating lights on the east-west avenue for Country Club Road would solve some of the problems similar to the way Old Farms Road and Route 44 alternate north and south; the trouble is seeing around the cars turning left whether you are headed east or west and alternating those lights would eliminate that completely and allow north-south traffic to flow as normal. He will wait to see what the Chief of Police provides for the final recommendation.

Mr. Pena noted that he has deliberately gone that direction a number of times at the intersection referred to above to see how difficult it is, especially during the early mornings and afternoons with the schools there.

Mr. Speich thanked Jamie DiPace for all of his work with the Live Fire Training Facility as he knows that it has been a dream of his and a few other people to get this done for our volunteers. He noted that it will be a great worthwhile project now that it is finished and will save both Farmington and Avon tax dollars because we are sharing it together. He also thanked the Department of Public Works for their time spent there.

Chairman Zacchio thanked the Council for the support last month and for Mr. Stokesbury being the Acting Chairman during his absence from last month's meeting.

VII. OLD BUSINESS

13/14-48 Synthetic Turf Field Project

Chairman Zacchio reported that we had a meeting on September 22nd with the Board of Education; we heard a lot of feedback from the community and we asked the Town Manager to go back with the Superintendent of Schools and staff to take in what we heard, apply it to what was the current thinking around what we would try to build and what the policies looked like around that; that work has been done. He asked the Town Manager to walk through that scenario and what next steps might be. He asked the Council to ask questions at will with the Town Manager. He asked the audience to let them have that conversation first and will then open it up for questions.

The Town Manager recognized Myles Altimus, Director of Operations, Board of Education, and Ruth Checko, Director of Recreation and Parks. As a result of the joint board meeting at the end of September he spoke with both of them and had a chance to digest what the Council had to say about the final recommendation from the AHS Synthetic Field Project Sub-committee along with what the Board of Education and public had to say. He reported that Council has in front of them tonight a final recommendation. He noted that Eric Roise with BSC Group is present to answer any technical questions.

The Town Manager reported that this goes back to the original charge that Council provided the Sub-committee and there were three elements: approve a revised Statement of Need, make recommendations regarding a facility use policy and go to a level of 100% Design Development on a facility, the core of which would be a multi-purpose field, the tracks, the lights and make recommendations regarding options. He noted that the meeting on September 22nd was to have those recommendations presented and to receive feedback. He noted that in terms of the facility he is recommending, based on input from Town and BOE staff and from that joint meeting, the following: go forward with a main multi-purpose field with the track, we include the bleachers which would include the press box and sound system. He noted that at this point he recommends that we include conduit only for athletic lighting and pedestrian foot lighting. He is also recommending that we go forward with the second field to the north; we heard a lot of comment about that at the meeting and in talking with our consultant and staff there is certainly a need for it and may be an economy of scale that we can realize by putting both of those projects out at the same time. He noted that in terms of the buffering the recommended project includes enhanced buffering that ran parallel to Sudbury and West Avon Road all the way the length of the Avon High School property. He is recommending the buffering along Sudbury but discontinue the buffering at the entrance to the High School on West Avon Road, only in front of the multi-

purpose field and not the field hockey field as there has been no discussion about including lights on that field. Chairman Zacchio questioned that the buffering on Sudbury Way would run from West Avon Road all the way to the end of the property as the earlier version. The Town Manager responded that it would run all the way to the end. Mr. Stokesbury questioned if it is a natural buffer. The Town Manager responded that is a combination of fence and additional plantings. He reported that we are carrying a very healthy contingency at this point. He added that our architect has estimated \$4.6 million in terms of construction cost and have done some additional work trying to identify the soft costs that would go along with this; there are a couple of decisions we would have to make going forward but it is approximately \$250,000 to \$300,000 and includes legal fees, bond issuance fees, the referendum costs, capitalizing some of our costs to date in terms of the Design Development work that we have completed and enhanced construction management services from our architect assuming the project goes forward. He noted that this is not the kind of project that we have the expertise or capability in-house to oversee at that level and we do not want to do anything that would void the warranty. He noted that the total project costs are approximately \$4.9 million and the recommendation on the facility side.

The Town Manager reported that we also went back and re-examined our original thoughts on the use side. He noted that we had two primary use categories, A and B. He added that user category A is the Friday night football games and spirit week games and originally recommended 19 games and looking at the schedule we would recommend going with 15 night games and games would end by 9:30 p.m. and lights off at 9:45 p.m. Chairman Zacchio commented that he went to the Friday night football game which was senior night and homecoming and a 6:00 p.m. game and although the PA system was hideous, he was in his truck leaving the parking lot, the PA was off at 8:26 p.m. He added that the 10 p.m. is good to have as the buffer but most typical nights it is far earlier than that. Mr. Speich questioned that the policy for use and how that gets approved and be changed when necessary. The Town Manager responded that it is a Board of Education administrative policy and is why we had to coordinate so closely with the Superintendent of Schools and his staff. He noted that at the conclusion of our discussion tonight his recommendation is going to be that if there is consensus on the Council we now send this back to the Board of Education and get their agreement because ultimately it will be an administrative policy of the Board of Education. Chairman Zacchio commented that some of the discussions had up to this point around a policy is how do you ensure we adhere to it, what is the recourse if there is a problem, there should be a way to get a hold of someone that night so there is an immediate response; it would be more in agreement that we meet, should this go through, after the first fall semester to be able to review with neighborhoods and other stakeholders how it worked and whether there were issues that we stumbled on that we got through or unresolved. Mr. Speich commented that would be his concern that there be a way for the use policy to be revisited. Chairman Zacchio responded that we should be revisiting it every six months for the first couple of years or make sure that it becomes that is what we are expecting that works with what the needs are as far as the Town and the neighborhood.

The Town Manager reported that with user group B we are recommending to move it back a half hour versus the original Monday through Friday until 7:30 p.m., lights out at 7:45 p.m. He noted that looking at the schedules discontinue the activity at 7:00 p.m. and lights out at 7:15 p.m. Monday through Thursday. He added that we can work into the policy there would be a black

out period from December through February as lights would not be anticipated during that time. He added that everyone felt that with those modifications on the usage policy that would be reasonable to recommend to the Town Council and Board of Education. He added that we do want to retain some flexibility. He noted that if there is a worst case scenario and we have lights in that facility and have to activate for some kind of emergency operations response we want to have the ability to have some flexibility to use the facility as it may be needed in those kinds of situations. Chairman Zacchio questioned if that would be worked into the policy. Mr. Stokesbury responded that the policy is about its normal use and there is a footnote excluding it. The Town Manager commented that we have had a lot of great process involved with this. He tipped the hat to the Superintendent of Schools and his team, Myles Altimus and Tim Filon, who have been great to work with and very helpful. He noted that this is a facility and use recommendation that staff supports and worth your consideration going forward.

Mr. Pena questioned the 15 night games and if we looked at what other surrounding towns are utilizing as well. The Town Manager responded that we looked at a dozen other communities. The Assistant to the Town Manager responded that some towns had unlimited use and on seven nights a week and others limit to 12, 14, or 20. The Town Manager commented that he could not characterize it as average; this is information that we shared with the Sub-committee and looked at a dozen other communities from the perspective of when they are used, what restrictions Planning and Zoning placed on their use and there is not much commonality and every community decides what is best for their needs. Chairman Zacchio commented that assuming we get comfortable with the project as recommended and send it off to the Board of Education for their comments and review, they get comfortable with it; the function is to finalize this base project so we have a final number and “shovel ready” project which we have taken a lot further than we have taken projects before because of the location, the different assessments done, and neighborhood concerns.

Chairman Zacchio commented that all of this would still have to be approved by Planning and Zoning and we would apply to them at such time we go to or after we go to referendum and they would hear that use policy and could very well make an adjustment to it or leave it as it is. The Town Manager responded that this is unique; we are 99.9% Design Development, we have the financing piece to work out now and if the Council is in consensus with this as a project, now we want to go to the Board of Education and get their consensus and assuming they are in agreement that is a major milestone and then project is plated and back to our three-legged stool that we began this conversation with: local funding, State funding, and fundraising dollars. He added that once there is consensus between the boards that is when we approach the State and that process is going to take some time. He noted that the State has their own fiscal issues that they are dealing with now and if we want to try and get on the Bond Commission agenda for some time next summer or fall we will have to get it through the General Assembly this coming spring. Chairman Zacchio commented that we cannot go to that level until we have consensus on the project. The Town Manager agreed; we need to know what the funding components are, have commitments in hand before you can know what the question is going to look like on the referendum ballot. He added that before we even think about going to referendum we have to make the request to the State, see what the fundraisers come up with and will tell us net what the Town is going to be putting into the project. Mr. Stokesbury commented that ultimately we decide what we put in. Chairman Zacchio responded that we have \$1.5 million allocated on the bond curve. He noted that seeing what the State can come up with is ultimately the first goal.

He added similar to what we did with the Library; we walked into the Library project with a commitment from the State Library Board for \$1 million and a commitment from the Town for \$7.5 million and that was the base project; anything above that was fundraised for some of the amenities that are at the Library but they were not necessarily contingent on the project. Mr. Stokesbury commented that we have a good example of the State being very generous to another community most recently; funding is not dead and we need to push it as hard as we can. Chairman Zacchio commented that another community received \$2.9 million; we know the State's fiscal condition is not good and we also know that the Bond Commission is going to go to bond, somebody is going to get the handprints over those dollars and why not us and if we do not have a project to present we are not really moving forward.

Mr. Speich commented on thinking ahead a little bit; we have Fisher Meadows on the docket later tonight. He questioned what our plan is and timing for those facilities. The Town Manager responded that later on the agenda we have an item to schedule a public hearing for the two agricultural leases that we have; one is with a farmer who grows corn on the property to the east of Tillotson and then to the north. His recommendation is that as we look to renew that lease that we discontinue that portion of the lease for the property to the north, free it up beginning in 2017. He noted that he has been talking with staff about moving forward with the Fisher Meadows Field Expansion Project this spring. He added that this project will not require referendum approval; we have a very old estimate on file and have been working at a staff level to dial in on a better budget number assuming that we do a lot more of the work in-house. He is confident that it is going to come in at a level that we know the referendum threshold and we have a few funding options internally, Special Revenue Funds that can be used, one is Fisher Meadows and we have another fund where we accept payments in lieu of open space and governed by 8-25b of the General Statutes and is very restricted in what it can be used for but have an opinion from the Town Attorney that says it can be used for recreation purposes, along with what we might want to use in the capital budget for FY 18. Chairman Zacchio commented that we could break ground on Fisher Meadows as early as spring. The Town Manager commented that as we go through the capital budget presentations that is what you will hear more about. He added that he continues to hear from Recreation how squeezed we are for playing fields; there are some options that if we want to put some sod in on these fields we can get them in sooner rather than later but it will take time for them to grow in. Mr. Speich commented that we have a need for all of this and he does not want to keep pushing this to other Town Councils; these projects, Fisher Meadows and the High School, have been pushed too long. Chairman Zacchio clarified that Fisher Meadows Fund can only be used in Fisher Meadows.

The Town Manager commented that we have known these projects have been out there, but this process has been unique starting off at Thompson Road, going through a very preliminary design at the High School and it takes time to go through 99% Design Development with a use policy and part of the reason that the Fisher Meadows Field Expansion has been on hold. He added that now that we have reached a plateau on the turf field project where we have a frame around it as far as facility and use, make decisions, and know how this is going to work out. Mr. Speich questioned if there is a group in Town that would be willing to fundraise for the lighting. Chairman Zacchio responded that there was interest. He added that it is up to us to come up with a base project and get it moved forward and if that is part of the project then they can fundraise for it. He noted that our initial charge was not the north field, but for lighting to be included but the recommendation now is switching that around the do the north field and stub the lights and

worry about it later with other dollars or fundraising dollars and not make it part of the base project. Mr. Stokesbury commented that fundraising is probably part of the base project; we are not there yet. Chairman Zacchio commented that is for us to determine.

Mr. Stokesbury commented on the spec of the project and something we spent a lot of time with when he was on the Board of Education, the press box and access to the press box, specifically ADA compliance, and is an important component and would have to be approved as part of the building process. He commented that a spec for a PA system will be a required portion of the base project so if anything is built it will be built with a new state-of-the-art controlled PA system. The Town Manager noted that the budget includes \$30,000 for the PA system. Mr. Stokesbury commented that he continues to be concerned about the interface with the baseball field and it is outside the scope of this particular project but encourages Town and Board of Education staff consider looking at how that area, the baseball field and the additional practice field beyond, are used in conjunction with the Middle School fields that we have talked about and maybe there is some creativity that can be there to solve for some of these issues.

Mr. Pena commented on the PA system and agrees that it is important and that we accommodate the neighbors. He added that the buffering is very important because of the lights and sound.

Mrs. Maguire thanked the Sub-committee for the amount of time and effort and work that has gone into it; it is such a great plan and she is anxious to move ahead as fast as we can to make it all happen.

Chairman Zacchio opened the floor to the audience. He noted that the Eric Roise, BSC Group Consultant, is here who can answer technical questions.

Sarah Roberson, 24 Sudbury Way, commented that Chairman Zacchio eluded to the PA system that happened this past weekend. She spoke on behalf of her street; there were some calls made, not her, that spoke to the concerns they had about in the moment, who they speak to. She noted that people on Fox Den heard the PA system as well as people on Sudbury Way and West Avon Road. She noted that a few people called her and her response was that she was not the right person to speak with and does not have an answer to that situation. She thanked Chairman Zacchio for bringing it up. She noted that they really do have a concern as the neighbors on who you call in the moment and nobody knew who to speak with. She added that the Police Department was called and did not know who to speak to. Chairman Zacchio commented that he received an e-mail from a resident as he stood on the track that night and helped take care of it. Ms. Roberson noted that Chairman Zacchio was trying to help and find the right people but everybody didn't know and is a big concern. Chairman Zacchio explained the situation as he was there; he walked out at halftime to hear it, the PA system didn't seem loud at the field but it did carry. He noted that the extra buffering will help and a designed system that is pointed back to the stands and up instead of out and across the field will make an improvement; clearly you will still hear something, you cannot control the band or whistle blowing; our point is try and control that the best we can. He noted that the proximity of the neighborhood to the High School is subject to being able to hear some of that and why we have had conversations about limiting the number of night games and organizing a designed PA system that limits it as best we can. He noted that it did not feel that loud to him but when he walked all the way over and the PA system is pointed right at you and the frequency just cuts you off. Ms. Roberson commented it was the

same when she got the call from Fox Den. Chairman Zacchio commented that it is pointed right at them and a designed system will fix that. Ms. Roberson commented that accountability factor is what we keep bringing up and that was a great example and has to be addressed and somebody in the moment that can be called. She shared disappointment about the buffering not going all along West Avon Road because by buffering all of it you compartmentalize the sound. She appreciates that the Town Manager and Town Council reference all of Sudbury Way but we really talked about all of West Avon Road and if you are going to do it why not do it right the first time; carrying it to the entrance to the High School misses an opportunity to fully do the field hockey field especially if we are in a tournament. She noted that it is a consideration, you are already there and everything grow now, having been on the Sub-committee it is costly to come back later to add buffering. She commented on the black-out period of December through March, we originally were talking about December through April. The Town Manager responded that it is December through February, not March. Ms. Roberson commented that the Town Manager said March. Chairman Zacchio commented that we were talking about it longer and had a question on that. Ms. Roberson responded that we were talking about it longer, December through April, which we would like you to strongly consider again. She questioned that conduit is not including the lights but rather potentially look at that down the road. Council responded yes. Ms. Roberson commented that those are the key areas but the black-out period, December through April, is a healthy consider for all of the neighbors, not only on Sudbury, but also West Avon Road, Holly Lane, Fox Den, and these are the people who have reached out to her. Chairman Zacchio asked Ms. Roberson to characterize the concern later in the spring, is it noise from PA system or lights. Ms. Roberson responded that she thinks it is everything. Chairman Zacchio commented that we could get creative and say lights could be used until a certain time, but no PA system or music or games. Ms. Roberson commented that Monday through Thursday is still something that a lot of people that have talked to her are not thrilled with; people don't want to come home to a system going on at 7:30 p.m. every night of the week and that is not why the neighbors moved there but that said, the black-out was something that was helping with that. She appreciated Council talking about the neighbors because for a lot of people you come home from work to rest and you do not want four or five days of activity. Chairman Zacchio asked the Town Manager if there is a restriction with the PA system and music during the week. The Town Manager responded that the PA system is not used for User Group B events, rather for User Group A events that can occur during the week. Mr. Stokesbury commented that we have more direct control over User Group A. Mr. Pena questioned the cost to add the extra buffer; it is a good point that while you are doing some you might as well take care of all of it at the same time but when you start adding on items it could make a major adjustment to the total project. The Town Manager responded that he did not know. Mr. Roise, BSC Group, is looking it up. Chairman Zacchio questioned that we are talking about from the driveway of the High School to the Fire Department. Ms. Roberson responded yes; there are four cherry trees there now and you just add little extra buffering and you are good. Mr. Speich commented that once you have an opening in a sound buffer like that it is destroyed because all the sound goes out what is open; so unless you can have a solid wall that does not work, all the noise is going to come out of the driveway anyway. Chairman Zacchio commented that all the noise is so much further south anyway it is not really going to travel but a point to consider. The Town Manager commented that the additional cost is \$35,000. Chairman Zacchio commented that you could buffer on the south side of the High School driveway and accomplish the same thing. Ms. Roberson commented that we did talk about the PA system not being used for User Group B and have the right to use the system. Chairman Zacchio responded that it is locked up,

just like access to the scoreboard. Mr. Stokesbury commented it is not just our sound system but any sound system. Chairman Zacchio questioned what the call process is if someone breaks that rule.

David Magrini, 31 Brookridge, commented that he has been a big proponent of this project for quite some time. He thanked the Town Manager for getting us to this point. He noted that having been part of the design committee, talking with the neighbors on West Avon Road and Sudbury Way and others and being part of this whole process, we have a recommended project for the school community, Avon community, the neighbors around the High School and for so many years having competitive sports teams not being able to play at the High School and have that community and school spirit will be a great step forward for the Town. He added that with the adding buffering and things we have all talked about being part of this project he truly believes it is a win, win for the entire community. He hopes that the neighbors around the High School feel that way as well. He noted that there has been a lot of open communication and open dialogue around what should or should not be included and it is great that hopefully we are a point that we are finally going to move forward and make this a reality. He noted that he gets the same kinds of phone calls that Ms. Roberson gets, but they are for if this is going to happen, are we going to make this a reality, is it going to both fields, one field, what is happening here. He truly believes having been a resident for 16 years that this is the right thing to do, it is long overdue, and it has been a long process. He noted that October 28, 2013 was when this part of the conversation started. He hopes that we move forward, bring this to a vote, let the Town vote on this project, and make it a reality. Chairman Zacchio commented that we did not take the easy road in this process but it was for good reason. He added that it has taken longer than a typical project might to get to referendum but the work we have done ahead of time, if and when we get there, will pay dividends right away because of the complexity around the neighborhoods it made sense to do this and have these conversations. He noted that we took the hard road, but thinks it was the right road.

Bill Reboul, 33 Sudbury Way, questioned what the estimate of the project at Thompson Road. He recalled that it was between \$4 and 5 million. Chairman Zacchio recalled that it was a little more than \$5.9 million, \$6.2 million with contingency. Mr. Reboul commented that was the whole, but if you back out the lights and you get to an apples to apples what is the cost. Chairman Zacchio responded that would be one field with infrastructure. Mr. Reboul commented that it would be two fields which gets us to \$4.6 million with no lights. Chairman Zacchio responded that we have not done that assessment. Mr. Reboul commented that when you do you are within a couple hundred thousand dollars one way or the other. Chairman Zacchio responded no; the project at Thompson Road was a little more than \$6 million with contingency for one field with no turf fields with grass at the back for practice. He noted that we are beyond the discussion of Thompson Road at this point. He added that we made a decision with the Board of Education that the High School was the better spot and is what we are looking at. Mr. Reboul questioned if the policy you are talking about is available publicly or been published. Chairman Zacchio responded that it has not even been voted on. Mr. Reboul questioned if there is anything other than a high level summary where we can actually talk about specifics because when you talk about Monday through Thursday, what about Friday to Sunday, are they covered explicitly under the use policy. Mr. Reboul questioned if it is not explicitly mentioned in the policy then there is room for interpretation and the neighborhood's concern is that we are exactly where we were eight years ago when this whole thing started and the

proposal that will go forward is exactly where we were then; the concerns are the same. He thanked the Council for doing a very good job and taking into consideration the neighborhood and listening, has been a huge difference and he appreciates that. He noted that at the same time we are exactly where we were eight years ago and does not feel like we have made a ton of progress other than agreeing to do the buffering through Zoning. Chairman Zacchio responded that we do not have to; when we apply to Planning and Zoning that is when the use policy would be completely documented and we are way in front of what we normally would do. We had those conversations to give the projection of what we think this looks like and have agreement among the boards to say this is what the policy would look like; when we go to Planning and Zoning and ask for a use policy it will be detailed and documented; we are at the conception stage but have done a lot of work around trying to buffer and create a policy that fits the needs of the Town and is respectful of the surrounding neighborhood. Mr. Reboul questioned if there is a policy that is written or is it something that we are going to do before you go to Planning and Zoning. Chairman Zacchio responded that officially the policy goes to Planning and Zoning; it is the application to Planning and Zoning on what our use will be. The Town Manager responded that officially the policy is adopted by the Board of Education so if you are looking for the full text of the policy it does not exist yet, we are at conceptual level. He added that if you are looking for something in writing there is the presentation that was made at the September 22nd meeting and he is happy to give you the notes that he gives to the Council which are publicly available and go to all of the newspapers, where it talks about the time, the black-out period from December to February, the Group B change from 7:30 p.m. to 7:00 p.m. Monday through Thursday. Mr. Reboul responded that would be great.

Susan Rietano Davey, 11 Edwards Road, President of the Avon Booster Club offered a counter point to Mr. Reboul's earlier comment about being in the same place as eight years ago and is here again for many of these meetings. She noted that eight years ago we were not competing against teams that all had turf fields so now our student athletes are playing at a considerable disadvantage; not only are they are not being able to practice on the fields at where they compete because our competitors by and large have turf fields but the teams are not interested in playing on our fields; we are not able to host many events because we do not have the proper infrastructure. She noted that eight years ago it was less of a problem because not all of the conference teams had these fields but they are fairly common place now so that is a big change. She added that the lighting has improved considerably in that eight year span and have less intrusive lighting which hopefully remediates some of the concerns that existed in 2008. She added that in that eight year span we've had a NIAC accreditation review where our lowest marks as a high school were in school spirit. She noted that the real challenge in school spirit in a town like Avon is having an opportunity for kids to support each other. She added that children leave the compound every day to go in multiple directions to go to their fields; whereas when you go to most of the other towns the students are playing in the same place, so when you are done with practice you can catch a friend's game but by the time our kids are bused from their fields throughout town there is not that opportunity. She noted that there are a number of differences between this now and where we were in 2008. She reported on behalf of the Booster Club and as a parent of four children who have gone and/or are still in the Avon schools we are huge supporters of this project and hope that the community comes out to support it. Chairman Zacchio commented that we are not here tonight to make a decision on what to move forward with; the Council and Board of Education made a decision to move forward. He added that this is the narrowing of the scope around what we had presented at the September meeting and where

we are today in order to have a project that will essentially be on the shelf while we shop for State funding that we all agree on is the base project. He noted that there is a commitment to move forward with but the details of how to move forward with it is what we are talking about.

John Carlson, 28 Sudbury Way, commented that he is supportive of the two fields being turf; his daughters played field hockey and understands the disadvantages of not playing on turf fields. He added that we should be careful when we go to the community asking for their support for using that accreditation report as one of our arguments; he could counter by saying what about those sports that are not even, after you turf these fields, going to be able to play there, i.e. tennis. He added that field hockey, for as long as he has been in for 30 years, been the sport that is closest to the High School, gets very low attendance despite having great teams. He noted that we need to be careful how we use that argument because it can be thrown against us. He added that there is a little bit of confusion as he was at the September meeting where we received a presentation from the Director of Recreation and Parks who did a very good job, we talked about the black-out period then and he is pretty sure that it was December through March so if that has changed outside of that discussion that is one thing. The Town Manager responded that he was going to have go back and refresh his memory as he thought it was December through February. Chairman Zacchio commented that it was through March. He added that he does not think it would get used in February or March but it was March when we first talked about it.

Sarah Robertson, 24 Sudbury Way, commented that she keeps hearing about this shovel ready project at Fisher Meadows. She questioned why if we have had that ready to go, would that take precedence, be done first, and then potentially these other turf fields. Chairman Zacchio responded that it has been in the Recreation Master Plan and anticipated for a number of years as was an all turf field. He added that the Town Manager is trying to make provisions to move forward with Fisher Meadows in spring 2017 and funding it through internal sources so not part of bond. He noted that initially at the September meeting he said that in the greater scheme of things perhaps we package up Fisher because we have other athletic needs besides this field and the Town Manager has been working with the farm lease renewals and part of that includes that northern property which is the part that is farmed beyond the Fisher Meadows fields as they are today in the back which will not be included in the lease and could potentially break ground on Fisher and get it done in the spring, probably not be able to use it for a season as grass needs to grow. He noted that it is still part of the bigger plan that the Director of Recreation and Parks has been concentrating on in terms of the field needs; that solves our build out problem and takes care of our facilities' needs. Ms. Roberson commented that the reason she asked is if that could be an alternate for those Monday through Thursday games too for the youth. Chairman Zacchio responded that during regular light seasons absolutely. Mr. Stokesbury commented that Fisher Meadows is a completely different scope of a project and the numbers do not compare.

Adam Lazinsk, 88 Deepwood Drive, thanked David Magrini's group and the Town Council for shepherding this project for the last three years which based on his observations we could call fast track for Town of Avon standards. He commented that to the concerns of the surrounding neighbors he thought this project was really more for the school teams than for the recreation teams. He commented that recreation teams can play at Fisher Meadows or elsewhere and limits the use and exposure to the surrounding neighbors. He commented that we do Town projects for the good of the whole so how much expectation of privacy should a resident of a surrounding area be. He added that their consideration should be listened to and believes they have but at

some point we have to accept the fact that this project may go forward if approved at referendum and there is going to be noise and there is going to be light but it is limited to 15 days. He does not want to see us lose a project based on those concerns; he does not live there, it is provocative and people who know me say I can be abrasive but that is the rhetorical question that has to be talked about. Chairman Zacchio responded that the Council and the Board of Education had these discussions over the period of time with respect to the neighborhood in order to try to find something that balanced; the folks in the neighborhood recognize that they live next to the High School and there is going to be some level of activity there and the Town has pulled back a little bit on what we had expected to do there and it is not a free for all for lights, we need to be mindful and have some policy and some work around that to make sure that it takes place. He added that we have considered that as we have moved forward and that is what we have been trying to whittle down, what is that balance between being respectful of the residents who live around it. He noted that other towns struggle with the same thing, i.e. Farmington and Granby. He added that with the Board of Education we have done a good job of listening to that concern and finding what we think is the right balance. Mr. Lazinsk commented that you have done your due diligence in accommodating the concerns of the surrounding neighbors; as with any project there are compromises and at some point a decision has to be made if this project is approved that it is what it is and things can be revisited.

David Magrini, 31 Brookridge, questioned the black-out period and if that is with respect to the lights being used from December through March or is it actually field use. Chairman Zacchio responded it is for lights; the field could be used during daylight.

Susan Rietano Davey, 11 Edwards Road, questioned the fifteen day limit for the use of the lights and PA system and if that was approved by the Athletic Director because that means one night game per year per team. Chairman Zacchio responded that it has been tossed around about a year now and we have whittled it between ten and twenty and ended up at fifteen. He added that it is pretty close to what other communities are doing; some communities are wide open and do not limit but are not necessarily around neighborhoods. He noted that Simsbury is up to fifteen or sixteen now and started at ten and took a period of years before they made some changes. He added that we do have the data and the Assistant to the Town Manager can provide it; we used data for all of the communities that have them and what they have settled on and what seems to work. He noted that fifteen is the number that the Athletic Director and the Director of Recreation and Parks were comfortable with in terms of night games. He noted that if you compare it to today we do seven, you could do spirit week, so it is slightly more than twice what we would do today but hopefully in a much better controlled environment and spread out more so there is less intrusion to the neighborhood. Ms. Davey questioned if this would preclude us from doing the spirit week. Chairman Zacchio responded no, it would count toward that number. He added that if this happens, after the first semester we have a two-board meeting and invite the neighbors and others to see how it worked, were there pain points and we might be pleasantly surprised that it works good and have not had a lot of problems or we might have some issues that we have worked out and gotten through them. He would propose that we have that check point for three or four straight seasons to see how it is working, the communication has to continue; we are in this as a community, we approached this as a community including the neighborhood and we are going to continue that way. Ms. Davey questioned if the High School will have an opportunity to weigh in to say if it is working for them. Chairman Zacchio responded yes.

Mary Deppe, 35 Westland Road, commented on the lights and when the teams, whether they are fall or spring sports teams, and they are in post-season, per the CIAC State Tournament rules if a school has home field advantage their games have to be played by 2:00 p.m. She gave an example of field hockey with home field advantage on a Tuesday may or may not be able to play on the field because of the condition and if it is played there it would have to be 2:00 p.m. She questioned if there would be additional days added for night games for post-season games in the fall or spring because a lot of parents like having the night games although the Sudbury resident does not like to come home from work and see lights but a lot of parents would like to come home from work and see their children play. Chairman Zacchio asked the Town Manager if the fifteen quoted tonight is the original fifteen with four contingencies for States. The Town Manager responded that it is fifteen. Chairman Zacchio commented that the Town Manager is recommending fifteen with no contingencies. The Town Manager responded that is based on the input from the Athletic Director and fifteen cap. Chairman Zacchio commented that they would have to schedule for those contingencies or have some mechanism to extend one game with the acceptance of the Board of Education use policy if they agree with what we are proposing. Ms. Roberson clarified that it is not just Sudbury, we are your neighbors, we have kids in the school system too, we love the school system, we love the kids; the Athletic Director started with eleven and added four contingency nights for State playoff games if we make them. She added that then we said fifteen plus four for nineteen and now we are back to fifteen. She noted that you probably won't use all fifteen; a year ago we had seven right now during spirit week and were trying to think ahead and be proactive. Chairman Zacchio noted that Ms. Roberson was on the Recreation and Parks Sub-Committee that talked about this along with Tim Filon, Athletic Director.

David Magrini, 31 Brookridge, strongly recommended that as part of this project if it goes forward that we demolish the eye sore scoreboard that sits on the baseball field. Chairman Zacchio responded that it could or could not be part of the project. He added that it has to come down for the expansion of the track.

Chairman Zacchio appreciated the input. He commented it has been a long road but we are getting closer to have a project that we have all agreed on. He noted that the next step is to offer to the Board of Education the same presentation and offer Mr. Roise to be there from BSC in the event of any questions and for the Town Manager to present what we have a consensus on in terms of what the base project looks like; there are clearly some other details that get ironed out if and when we get the Planning and Zoning stage but from a base project the all-purpose field, the north field hockey field as it is today, the buffering, the track, the press box, and the stands are included with lighting contingency piped in but no lights at this time but the policy would reflect that. The Town Manager commented that Mr. Roise had mentioned that the additional buffering for the other section on West Avon Road is approximately \$35,000. He questioned if we want to include that. Chairman Zacchio asked Mr. Roise from a technical standpoint does it make a difference in terms of the noise factor. Mr. Roise responded that he will repeat what he has said at all of these meetings is that we are proposing a planted buffer along West Avon Road and it is not an opaque buffer; you will be able to see through it, it will take a while to grow in its plantings, sound wise plantings really do not do anything. He added that likewise you will not be able to see the light on the field; the fixtures will be so focused on the field you should not see glare unless you are underneath them but as far as the light there is a lot of buffering other than when driving on West Avon Road you are not going to see a lit field. He added that along

Sudbury there is a six foot high fence and plantings so you will still see things over the fence. Ms. Davey questioned if you will not be able to see the entire length of the field, being buffered that well. Mr. Roise responded that going by from West Avon Road it will be like driving by a lit parking lot that has trees in front of it, no direct light. Ms. Davey commented that is really sad. She gets such joy out of seeing the elementary school kids outside and when her children are out of high school she will be really sad to drive by. She noted that something the Town is really missing is a heart of a community; we do not have a Town center and knows there is one in the works but technically not a physical center and we do not have a lot of opportunities for people to connect and having a reminder when you drive by the field that there is life there, kids playing, there are families here, it is really unfortunate.

Chairman Zacchio asked the Town Manager to note for the Board of Education that there is consideration for an add alternate to add the buffering for \$35,000; if it makes a difference in either the aesthetics or the quality of the field put them in. Mr. Pena commented that many opinions among the people here is the user policy. He asked if we could get more detail as to when they can use it. The Town Manager responded that has been proposed. Mr. Pena understands, but the interpretation is different among people that are here. Mr. Stokesbury commented that the Board of Education Policy Committee does an excellent job and with all of the input is sure it will come out clear. Chairman Zacchio commented it would have to be part of a referendum presentation. Mr. Stokesbury clarified the black-out period and that it is from December through March and the way the revised presentation would go to the Board of Education. Chairman Zacchio agreed.

Chairman Zacchio looked for consensus from the Town Council to move this to the Board of Education and offer the services of Mr. Roise from a technicality perspective and present it, either with one of us as well or the Director of Recreation and Parks, and get their consensus, feedback, and incorporate that into this packaged plan and then phase two begins which is funding. He noted that we know the state of the State, we know who our legislators are at the moment and there is going to be a letter from the Town if we get to that point to say that we are looking for our fair share and that will be a community effort as we move forward. He added that as we get a commitment we move forward through how we might fund this and go to referendum. Council agreed and there was consensus. The Town Manager asked to be able to send a letter to the Sub-Committee to thank them for their efforts and formally disband them. He noted that if the project does go forward we will need to appoint a building committee and there may be some candidates there. Chairman Zacchio responded the continuity would make a lot of sense. He added that on behalf of the Town Council please send a letter to the Sub-Committee members, disband them at this point. He noted that we could not have gotten there without them; at the September meeting they solved for many of the issues we presented, especially the turf and encapsulated rubber and how we might forward. He added, on behalf of the Town Council, to please thank them and staff.

16/17-15 FY 17/18 Budget: CIP Budget Presentations

- a. 7:00 p.m. Board of Education – a power point presentation is attached and made part of these minutes**

Myles Altimus (District Director of Operations) reviewed each of the summary requests for FY 17/18. Chairman Zacchio questioned the parking lot replacement item and that last year we

included the parking lots as part of the bigger paving budget and if we are going to leave it on its own this time. The Town Manager responded that we will probably incorporate as we did last year into the Pavement Management Plan. Mr. Altimus highlighted the 2002 F-350 Replacement Truck request. He highlighted Pine Grove School Air Handling Units/RTU Replacement – Phase II. He noted that the total cost is going to \$567,000 and a two-year project rather than three years. He highlighted the LED lighting request. He noted that they are working with the Department of Public Works who have already started working on some of the Town buildings. He added that if we get this project approved we roll it into the following years until we get to the final year which should be a very low cost because we will be using the rebate money to finance the out years. Chairman Zacchio questioned if this is inside lighting. Mr. Altimus responded that it is interior and exterior lighting. He noted that they have already started with Roaring Brook exterior lights as they had an opportunity to get those bulbs, and doing the work themselves. He added that the \$120,000 will be to fund the interior lights at Roaring Brook, both material and estimated cost of labor. Mr. Speich questioned how long the payoff is. Mr. Altimus responded that for Roaring Brook School it is around a three or four year return on investment. Chairman Zacchio asked the Town Manager if we worked with the Avon Clean Energy Commission on this or is this part of their original output plan on LED lighting projects. The Town Manager responded that LED is one of the recommendations in the original plan but the Avon Clean Energy Commission has not reviewed any of this. Chairman Zacchio questioned that as we move forward with something like that if there is any benefit running it through them. The Town Manager responded that it couldn't hurt. Mr. Altimus highlighted the Replacement BOE Van 2001 request. He noted that the floor is rusting out in it; it is not a full-size van and used by our HVAC maintainer. He added that the \$30,000 is based on the State contract, cost for a replacement van like that and adding in the interior racks, etc. that they need. Mr. Speich questioned how many vehicles the Board of Education has total. Mr. Altimus responded that they have seven maintenance vehicles, one passenger van, one cargo van, two yellow school buses, and a 14-passenger utility bus. He questioned if the Town takes care of all of the maintenance for those vehicles. The Town Manager responded yes. Mr. Altimus highlighted the request for Carpet Replacement throughout the District. He noted that if asbestos is found that needs to be abated then less carpet removal will be done with this funding request. He added that anticipation is that they will probably be able to encapsulate what is there and not abate it. Chairman Zacchio questioned if we have considered putting in the typical hard rubber flooring that we get a lot more durability out of and not concerned with spills/stains. Mr. Altimus responded that the replacement will be with tile, continuing on with the project where we have gotten rid of a majority of the carpeting. He highlighted the Duct Cleaning request. He noted that they are not sure when the last time was that the ducts were cleaned. Mrs. Maguire questioned if it is not more of a maintenance type of thing. Mr. Altimus responded that it is but \$60,000 for Avon Middle School raises it up to the capital budget level and exceeds our operating budget capabilities. He noted that it would be phased out over four years; Roaring Brook School has less vents and can be done with another school. Mrs. Maguire questioned if we can wait that long. Mr. Altimus responded that he looks at it from a realistic financial stand point, trying to phase it out so we can get everything we need to get done.

Mr. Stokesbury questioned if there is a schedule on the vehicles that can be shared with Council as to age and expected useful life as part of the budget process. He added that related to that is the same issue for the roof top units which we spent many years improving. Mr. Altimus responded that he has both of those charts and will send them to the Town Manager. He noted

that the next oldest vehicles after 2002 is 2006 and is in the out years. Mr. Stokesbury commented that his concern is not just that we are replacing the old vehicle but also collectively planning it for planned replacement within the useful life period so we do not have trucks that we are pouring money into, that is not an effective use of our funds. He added that we have done a great job now that we are over the spike on population that we experienced in the last ten years to catching up on all of these things but it requires dedication and keeping them in the budget.

Mr. Speich questioned the science lab that was in the budget and why it is not in for this year. Chairman Zacchio responded they are reassessing how and what to address that with. He noted that it was in a capital budget in the past, the numbers came up in multiples of what the estimate was, so they have taken a step back and are reassessing that whole program and how to move forward. Mr. Altimus commented that the Capital Sub-committee is examining what our options are. Mr. Speich questioned if it should be in the capital budget as a placeholder. The Town Manager responded that for that project we appropriated \$680,000 over two budget cycles, initial thinking that would be enough to complete the scope. He added that Council appointed a building committee, an architect was retained to go through and refine it, and the proposed cost was multiples of \$680,000. He noted that rather than bring it back to Council with non-adequate funds, we sent it back through the building committee to the Superintendent of Schools to ask what their preference is, re-appropriate that funding to another capital project or re-scope the AMS science classroom project or have another conversation about it. He noted that when he last spoke to the Superintendent of Schools earlier this week they are in the process of scheduling a special Capital Sub-committee meeting to discuss just that. Mr. Speich commented that we won't see that during this budget cycle. The Town Manager responded no.

Chairman Zacchio commented that the Town Manager has been working with the Superintendent of Schools, Mr. Altimus, and the Director of Public Works has been involved with some of the discussions so these are not surprises and asked him to think through those in terms of when he develops the total capital budget.

Claud Chiaia, 37 Ariel Way, commented on the good job showing the parking lot at Thompson Brook School but asked about the tennis courts there which look worse. He asked if there is any money in the budget for repairing those. Mr. Altimus responded that Thompson Brook is low enough to meet their operational budget threshold so it can be done internally and he is trying to get the contractor who did it last time to give us an estimate. Mr. Chiaia commented that he would be ashamed to send his kids over there to practice.

b. 7:30 p.m. General Government

i. Town Clerk

ii. Social Services

iii. Assessor

The Town Clerk reported that the vault is at a pivotal point that there are three spots left for books and after that there is not even room to put a shelf for more books so we are going to have to start piling them on top of our big shelves and as what has happened in other towns people get hurt trying to pull these books down. She noted that even though everything is on a computer system back to 1961 people still want to go to the books. She added that it is State law that we have the books. She does not see that changing in the near future. She noted that new

equipment has been brought in for maps but it does give any more space for shelving. She added that she goes through a book every month. Chairman Zacchio questioned what the qualifications are. The Town Clerk responded they are land records, vital records, veterans' information, have to be stored in a vault and the vault is under her supervision and has to be under her view so being in another building or location does not work. She noted that the vault is only 430 square feet and we should have 800 square feet for our population now. She added that when our population reaches 20,000 we have to have 1,000 square feet. Her proposal has always been to build it to 1,000 square feet and not go back to readdress it. She noted that State grants do not allow any money for construction but do allow for equipment. She added that the Public Records Administrator is in constant contact with us as we have the smallest vault for our size Town and want to make sure that we are doing something; they understood when it didn't pass at referendum the last time. Chairman Zacchio asked the Town Manager for his thoughts. The Town Manager commented that it is very early in the process and just going through now and seeing everything that has come in. He noted that maybe we set-up a \$50,000 reserve and start showing progress, do a pay-as-you-go project. The Town Clerk noted that the project cost is \$439,000. The Town Manager commented that if we can be diligent over the next two or three years he thinks we can get there. Mr. Speich questioned that you expand the vault by simply adding onto it, it is a concrete vault. The Town Clerk responded yes. Chairman Zacchio commented that we have a plan for the vault. The Town Manager commented that after the referendum failed we used the same contractor that did the second take-off on the Police Department project, the EZIQC process; it is a good, fair estimate. Mr. Speich questioned how we solve for the Town Clerk's problem. The Town Manager responded that we will come up with something. Mr. Stokesbury commented that we have dealt with it for a long time and is a user of the Town Clerk services; every town is different, many towns have ample space. He would like to go back and look at two different options and make sure that we have considered them and probably are not applicable. He noted that one is that the building is shared with the Collector of Revenue and if relocating them to another building make the project any easier, any better, or any cheaper. The Town Clerk commented that in the vault right now are about four or five file cabinets that are Tax Collector cabinets. Chairman Zacchio questioned if they have to be in the vault. The Town Clerk responded that they need at least one cabinet in the vault to lock away the cash. She is unsure how far back they hold the bills. Chairman Zacchio asked the Town Manager to look into the opportunity to re-design or re-think about the location. The Town Manager responded that we have given that some thought before but can certainly revisit. Chairman Zacchio commented that we are at the three-month mark so we have to do something. The Town Manager noted that our Town offices are tight, including conference room space. The Town Clerk commented that we would not need the whole side of the office space. Mr. Stokesbury commented that the second issue is the relocation issue. He questioned if we have eliminated other locations for the Town Clerk's Office; do we put Town Clerk in a different building. He noted that as we plan for space needs and for other things going on in the Town Center he is asking if we have eliminated the option for the issue. Chairman Zacchio commented to the Town Manager that he has heard some creativity we are asking for and to the extent that you need to add something to the capital budget, either funding over a number of years or funding to explore one of the recommendations talked about here it is left up to him.

The Town Manager reported that Social Services has a placeholder of \$55,000 for a new Dial-A-Ride van in FY 20 and will be a replacement for the existing van. He also reported that the Assessor has a placeholder of \$50,000 in FY 18 to perform a revaluation on the 2018 Grand List

and has been funded over a number of years. Chairman Zacchio questioned that this is a statistical revaluation. The Town Manager responded yes, not a full physical revaluation.

VIII. NEW BUSINESS

16/17-18 Review, Discussion, Set Public Hearing: Fisher Farm Lease (West Side of Tillotson Road)

Chairman Zacchio reported that this is a lease with Sub Edge Farm and is up for renewal.

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

RESOLVED: That the Town Council set a public hearing to be held at their December 1, 2016 meeting to consider and authorize the proposed Amended and Restated Fisher Farm Lease located on the west side of Tillotson Road.

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

16/17-19 Review, Discussion, Set Public Hearing: Fisher Farm Lease (East Side of Tillotson Road and North of Fisher Meadows)

Chairman Zacchio reported that this is a lease with Farmer Logue who plants corn and is up for renewal. The Town Manager noted that we are removing the portion north of Fisher Meadows from the lease.

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

RESOLVED: That the Town Council set a public hearing to be held at their December 1, 2016 meeting to consider and authorize the proposed Amended and Restated Fisher Farm Lease located on the east side of Tillotson Road and to the north of Fisher Meadows.

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

16/17-20 Contract Extensions Requiring Town Council Approval: **a. Insurance Agent of Record-USI** **b. Health & Welfare Benefits Consultant-Milliman**

The Town Manager reported that for USI we made a change back in January 2016 when the Council makes all of their appointments and USI was re-appointed as the Insurance Agent of Record so we do not need to take any further action with them. He added that for Milliman he recommends continuing their contract one more calendar year through the end of 2017.

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

RESOLVED: That the Town Council approve a contract extension for Milliman with a term to be continued for one (1) additional year through December 2017.

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

Chairman Zacchio clarified that we are not doing anything with USI at this time.

16/17-21 Fire Facility Need

Chairman Zacchio reported that we have had a lot of discussion regarding a potential need for a fire station on the northwest side of Town and has been a subject that dates back to when the Brighenti's initially were doing the development there and the idea that some of the property give back for the Quail Ridge development might have been in negotiations with the late Silvio Brighenti around whether a fire station might be needed in that area. He noted that the Fire Department has had interest in pursuing that for some time and the Town Manager has a recommendation to put together a committee to do that body of work, define the need and understand what the problems are today that we are trying to fix and if there are any other ways of solving it or what kind of station we need.

The Town Manager reported that if the Council is in agreement with his recommendation he would ask that the Council appoint a committee. He noted that this goes back to the 2006 Plan of Conservation and Development (POCD) when it was first recommended and is recommended again in the draft POCD and we have also talked about this during our last couple of budget cycles. He noted that at our last budget meeting he mentioned that it may be something that we want to do to move the process forward. His thought is that we get a five member committee together with suggestions given for four members and might want to appoint him as the fifth member, non-voting, to serve on the committee. He noted that the POCD has very general language about Company #2 – Secret Lake Fire Station that it is antiquated and there are issues with response times. He noted that the purpose of the committee is to answer what the response time issues are, are there any; identify the issue and assume there is an issue, what is the problem we are trying to solve, and come up with a couple of options for solving that problem. He added that we may identify the issue and we can live with it. He noted that in terms of potential solutions there is always going to be a level of risk that we are going to have to manage, there might be a 100% solution that includes building a new fire station, or there might be a 50% or 80% solution that takes advantage of geography working more closely with the other fire department in the towns around us, maybe we stage equipment at a butler building; it all starts with response times and call outs and maybe there is a way to manage it through the initial notification. He noted that the draft for this committee is structured that these are the questions we are trying to answer: identify the issue, is there an issue, if so what are the different solutions that can be deployed and how effective is each at solving the problem.

Mr. Speich commented that an idea behind one of the solutions could be leaving it the way it is and updating some of the other buildings to do that too. Chairman Zacchio responded that it is broader than just that building. Mr. Stokesbury questioned what data we have on the way the stations are used, how many calls each station responds to. He would think that Company #1 and West Avon respond to the vast majority of all calls. The Town Manager responded that he is sure the information exists. Mr. Stokesbury commented that is the information that we need collected, if not already done, and provided to the committee and Council to help evaluate where the resources would best be spent. He added that is tied to why do they respond from particular stations and what type of response time does that provides and assume the big issue is daytime when people are at work. Mr. Speich reported that the idea behind Company #2 when he was a member of the Planning and Zoning Commission at that point was the safety of running trucks in that location; it is a very condensed road area and was the main item they had. He noted that Secret Lake was an independent fire department at one point and was a local fire department

when fire departments were the social hub of the communities and serviced that spot. He added that it had its purpose at one time, the way that it was constructed. Chairman Zacchio commented that response time issue is a big one to tackle and noted with relations to the Police Department when you have districts setup the idea is that you have police officers in those districts and response times that are within what you would consider a good standard. He noted that the data we are going to look for is what are the response times that we consider good standard throughout the Town and where are there pockets where those response times are not within good standard and what are the solutions to that; one of those could be a fire station, collaborative use with other towns, or just a little outside the edge and we live with it and put money into other fire stations because we think there is a bigger need. Mr. Stokesbury commented that an option could be putting resources into paid staff. The Town Manager reported that he suggest the following Committee members: Jim Speich as Council representative, Jamie DiPace, Rob Shillington, and Chief Trick or designee as the four voting members, and for him or someone else to serve as a non-voting member. Mr. Stokesbury questioned if we will have an issue with an even number of voting members. The Town Manager responded that would be for the Committee to work out. He noted that the Committee is subject to FOI and will be posted, have a recording clerk, and held as a public meeting.

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

RESOLVED: That the Town Council approve the following charge:

Whereas, the 2006 Plan of Conservation and Development (POCD) recommended that the Company 2 Fire Station located in the Secret Lake area be moved due to the small size of the facility; the lack of flexibility with apparatus placement; response time concerns; and small size of the property which prohibits expansion; and

Whereas, the POCD recommends that a new location on Lovely Street, north of Roaring Brook, be considered for several reasons as further outlined in the POCD; and

Whereas, the POCD is undergoing a decennial update and the draft plan continues to make the above recommendation.

Now, therefore, be it resolved that the Town Council hereby appoints a Committee of the following members: Jim Speich, Jamie DiPace, Rob Shillington, Chief Trick or his designee, and Brandon Robertson as a non-voting member.

The charge for the Committee is as follows:

1. Analyze the need, as outlined in the POCD, for a new fire station in the northwest area of Town.
2. Should a need be identified, determine how the construction of a new Fire Station solves for the need and, provide at least two alternative options that solve for the need, in addition to a new station.
3. Present the findings for the consideration of the Town Council.

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

The Town Manager commented that it is also good preliminary work should there be a direction to do a new facility, this is all work that we would have to do anyway as part of the Public Building process Council has to approve a Statement of Needs and could be the seeds for that.

16/17-22 Approval of Motor Vehicle Tax Refund, \$1,427.62

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

RESOLVED: That the Town Council approve a motor vehicle tax refund to Ari Fleet L T in the amount of \$1,427.62.

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

16/17-23 Resignation: CRCOG Policy Board – Alternate (R – 12/31/2017)

Chairman Zacchio noted that the Town Manager is the regular member on the CRCOG Policy Board. He added that Dick Hines has been heavily involved with CRCOG for a number of years, a steadfast representative of Avon and this Council for a number of years. He commented that we will have to give thought around who we want to appoint as an alternate member in the future as a result of Mr. Hines resignation.

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

RESOLVED: That the Town Council accept with regret the resignation of Richard Hines as an alternate member from the CRCOG Policy Board.

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

16/17-24 Resignation: Committee on Aging (R – 12/31/2017)

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

RESOLVED: That the Town Council accept with regret the resignation of Alice Herrmann from the Committee on Aging effective November 1, 2016.

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

16/17-25 Resignation: Zoning Board of Appeals (R – 12/31/2019)

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

RESOLVED: That the Town Council accept with regret the resignation of Stephen Vicino from the Zoning Board of Appeals effective August 27, 2016.

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

16/17-26 Appointment: Zoning Board of Appeals (R – 12/31/2019)

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

RESOLVED: That the Town Council appoint Andrew Bloom to the Zoning Board of Appeals as a regular member to fill a vacancy with a term to expire on December 31, 2019.

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

16/17-27 Supplemental Appropriation: Avon Board of Education, \$281,033.25

Chairman Zacchio commented that the Board of Education has been chasing a deficit this year due to some changes in the budget early on in the year in terms of personnel as well as accommodating a number of students that were unanticipated. He recalled back during the budget process the new municipal revenue sharing grant that was coming out from the State to local municipalities and we were not really confident that we were going to get it so we chose not budget for it; that grant would have been a bottom line revenue that would have lowered the actual tax base that we would have had to go to the taxpayers for to cross both budgets. He

added that we did not budget for it so it is somewhat unencumbered and we did receive it for a total of approximately \$374,000. He noted that considering where the Board of Education is with their budget he spoke to the Town Manager about the MRSA grant and how it might be applied; we have a pressing need right now in an operating budget for this fiscal year that the Board of Education had and knowing we had this money coming in thought it was appropriate to talk about a supplemental appropriation and moving 75% of it as discussed earlier between him and Mr. Lowry as a 75/25 split and retain approximately \$90,000 within the Town budget unencumbered but this closes the gap about half way for the Board of Education and the Board has illustrated how they are getting the other half so their budget is feeling somewhat whole assuming we approve this and the Board of Finance does, which he has indications that they are in favor it. He noted that it does create a bit of a problem for us next year as the State has given us this 2.5% cap mandate and this revenue source if it is not there next year creates another hole that we have to chase after. Mr. Speich commented on the list of proposed reductions. Chairman Zacchio responded that the Board of Education is chasing a budget deficit of approximately \$565,000 so those reductions are coming up with half of the money they are going to need and the supplemental appropriation makes up the other half. Mr. Speich commented that some of the unbudgeted expenses seems like capital items, like transportation for \$91,000 for a van. Chairman Zacchio responded that is a current year expense that they are short on. Mr. Speich questioned if that would be under capital and not operating. Mr. Stokesbury asked Heather Michaud, Business Manager with Avon Public Schools, if that is ownership or a rental contract. Ms. Michaud responded that it was via Specialty Transportation as the district's transportation provider we were required to add a new Type I bus run due to district enrollment as well as a van run due to Ana Grace Magnet School who is also increasing their enrollment. Chairman Zacchio responded that it is an expenditure and not a hard asset. Mr. Stokesbury clarified that it is two different buses being added. Mr. Stokesbury questioned that the Municipal Revenue Sharing Grant is intended for operating budget expenses. The Town Manager responded general revenue.

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

RESOLVED: That the Town Council hereby recommends that the Board of Finance amend the FY 16/17 Budget by increasing the following:

REVENUES

General Fund, Intergovernmental, Stimulus Funds, Account #01-0330-43339 in the amount of \$281,033.25 for the purpose of mitigating the addition of 3 certified and 3 non-certified staff.

APPROPRIATIONS

General Fund, Board of Education, General Services Account, Account #01-9401-55000 in the amount of \$281,033.25 for the purpose of mitigating the addition of 3 certified and 3 non-certified staff.

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

IX. TOWN MANAGER'S REPORT/MISCELLANEOUS

Misc. A: Purchasing Update: The Town Manager reported that we had interviews today through a Request for Information process with two consultants for the Old Farms Road Project and we think we have a consensus on a consultant to help us walk through this. He noted that we have approximately \$1.2 million that has been sitting at CRCOG for the last couple of years, it has been appropriated through the STP Program. He noted that we need this consultant to help

us determine if that money can be used for Design Development or if not work through the CRCOG Transportation Committee to try to get that funding re-programmed. He added that the key to this project is to get it into Design Development as quickly as we can because the next LOTCIP application process which this project would be a very good candidate for, the applications are due in December 2017 so if we wait for funding through the capital budget that does not come online until July 1st, six months won't be enough time to do everything we need to do to get an application ready.

The Town Manager reported that the floor at Company #4 has been reinforced and Engine 7 has been moved in and we are still working with the Fire Department to figure out what other improvements are needed in the basement.

The Town Manager reported that with Avon Police Department Improvements we have \$250,000 in the current year capital budget and the plan is to use it to allow us to complete Building #3 – Administrative Building and to add an additional storage facility at the back. He noted that we are working with the Town Engineer to figure out what approvals will be necessary as we are in the flood zone; tentative plan is to get this project rolling in calendar 2017 and to budget for the back building probably in the capital budget over two years, FY 18 and FY 19; the cost estimate now is approximately \$520,000 for the back building and will not have enough capacity in the capital budget to do it all in one year. He noted that as he goes through and refines capital that may change.

The Town Manager reported that we are working with the Board of Education to do an electricity bid through CCM. He also reported that we will be extending our street sweeping contract for two years with our current vendor.

Misc. B: Construction Update: The Town Manager reported that construction with the Fire Training Facility is finished, but the reconciliation on the budget is not; we are working with the Finance Department in Farmington to dial in all of the final amounts. He noted that at this point we have not used any of the funding that Avon has appropriated through the capital budget for this project. He recalled that we had some residual equity in the capital project for fire apparatus replacement and he received authority to use approximately \$186,000 to offset our participation in this project and has not been necessary yet and a good part of the reason why is the amount of in-kind services that we have put into the project; we spent a lot of time there but it has been worth it because it saves us actual dollars.

The Town Manager reported that road work is done for the season. He also reported that the Old Wheeler Lane Bridge is complete and we are doing some final touch up work on the property that the Avon Land Trust owns on the corner of Lovely Street. He also reported that STEAP Phase IV is done except for the lighting with bases in and poles on order. Chairman Zacchio commented that they moved incredibly fast and clean as a whistle.

Misc. C: Police Department Staffing: The Town Manager reported that we just held a swearing in ceremony for four incoming officers that still have to go to the Academy; they were scheduled to go to the Waterbury Academy but it was cancelled so we made arrangements for them to go to another Academy but it does not start until the end of December, rather than lose

them they are here now doing administrative tasks. He added that we have the Lieutenant process underway now.

Misc. D: FY 18 Soft Spending Cap: The Town Manager reported that this was adopted last Session; the General Assembly has put a soft cap on municipal budget increases of 2.5%; there are a number of carve outs that can be applied to the cap: some capital budgets, unfunded pension liabilities, arbitration awards judgments. He noted that we have done some modeling to determine by looking at it from a FY 16 to FY 17 basis applying those exclusions if we would have been over the cap and we would not have been. He added that this is something that the Board of Education is aware of. He thinks legislatively there will be a lot of discussion about this in the next session; CCM has had an issue with it as well as most towns, but it is the law so our plan is to comply with it and we will prepare budgets accordingly.

Misc. E: Avon Water Company: The Town Manager reported that they are going to apply to PURA for approval to be acquired by CT Water. He noted that our Town Attorney has made us aware that they also represent Avon Water so he will send us a letter outlining what the nature of their representation is for Avon Water, a conflict waive. He will look at it and come back to Council with a recommendation. He noted that the Town may need to hire independent counsel to represent us in this; the scope of the representation is not very broad but we have an agreement right now with Avon Water Company for Fisher Meadows.

Mr. Speich commented on the Fire Training Facility and now that is progressing there is supposed to be an operating organization that runs it plus a yearly fee that both Avon and Farmington pay. The Town Manager responded that the interlocal agreement established a Committee that consists of him and the Farmington Town Manager and we will be talking about that. He noted that the operating costs should be pretty minimal and either the Fire Department's budget can absorb it if it is small enough or bake it into whatever dollar amount goes to them for their grant in FY 18.

Mr. Speich questioned our next project with STEAP. The Town Manager responded that buttons it up for now in terms of STEAP projects and the Avon Village Center. He noted that we did put in an application about a year ago to get funding to do cement sidewalks along West Avon Road but that was not funded. Mr. Speich questioned Old Farms Road and that direction. The Town Manager responded that there is no plan to do sidewalks there. He noted that one of the things that the Plan of Conservation and Development (POCD) recommends is that we run the trail through the abandoned right-of-way behind Old Farms Road and come out on Security Drive. He added that there is a grant application that is due next month. He noted that we had applied for funding once before to bring that project through Design Development and was not approved at the time and thought we would try again and get some more funding for planning. He added that even in the POCD when you look at proposed sidewalk extensions there is nothing on Old Farms Road. Mr. Speich clarified that maybe since sidewalks are already there, maybe providing the lighting along there might tie the neighborhood into the center of Town, going beyond the Italian Club.

X. EXECUTIVE SESSION: Real Estate
Collective Bargaining

On a motion made by Mrs. Maguire, seconded by Mr. Stokesbury, it was voted:
RESOLVED: That the Town Council go into Executive Session at 9:20 p.m.
Mrs. Maguire, Messrs: Pena, Speich, Zacchio, and Stokesbury voted in favor.

The Town Manager, Assistant to the Town Manager, and Town Clerk attended the session.

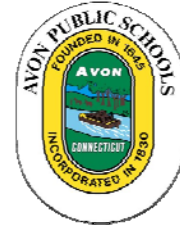
XII. ADJOURN

On a motion made by Mr. Stokesbury, seconded by Mr. Speich, it was voted:
RESOLVED: That the Town Council adjourn the meeting at 9:28 p.m.
Mrs. Maguire, Messrs: Stokesbury, Zacchio, Speich, and Pena voted in favor.

Attest:

Ann L. Dearstyne, Town Clerk

Avon Board of Education



Capital Improvement Plan
Presentation to Town Council
November 3, 2016

Summary of 2017-2018 Requests

1. Parking Lot Asphalt and Milling (PH II)	\$567,000
2. District-Replacement BOE Truck 2002	\$ 65,000
3. PGS Air Handling/RTU Replacement (PH II)	\$340,000
4. District-LED Light Replacement	\$120,000
5. District –Replacement BOE Van 2001	\$ 30,000
6. District-Carpet Replacement All Buildings	\$ 20,000
7. District-Duct Cleaning All Buildings	\$ 60,000
TOTAL	\$1,202,000

Parking Lot Asphalt Milling & Replacement

- All District parking lots are assessed as being in poor condition.
- Conditions will continue to worsen due to age and wear and tear.
- Project is part of Town plan
- 2016 cost \$152,000
- Priority 2017 - RBS, then AMS
- Total Cost \$1,701,000

Parking Lot Asphalt Milling & Replacement



Parking Lot Asphalt Milling & Replacement



Parking Lot Asphalt Milling & Replacement



Replacement Truck (2002 F-350)

- Recommended by DPW Fleet Manager for replacement
- Bed rusted, recent \$4K in repairs, engine no longer manufactured
- Total Cost \$65,000



PGS Air Handling Units/RTU Replacement PHASE II

- Equipment Lifespan is 20 years
- Equipment age is 24 years
- Phase II completed Summer 2016
 - Offices, Stage, Cafeteria, Kitchen
- Phase II of a 2 year project - \$340,000
 - Classrooms, Gym
- Total Cost \$ 567,000
 - Original cost estimate \$701,000

DW - LED Lighting

- Replacement of lights with more energy efficient LED lighting
- Eversource rebate available 10%-40%
- Future costs off set by rebates
- Project is coordinated with Town
- Priority:
 - RBS - \$120,000
 - AMS – Out year
 - AHS – Out year
 - TBS – Out year
 - PGS – Out year

District - Replacement BOE Van 2001

- Recommended by DPW Fleet Manager for replacement
- Rusty bed & sides, +130K miles
 - Questionable continued usage
- Total Cost \$30,000



DW - Carpet Replacement

- Removal/Replacement of worn carpet with tile
- All schools and Central Office, e.g., libraries, multi media centers, office and administrative spaces
- Planned classroom replacement complete
- Does not include asbestos abatement (unknown at this time)
- Priority for 1st year is Thompson Brook and Central Office

Duct Cleaning

- Phase I of a 4 phased project
- HVAC ducts are overdue for cleaning
- No record of last time ducts were cleaned
- Cleaning ducts will improve efficiency of all HVAC systems
- Phase I Cost \$60,000 (AMS)
- Total Cost \$227,000