

**AVON TOWN COUNCIL
MEETING MINUTES
December 1, 2022**

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 as well as via GoToMeeting by Chairman Polhamus. Members present: Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico. A quorum was present.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairman Polhamus.

III. PUBLIC HEARING: None

IV. MINUTES OF PRECEDING MEETING: November 3, 2022

On a motion made by Mr. Indomenico, seconded by Ms. Ausiello, it was voted:

RESOLVED: That the Town Council accept the minutes of the November 3, 2022 Meeting as drafted.

Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico voted in favor.

V. COMMUNICATION FROM AUDIENCE

Jim Speich, 14 Yorkshire Lane, was unable to attend the Special Town Meeting regarding the Old Farms Road Project. He shared the following highlights: the project began in the late 1960s, a number of studies were done over the years, population has grown by approximately 6,000, cars have increased in size, but the roads haven't changed in size from when they were first built; he is fully in favor of this project. He noted that there was a public hearing held by the State in July 2020 and only one resident showed up and spoke in favor; during that meeting the State was clear that it checked off the boxes regarding any environmental issues, wetlands approvals, Town approvals Board/Commission approvals, and Avon Old Farms School has been a great partner with the Town over the years, it is time that we help them with their property and they help us with our property; the Scoville Road and Thompson Road intersections need help, they are very dangerous; roundabouts are all over the world and slow down traffic and are very safe and can handle fire apparatus. He noted that most of the fire calls in that area is at Avon Old Farms School. This design will keep a rural feel and he has faith in the Town's Engineering Department to accomplish this. He noted that without the North/South Section being done, the East/West Section won't come easy and are Town residents willing to foot the bill for the change on Old Farms Road? He will vote yes at the Referendum and urges residents to do the same.

VI. COMMUNICATION FROM COUNCIL

Mr. Weber expressed that his heart goes out to the LGBTQ community still grieving over the recent shootings that have taken place in the name of hate and evil and if everybody can take a moment throughout the day to pause and reflect upon some of the freedoms that we enjoy that hopefully all citizens of our country will have the opportunity to enjoy.

Ms. Ausiello echoed Mr. Weber's sentiments about the LGBTQ shootings. She thanked the Avon Volunteer Fire Department for the invitation to their annual dinner which included a great panel discussion; it was a nice event. She noted the Annual Tree Lighting event on the Town Green scheduled for Sunday, December 4th at 6:00 p.m.

Mrs. Maguire echoed Ms. Ausiello's remarks about the Avon Volunteer Fire Department annual dinner. She acknowledged the passing of George England who lived and volunteered in Avon for most of his life; he was 98 years old, a true Patriot who served our country and our community, including the Avon Lions Club, Avon VFW Post 3272, Meals on Wheels, and was an Avon/Canton Rotary Citizen of the Year; please keep him and his family in your prayers.

Chairman Polhamus echoed Mr. Speich's comments about the Old Farms Road Project; it was a great summary; the Special Town Meeting was held a few weeks ago, the Referendum is December 14th at the Avon Senior Center; if you care about the Project, please come out and vote on it; this has been under discussion for decades and has bipartisan support; it has been before the public with multiple opportunities for comment; it is a very well thought out plan and addresses the importance with this first phase; this is not part of the budget process so it will be a simple majority that wins the Referendum. He noted that there was a great Veterans Day service last month; veterans visit the schools, and the students interact with them; hats off to the VFW for organizing the event and well done by the Superintendent and Board of Education.

On a motion made by Mr. Weber, seconded by Ms. Ausiello, it was voted:

RESOLVED: That the Town Council move agenda item 22/23-35 Historic Designation Nomination-Brian D. Jones Paleoindian Site up before Old Business.

Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico voted in favor.

VII. OLD BUSINESS

19/20-50 Avon Volunteer Fire Department Long Range Planning

Chairman Polhamus noted that Council has received a letter of support from the Avon Volunteer Fire Department (AVFD) Board of Directors endorsing the CGR Fire Study. He noted that moving forward the thought would be to keep Company #1 as the headquarters. He inquired about the AVFD's thought to reconsider that decision. Bruce Appell, Fire Chief, responded that the thought process is that the Study will be turned over to a Building Committee and an Architect to assess their needs including what a headquarters facility needs which may deem that Company #1 is not the ideal location as it has space limitations, etc. In response to a question from Chairman Polhamus, Fire Chief Appell responded that the Fire Study was a high-level overview of apparatus, facilities, and recruitment/retention; each one will take its own path; an Architect will review site plans and meet with Town staff to discuss. In response to a question from Ms. Ausiello, Fire Chief Appell responded that a Charge would be given to the Committee. Chairman Polhamus suggested a working group prior to a Building Committee to discuss architectural plans as they come along through the capital budget. The Town Manager noted that the priority is to keep headquarters at Company #1 and you probably want to make that decision from a policy perspective before you get into a Building Committee; we have seed money available to do more work at the Staff level in terms of needs and layout on the site in order to do what we need to at Company #1; that will take a few months; we are going to talk about other capital planning tonight on the horizon; there

is some debt modeling to do with this as it has a pretty big price tag. He added that eventually when Council is ready to take the next step, we will prepare a Charge for a Building Committee which will include the membership, Council's expectation of the product it will produce, and how far in the design process do you want to go, perhaps 30% design effort prior to Referendum, take the community's temperature, and see how cost estimates are coming along. Fire Chief Appell noted that the AVFD reached out to the architect who can do supplemental work including conceptual design work. The Town Manager noted that we are in the process for the properties on West Avon Road with flagging the wetlands and land use work; we can continue on with that effort. He added that with the West Avon Road properties, you have neighbors and have to figure out at what point you do some outreach, perhaps a little further down the design process to define definitively where the headquarters will be located.

On a motion made by Mr. Polhamus, seconded by Mr. Indomenico, it was voted:

RESOLVED: That the Town Council adopt the CGR Fire Study as presented.

Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico voted in favor.

The Town Manager acknowledged Nancy Crozier, President, AVFD Board of Directors, has been excellent to work with; Fire Chief Appell has been great to work with; this has been a long time process, it is an expensive study; tremendous effort has been put into it and it is a really good product. Chairman Polhamus agreed that it is a great study; thank you all for your hard work on this. The Town Manager noted that we will move forward with additional work on the facilities plan, we will talk about apparatus later tonight, and recruitment/retention will require a working group to look at the existing programs and see what other communities are doing and come up with recommendations.

21/22-46 American Rescue Plan Act: Discussion re: Projects List

The Town Manager reported that he and the Assistant Town Manager met with Gifts of Love who will be submitting an updated request which we will review and then bring forward a recommendation to Council. He noted that the Board of Finance did approve the \$25,000 appropriations for each the Avon Food Bank and Avon Fuel Bank at their last meeting. He added that the Town-wide Fiber Network Project funding is eminent from the State.

22/23-26 FY 23/24 Budget: CIP Budget Presentations

a. Board of Education – a power point presentation is attached and made part of these minutes

Myles Altimus, Director of Operations, reviewed each of the summary requests for FY 23/24. Dr. Bridget Carnemolla, Superintendent of Schools, and Susan Russo, Business Manager, were also in attendance. In response to a question from Chairman Polhamus, Mr. Altimus responded that we have had food spoil due to power outages at the Avon Middle School and servers control the door locks with limited key access. In response to a question from Ms. Ausiello, Mr. Altimus responded that the \$40,000 request under Districtwide-Interior Lock Replacement (Phase II) covers Avon Middle School; we are planning for one school per year. In response to a question from Chairman Polhamus, Mr. Altimus responded that that the Avon High School Roof Replacement Project does not impact the Green Bank. In response to an inquiry from the Town Manager, Mr. Altimus responded that pavers at the Avon Middle School entryway seem to be

holding; the deterioration has slowed down. Dr. Bridget Carnemolla, Superintendent of Schools, noted that pavers were the cheapest option at the time we asked. Council thanked the Board of Education for their presentation.

b. Police Department – a power point presentation is attached and made part of these minutes

Paul Melanson, Chief of Police, reviewed each of the summary requests for FY 23/24. In response to a question from Mr. Indomenico, Chief Melanson responded that the old weapons are traded into a federal firearm licensed dealer and the money is deducted from the cost of the new weapons. He clarified that the amount being requested for this item does include the trade-in. In response to a question from Mr. Weber, Chief Melanson responded that the issue with securing ammunition is a result of supply chain issues. Council thanked Chief Melanson for his presentation.

c. Fire Department – a power point presentation is attached and made part of these minutes

Joe Speich, Deputy Chief, and Bruce Appell, Fire Chief, reviewed each of the summary requests for FY 23/24. He noted that as of tonight we are at 631 calls for 2022, an average of two calls per day. Chairman Polhamus noted that the Fire Study called for the replacement of Engine 10, but that request is not being made as we are going with a Ladder truck. Deputy Chief Speich responded that we are taking Engine 9 out of service, the oldest truck from 1993; we added a mini pumper in FY 2018/2019 and buying a Ladder truck with a pump and tank on it and no longer need the fifth engine truck. Fire Chief Appell noted that Engine 10 is the only other truck that fits at Company #2 and the Fire Study mentions leaving it at that station to respond to fire calls and we would also still get ISO credits. Deputy Chief Speich concluded with thanks to the Town and Town Council; we look forward to working with you to continue to upgrade their apparatus and fire stations. Mr. Weber inquired about a Touch-A-Truck event with the Department of Public Works. Fire Chief Appell noted that the Department is doing a Holiday Decorating Contest with the fire stations; we are doing a lot of community outreach and it has been paying off. Mr. Weber inquired about any significance with the mural on Tanker 10. Deputy Chief Speich responded that it gives a nice history of the fire service in Town. Council thanked Fire Chief Appell and Deputy Chief Speich for their presentation.

d. General Government – a power point presentation is attached and made part of these minutes

The Town Manager reviewed each of the requests for FY 23/24. He noted that he will have the Assessor come before Council in either January or February to talk through the Revaluation process. In response to a question from Mr. Indomenico, the Town Manager responded that the Emergency Operations Center (EOC) is in Building #3 at the Avon Police Department; it has technology and a large working table to utilize during emergency events. In response to a question from Ms. Ausiello, the Town Manager and Chief Melanson responded that EOC has computers, televisions, smartboard, Wi-Fi, complete power with generator backup, conference table with outlets and direct connections to the internet and servers. Council thanked the Town Manager for his presentation.

VIII. NEW BUSINESS

22/23-35 Historic Designation Nomination-Brian D. Jones Paleoindian Site

Meg Harper, Archeologist, provided a brief summary regarding the Historic Designation Nomination. She noted that approximately 16,000 artifacts were discovered at the Brian D. Jones Paleoindian Site in 2019 near the Old Farms Road Bridge; this site is the oldest in southern New England and the only one to contain the number and features as were found here; the Town received a grant from the State Historic Preservation Office (SHPO) to explore the site; a State registered listing is important for the birth peopling of Connecticut and the ability to yield important information on the past; it is honorary with no constraints on the property and would allow for eligibility for several grant opportunities; it is a real positive thing; the Town only needs to submit the nomination form if it chooses to be part of the State registered listing. Another option is to apply the Historic Designation as a State Archeological Preserve but has restrictions with a permanent easement and prevents any ground disturbance without a permit from SHPO, however it helps deter looters with a \$5,000 penalty for digging in the Preserve. In response to a question from Mr. Weber, Ms. Harper responded that the Town decides if there will be any further excavation at the site. In response to a question from Ms. Ausiello, Ms. Harper responded that the State Archeological Preserve can be applied for at any time. The Town Manager noted that Town staff has reviewed this and concurs with the recommendation. Chairman Polhamus clarified that permits are needed to do any work at the site if we go with the State Archeological Preserve. In response to a question from Ms. Ausiello, Ms. Harper responded that being a State Archeological Preserve also allows access to grant funding.

Terri Wilson, 64 Mountainview Avenue, President of the Avon Historical Society, echoed what Ms. Harper has explained to the Council and encouraged Council to vote on this and the Avon Historical Society is behind this project 100%. She sees the State registered designation and the State Archeological Preserve as first steps towards something possibly bigger; this is a world site and it behooves Avon to do everything it can to exploit the information about this site; if somebody wants to dig further it would be terrific for Avon to put us on the map for something so important for cultural and historic reasons; it is a world site; for education purposes there will be grant opportunities. She noted the recent mandate for Native American curriculum in schools; she would love to see every Avon student graduate knowing that this site existed. She noted that regarding the Preserve site, the Farmington River Watershed Association likes to remove invasive plants which are not six feet down but a quick permit through SHPO would be easy. She encouraged Council to consider this positively and join with us in all of us because it is terrific. She also thanked Council for the ARPA funding for Schoolhouse No. 3.

On a motion made by Ms. Ausiello, seconded by Mr. Weber, it was voted:

RESOLVED: That the Town Council authorize Town staff to move forward with the Historic Designation for the Brian D. Jones Paleoindian Site to become a State registered listing.

Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico voted in favor.

22/23-36 Approve Resolution: STEAP Grant Award for Route 44 Pump Station

On a motion made by Mr. Weber, seconded by Ms. Ausiello, it was voted:

RESOLVED, that Brandon Robertson, Town Manager, Town of Avon, is authorized to execute on behalf of the Town of Avon a Personal Service Agreement/Grant Contract under the Department of Energy and Environmental Protection with the State of Connecticut for a \$500,000 grant for the Route 44 Sanitary Sewer Pump Station Rehabilitation: and

FURTHER RESOLVED, that Brandon Robertson, Town Manager, is authorized and directed to execute and deliver any and all documents on behalf of the Town of Avon and to do and perform Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico voted in favor.

22/23-37 Bicycle & Pedestrian Master Plan

The Town Manager reported that Town staff conducted interviews with the firms; the group's recommendation is to contract with SLR International. Hiram Peck, Director of Planning and Community Development, reported that there will be four tasks: 1) public outreach with at least two public sessions and a number of informal sessions, 2) public meeting at the end where Council is fully briefed in terms of what the consultant has found with recommendations, 3) projects and policies will be recommended, and 4) there will be a Master Plan document presented to the Town including the Town Council. He noted that we want to make sure that projects that are identified have a little extra money if needed to get them to a point where they can prepare those projects in enough detail to have them almost grant ready, projects at 25-30% design with cost estimates. He added that regarding timing for the project weather could be a factor so we could start with public information sessions. In response to a question from Mr. Indomenico, the Town Manager responded that during the course of the project we could bring in the consultant to hear from the public at one of Council's meetings as part of the public outreach. The Town Manager commented that we also discussed having an open design studio at the Library on a Saturday for the public to share their ideas. Chairman Polhamus asked if the consultant could come to a Council meeting when they come on board and provide a brief introduction. The Town Manager responded yes; it is meant to be a very hands-on, participatory process.

a) Contract Recommendation

On a motion made by Mr. Indomenico, seconded by Mr. Weber, it was voted:

RESOLVED: That the Town Council award a contract to SLR International Corporation of New Haven, CT for the completion of a Bicycle and Pedestrian Master Plan in an amount not to exceed \$75,000, including \$59,700 for the contract plus \$15,000 for additional services' opportunities.

Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico voted in favor.

b) Supplemental Appropriation (ARPA), \$75,000

On a motion made by Mr. Weber, seconded by Mr. Indomenico, it was voted:

RESOLVED: That the Town Council hereby recommends that the Board of Finance amend the FY 22/23 Budget by increasing:

REVENUES

American Rescue Plan Act Grant, Intergovernmental, American Rescue Plan Act Grant Revenue, Account #50-0330-44037 in the amount of \$75,000 and increasing:

APPROPRIATIONS

American Rescue Plan Act Grant, Town CIP-Facilities, Bike & Pedestrian Trails-ARPA, Account #50-4829-53476 in the amount of \$75,000 for the purpose of allocating funding received through the American Rescue Plan Act towards the completion of a Bicycle & Pedestrian Master Plan and any additional needs identified during the master planning process.

Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico voted in favor.

22/23-38 Review, Discuss, and Approval: Opt Out as Recommended by Planning & Zoning Commission

Hiram Peck, Director of Planning and Community Development, provided an overview regarding the Planning & Zoning Commission's decision to Opt Out of Connecticut General Statute (CGS) Section 8-1bb, Section 8-2o, and Section 8-2p under Public Act 21-29. He noted that the Commission held a public hearing on these items and had to have a two-thirds vote in order for the votes to pass; the same two-thirds vote requirement applies to the Town Council as well.

a) CGS Section 8-1bb, Temporary Healthcare Structures

In response to a question from Ms. Ausiello, Mr. Peck responded that the State proposes that anybody in any residential unit could come in and get an accessory apartment by right; there are still standards that occur with regards to fire, health, and safety, but the Commission might have a very difficult time denying any of those applications; they would like to look at structures if they were detached, for example, as a separate building to make sure it fit within the community, it is appropriate and worked well with the rest of the structures on the site and in the neighborhood as well; the State statute requires Towns to put them into regulations by right so that anybody who came in could get it. In response to a question from Chairman Polhamus, Mr. Peck responded that we have not denied any ADU requests; almost all of them are clear and follow the regulations and talk to them before it goes to the Commission; in general, it has worked very well.

On a motion made by Mr. Polhamus, seconded by Ms. Ausiello, it was voted:

RESOLVED: That the Town Council votes to Opt Out of CGS Sec 8-2, subdivision (5) of subsection (d) as permitted by CGS Sec 8-1bb regarding authorization for the installation of temporary healthcare structures, and as recommended by the Planning & Zoning Commission, for the following reasons:

1. The Town can comply with this need, Sec 8-1bb temporary healthcare structures, under existing Regulations and further directs Staff to publish a notice of this decision not later than 15 days after this decision is rendered.
2. There has been no demonstrated need or increased demand in having such temporary healthcare structures in the Town.
3. Should a need arise, Regulations are in place for regulating such structures; specifically, the Town's accessory dwelling unit (ADU) regulation for attached or detached structures contained in Sections IV.A.3 and IV.A.4. would govern development that could serve as temporary healthcare structures.
4. While the Town's current ADU Regulation for detached structures prohibits the use of manufactured mobile homes and mobile home vehicles as detached accessory structures, Section IV.A. authorizes other ADUs as well as Section IV.A.3 that could be used to carry out the purpose and spirit of the State law on temporary healthcare structures.

Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico voted in favor.

b) CGS Section 8-2o, Accessory Apartments

On a motion made by Mr. Polhamus, seconded by Mr. Indomenico, it was voted:

RESOLVED: That the Town Council votes to Opt Out of CGS 8-2 Sections pertaining to accessory apartments as permitted by CGS Sec 8-2o regarding zoning regulations for accessory

apartments, and as recommended by the Planning & Zoning Commission, for the following reasons:

1. The Town can comply with this need, Sec 8-2o accessory apartments, under existing Regulations and further directs Staff to publish a notice of this decision not later than 15 days after this decision is rendered.
2. The Town has an existing Accessory Dwelling Unit (ADU) Regulation in force, which was recently revised and adopted by the Planning and Zoning Commission effective January 13, 2022. Such Regulation is substantially similar to the State law legalizing accessory dwelling units including the general allowable size of the unit, parking requirements, and permitting attached ADUs as a matter of right when demonstrating compliance with all Building, Fire, and Health Codes.
3. The Town plans to continue to monitor the implementation of its revised ADU Regulation including that which provides that detached ADUs must be approved by special exception. On further study, the Town may consider further changes to the Regulation using the State law on ADUs to help in form and, if any, modifications.

Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico voted in favor.

c) CGS Section 8-2p, Limitations on Parking for Dwelling Units

On a motion made by Mr. Polhamus, seconded by Mr. Indomenico, it was voted:

RESOLVED: That the Town Council votes to Opt Out of subsection (d) of CGS Sec 8-2 as permitted by CGS Sec 8-2p regarding limitations on parking for dwelling units, and as recommended by the Planning & Zoning Commission, for the following reasons:

1. The Town can comply with this need, Sec 8-2p parking for dwelling units, under existing Regulations and further directs Staff to publish a notice of this decision not later than 15 days after this decision is rendered.
2. The Town has an existing requirement on parking spaces that mirrors the State law. Avon's Regulation requires one parking space for a studio or one-bedroom unit and two spaces for two-bedroom units but has the added restriction of not permitting street parking.

Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico voted in favor.

22/23-39 Fire Apparatus Purchase

The Town Manager recognized the Assistant Town Manager, Deputy Chief Joe Speich, and Fire Chief Bruce Appell for their work on this. He noted that the recommendation is to move forward with a new engine to replace Engine 14 and the Ladder truck at a cost, including debt issuance, of approximately \$2.1 million for the Ladder truck and the Pumper is approximately \$1.2 million; the Avon Volunteer Fire Department (AVFD) has spent a lot of time thinking about features and needed to service the community; they decided on Pierce to fulfill those needs; the Houston-Galveston Cooperative Purchasing Contract will guarantee us the best price we can get. He noted that process going forward – there are constant cost increases being brought to our attention; from Pierce we are looking at a cost increase of 3-5% of February 1, 2023; in order to meet that timeframe we have a compressed schedule that requires action by Council in January, a special meeting by the Board of Finance shortly thereafter and a Special Town Meeting with a hand vote on each piece of apparatus individually by the end of January 2023. Mr. Weber clarified that is a majority of those present at the Special Town Meeting for the hand vote. The Town Manager added that we are not required to pay anything until close to delivery, which is mid to late 2024

for both pieces of apparatus. He noted that it is his recommendation to move forward with this. In response to a question from Ms. Ausiello, Deputy Chief Speich responded that an engine could be dispatched and not arrive on scene if they are cancelled due to other apparatus already on the scene, etc. Ms. Ausiello commented on Question 9 in the Q&A with the call volume and call types being different when compared to similar size and demographics. She asked how they are different. Deputy Chief Speich responded that your grant is compared to towns nationwide that are the same general size and general makeup and then compared. The Town Manager noted that we have had success with FEMA grants with the SCBAs. Chairman Polhamus noted that Tanker 10 is not included in this; it is reasonable for us to assume we can add that to the capital budget moving forward. Town Council gave consensus to move forward with the process for the purchase of the two pieces of apparatus as discussed.

22/23-40 Debt Modeling

The Town Manager reported that he is starting to see a lot of capital projects on the horizon that we cannot fund through the regular capital budget, including fire apparatus (\$3.5 million), Communications System which is approved but not issued yet (\$3.9 million), the various AVFD facilities improvements (approximately \$12 million), the Board of Education administrative building (approximately \$5 million), Old Farms Road Relocation Project – East/West Section (approximately \$4 million), and paving management (up to \$20 million). He clarified that this is all preliminary to understand costs in the long term. He noted that we worked with our Financial Advisor on some modeling that shows us impact on the debt service line item depending on our estimated timing; our long-term debt service is down to \$2.5 million by 2027, \$786,000 by 2028, and \$267,000 by 2029; we will have capacity for additional debt to support bonding for these projects, but timing will be important. He noted that we keep capital and debt service together as a category in the operating budget. He repeated that this is all very preliminary, pro-active strategic planning. In response to a question from Mr. Indomenico, the Town Manager responded that these are the big debt projects. Mr. Indomenico noted the turf field; the projection was 10-15 years with a \$1 million upgrade cost. The Town Manager responded that next year we take an assessment; his recommendation would be to handle it as a pay as you go, putting aside \$100,000 per year. He noted that paving management would be layered on top of the other projects in increments of \$5 million and provide a framework to help understand what you are buying with that investment. In response to a question from Mr. Weber, the Town Manager responded that the Bicycle and Pedestrian Master Plan could have an impact on paving management with regards to logistics. Chairman Polhamus commented that there are going to be questions about the Board of Education administrative building. The Town Manager responded that options would have to be chased down as part of this exercise.

22/23-41 Review, Discussion and Approval: Year End Transfers and Appropriations

Tom DiStasio, Director of Finance, reviewed Final Fiscal Year Transactions FY 2021-2022. He noted that actual revenues relative to budget ended up being \$2,546,000 greater for a positive variance. Chairman Polhamus commented that with these revenues and given rising interest rates, we would not expect to happen again next year. Mr. DiStasio responded that we may see them taper off back to the norm prior to FY 2021/2022. The Town Manager noted that the revaluation will create the floor for FY 2024/2025. Mr. DiStasio noted that actual expenditures finished with a positive variance of approximately \$869,000; two primary drivers were salary savings and

overtime in Public Works. In response to an inquiry from Chairman Polhamus regarding the salary savings, Mr. DiStasio responded that most of the positions have been filled. Mr. DiStasio noted that we had positive operating results and as a result we would add \$842,000 to Unassigned Fund Balance and end the year with an Unassigned Fund Balance of about 13.98%. In response to a question from Mr. Indomenico, Mr. DiStasio responded that you can remove an assignment if it is not necessary to be utilized. Chairman Polhamus noted that the paving management is currently at zero. The Town Manager noted that we have a positive year-end variance of about \$3.5 million; there are a number of options; we would like to get ourselves ahead with some strategic assignments on Fund Balance, some sooner than later; and use some funding to move the dial on the total Unassigned Fund Balance as a percent of the operating budget. He noted that the Town Council has a policy of 10%; it should be around 15% and Council may want to consider changing that percentage in the policy. Mr. DiStasio noted that our insurance consultant identified that the claims projections were much higher than what we were budgeting; we developed a plan to increase our rates we use to fund these claims over a five-year period (FY 2023 is the second of the five-year period); the Medical Insurance Claims Fund should include a transfer of \$1.5 million creating a 17% reserve. The Town Manager noted that we lost a lot of money last year and we are operating with a dangerously low balance; this is important; claims exposure is going to continue. He noted that we have Stop Loss coverage for individual claims on an annual basis of \$175,000 per claim. In response to a question from Mr. Indomenico, Mr. DiStasio responded that we paid out almost \$11 million for health insurance last year, including Board of Education. Chairman Polhamus commented that the State came out with an insurance plan and some towns participate. The Town Manager responded that it is not a viable plan for us. Council thanked Mr. DiStasio for his presentation.

On a motion made by Mr. Weber, seconded by Ms. Ausiello, it was voted:

RESOLVED: That the Town Council hereby recommends that the Board of Finance approve the Fiscal Year End Transactions: Transfers and Encumbrances, Supplemental Appropriations, and Assignments, Appropriations from Fund Balance, as outlined in the booklet Final Fiscal Year Transactions FY 2021-2022, and as described in the memoranda from the Director of Finance to the Town Manager.

Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico voted in favor.

22/23-42 Acceptance of Gift: Scoreboard Donation from Avon Soccer Club

On a motion made by Mr. Indomenico, seconded by Mr. Polhamus, it was voted:

RESOLVED: That the Town Council accept the gift of a scoreboard from the Avon Soccer Club in memory of Art Hennig, in accordance with Section 4.3.2(l) of the Town Charter.

Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico voted in favor.

22/23-43 Supplemental Appropriation: Connecticut Water Company Sewer Project, \$2,250

On a motion made by Mr. Indomenico, seconded by Ms. Ausiello, it was voted:

RESOLVED: That the Town Council hereby recommends that the Board of Finance amend the FY 22/23 Budget by increasing:

REVENUES

Capital Projects Fund (Facil & Equip), Other Local Revenue, Payment in Lieu of Road Improvements, Account #02-0360-43659, in the amount of \$2,250.00 and increasing:

APPROPRIATIONS

Capital Projects Fund (Facil & Equip), Town CIP- Facil/Road Overlay, Road Overlay, Account #02-4831-53003, in the amount of \$2,250.00, for funds in lieu of paving for the Connecticut Water Company, White Birch Lane Sewer Project at the intersection of White Birch Lane and Stagecoach Road.

Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico voted in favor.

22/23-44 Eagle Scout Proclamations

Chairman Polhamus noted that four Scouts will be honored for their achievement of Eagle rank at an Eagle Court of Honor ceremony on Sunday, January 8th of which he plans to attend. He read one of the proclamations aloud.

December 1, 2022

Permit the Town Council to join your many friends in offering our heartiest congratulations upon your achievement as an Eagle Scout.

This is indeed an appropriate honor for the many years you have spent as a Boy Scout. Through the years you have spent in scouting you have had to show qualities of leadership, integrity, loyalty, and service to your troop, community, school, religion, and your friends.

The high standards of the Boy Scouts of America are well known and your elevation to Eagle Scout most certainly attests to your fulfillment of their high standards.

Congratulations on your outstanding achievement!

Dan Polhamus, Chairman
Avon Town Council

On a motion made by Mr. Indomenico, seconded by Ms. Ausiello, it was voted:

RESOLVED: That the Town Council approve proclamations for the following Scouts that will achieve Eagle rank: Rohan Parag Badrinath, Gabriel Correa DaCunha, Cole David Milardo, and Liam Patrick Alexe.

Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico voted in favor.

22/23-45 Approval of Motor Vehicle Tax Refunds, \$11,598.61

On a motion made by Mr. Weber, seconded by Mr. Indomenico, it was voted:

RESOLVED: That the Town Council approve the motor vehicle tax refunds to Evan Drew Smith \$1,105.91, Acar Leasing LTD \$2,857.79, Kerry Callahan Leidal \$1,162.72, Andrew Lang \$1,015.67, and Daimler Trust \$5,456.52.

Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico voted in favor.

IX. TOWN MANAGER'S REPORT/MISCELLANEOUS

Misc. A: Purchasing Update: No highlights were provided.

Misc. B: Construction Update: In response to a question from Mr. Weber, the Assistant Town Manager responded that construction drawings have not been developed yet for the Route 44 Pump

Station Upgrade Project. The Town Manager noted that we will make sure it is aesthetically pleasing for the gateway of Avon. The Town Manager noted that with regard to the Public Safety Community System Project, the public comment period closes on December 9th.

Misc. C: ARPA Project Updates: No highlights were provided.

Misc. D: CASHO: The Town Manager reported that Avon received a Distinguished Service Award at the Connecticut Association of Street and Highways Officials banquet held a few weeks ago.

X. EXECUTIVE SESSION: Real Estate
Collective Bargaining

On a motion made by Ms. Ausiello, seconded by Mr. Weber, it was voted:

RESOLVED: That the Town Council enter into Executive Session at 10:03 p.m.

Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico voted in favor.

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

On a motion made by Mr. Indomenico, seconded by Ms. Ausiello, it was voted:

RESOLVED: That the Town Council come out of Executive Session at 10:12 p.m.

Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico voted in favor.

22/23-46 Possible Action on Item Discussed in Executive Session (Dispatchers' Contract)

On a motion made by Mr. Indomenico, seconded by Ms. Ausiello, it was voted:

RESOLVED: That the Town Council authorize the Town Manager to execute a Collective Bargaining Agreement with the United Public Service Employees Union, Communications Dispatcher as presented by the Town Manager for the three-year period of July 1, 2022 through June 30, 2025 which has been ratified by the Dispatchers Union.

Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico voted in favor.

XII. ADJOURN

On a motion made by Mr. Indomenico, seconded by Ms. Ausiello, it was voted:

RESOLVED: That the Town Council adjourn the meeting at 10:13 p.m.

Mmes: Maguire, Ausiello, Messrs: Polhamus, Weber, and Indomenico voted in favor.

Attest: Jennifer Worsman, Clerk

AVON PUBLIC SCHOOLS



Capital Improvement Plan FY 2023/2024
Presentation to the Town Council
December 1, 2022

Approved FY 22-23 Projects

- | | |
|---|-----------|
| 1. PGS Notification Alarm System | \$220,000 |
| 2. RBS Emergency Generator | \$160,000 |
| 3. DW Interior lock replacement (Phase I) | \$ 65,000 |
| 4. DW Security Upgrades | \$ 60,000 |
| 5. AHS Partial Roof Replacement Design | \$ 20,000 |

Total **\$525,000**

Approved FY 22-23 ARPA Projects

- | | |
|--|-----------|
| 1. AHS Air Handling/RTU Replacement (PHASE II) | \$320,000 |
| 2. AHS Variable Air Valve Replacement | \$341,000 |
| 3. DW Library Carpet Replacement | \$280,000 |
| 4. DW Technology | \$236,000 |

Total	\$ 1,177,000
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Summary of FY 23-24 Requests

- | | |
|---|------------|
| 1. PGS Notification Alarm System Supplemental | \$150,000 |
| 2. AHS Floor Replacement/Asbestos Abatement | \$ 45,000 |
| 3. AMS Emergency Generator | \$265,000 |
| 4. DW Interior lock replacement (Phase II) | \$ 40,000 |
| 5. DW Security Upgrades | \$ 60,000 |
| 6. AHS Partial Roof Replacement | \$ 325,000 |

Total	\$865,000
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<i>Avon High School</i>			
Type / #	Install Date	Age	Service Life (years)
Boiler (2)	1998	24	35
RTU's (20)	2021	1	15
RTU's (16)	2007	13	15
Water Heater (2)	1998	24	20
<i>Avon Middle School</i>			
Type / #	Install Date	Age	Service Life (years)
Boiler (2)	2010	12	20
RTU's (13)	2009	13	15
<i>Thompson Brook School</i>			
Type / #	Install Date	Age	Service Life (years)
Boiler (2)	2000	22	35
Chiller (1)	2000	22	23
AHU (7)	2000	22	15
FCU (57)	2000	22	20
Water Heater (1)	2000	22	20
<i>Pine Grove School</i>			
Type / #	Install Date	Age	Service Life (years)
Boiler (2)	1992	30	35
Water Heater (1)	2018	4	20
Water Heater (1)	2009	13	20
HC Coils (18)	2017	5	20
Condensing Units (5)	2017	5	20
RTU's (4)	2016	6	20
<i>Roaring Brook School</i>			
Type / #	Install Date	Age	Service Life (years)
Boiler (2)	2008	14	20
RTU's (3)	2015	7	20
RTU's (11)	2016	6	20
RTU's (7)	2011	11	20
RTU's (1)	2009	13	20

5 Year Outlook

	<i>Projects</i>	23-24	24-25	25-26	26-27	27-28
PGS	Notification Alarm Replacement Suppl	\$ 150,000				
AHS	Floor replacement/asbestos abatement	\$ 45,000				
AMS	Emergency Generator	\$ 265,000				
DW	Interior lock replacement	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	
DW	Security Upgrades	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
AHS	AHS-Partial Roof Replacement	\$ 325,000	\$ 300,000			
	FY 23-24 Request	\$ 865,000				
CO	Building Improvements		\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000
DW	DW-Bus Replacement		\$ 50,000			
TBS	TBS-Roof Design		\$ 25,000			
RBS	RBS-PreK Playground		\$ 100,000			
AHS	Practice Field Refurbishment		\$ 70,000			
TBS	TBS- Roof Replacement			\$ 600,000	\$ 600,000	
CO	Boiler			\$ 150,000		
TBS	TBS-AHU Replacement				\$ 400,000	\$ 400,000
AHS	AHS-Outdoor Restroom Facility					\$ 200,000
AHS	Press Box					\$ 200,000
AMS	AMS-Foyer					\$ 100,000
	5 Year Outlook	\$ 865,000	\$ 725,000	\$ 880,000	\$ 1,130,000	\$ 990,000

PGS-Notification Alarm System Supplemental

- Funding shortfall from FY23 CIP due to material costs increase
- Complete replacement of present Fire Alarm System installed 1992
- Upgrade to Mass Notification System
- Similar to the systems in the other 4 buildings
- Lockdown buttons, additional strobe lights, speakers, etc.

Total Project cost - \$370,000

Funded FY 22-23 - (\$220,000)

Requested - \$150,000

AHS-Floor Replacement/Asbestos Abatement

- 6 Classrooms require replacement of existing tiles
- Aged asbestos tiles need to be replaced and abated
- Community room carpet and tile flooring to be replaced

Total Cost - \$45,000

AMS-Emergency Generator

- For emergency power
- Phase II of obtaining generators for each building
 - AHS, TBS & PGS have generators
 - RBS was approved and ordered with FY 22-23 capital funds
 - To be installed Summer 2023

Total Cost - \$265,000

DW - Interior Lock Replacement (Phase II)

- Replace/rekey all interior door locks under single Master Key
- Capability for sub Master keys, as needed
- Multiple separate keys for different areas in building
- Phase I - AHS completed 436 locks
- Phase II - AMS 272 locks
- Phase III - TBS 169 locks

Total Cost - \$40,000

DW-Security Upgrades

- Speed bumps in AHS parking lot
- Additional lockdown buttons
- Additional alert notifications and strobes
- Additional cameras

Total Cost - \$40,000

AHS-Partial Roof Replacement (Phase I)

- AHS roofing has been replaced in 2 separate cycles:
 - Replaced in 1998 covering 37,300 sq. ft (scheduled replacement 2018)
 - Replaced in 2008 covering 135,994 sq. ft (scheduled replacement 2028)
- Project is replacement of 1998 roof
- Includes Architect project management
- 5 sections to be replaced in multiple phases
 - Phase I - West wing, connectors & loading dock
 - Phase II - gallery & gym

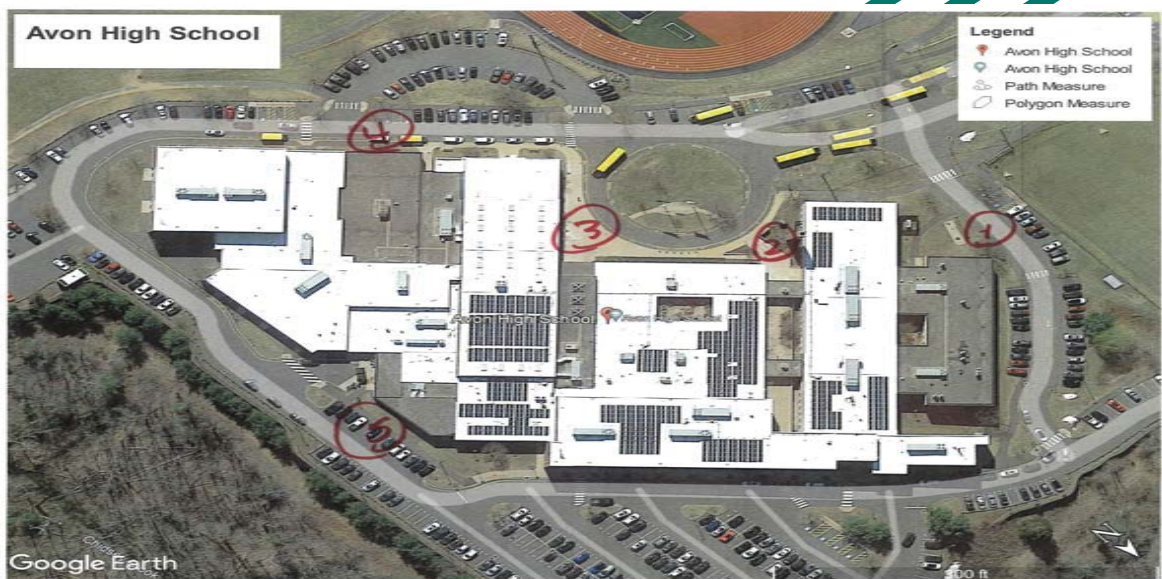
AHS-Partial Roof Replacement (Phase I) con't

FY 23-24 Phase I - \$325,0000

FY 24-25 Phase II - \$300,000

Total Project cost - \$625,000

FY 23-24 Request - \$325,000



Summary of 2023-2024 Requests

1.	PGS Notification Alarm System Supplemental	\$150,000
2.	AHS Floor Replacement/Asbestos Abatement	\$ 45,000
3.	AMS Emergency Generator	\$265,000
4.	DW Interior lock replacement (Phase II)	\$ 40,000
5.	DW Security Upgrades	\$ 60,000
6.	AHS Partial Roof Replacement - (Phase I)	\$ 325,000

<i>Total</i>	<i>\$865,000</i>
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AVON POLICE DEPARTMENT

CAPITAL BUDGET PROPOSAL FY 23/24



1

AVON, CONNECTICUT CAPITAL IMPROVEMENT PROGRAM, PROJECT PROPOSAL FY 2023/2024– 2027/2028

LIST OF PROJECTS (1)	Source of Funds * (2)	Estimated Expenditure by Fiscal Year Total For Five Year Plan						
		Total Estimated Cost (3)	FY 2023/24 (4)	FY 2024/25 (5)	FY 2025/26 (6)	FY 2026/27 (7)	FY 2027/28 (8)	Five Year Total (9)
Department-Issued Duty weapons	(1)	\$35000.00	\$35000.00	0	0	0	0	\$35000.00
Roadway Electronic Notification Board and Speed Signs	(1)	\$32000.00	\$32000.00	0	0	0	0	\$32000.00
Animal Control Vehicle	(1)	\$50000.00	0	0	\$50000.00	0	0	\$50000.00
TOTALS OF COLUMNS 3 – 9		\$117000.00	\$67000.00	0	\$50000.00	0	0	\$117000.00

* (1) General Revenue (2) Long Term Bonds (3) Short Term Notes (4) State Aid (5) Federal Aid (6) Special Assessments
(7) Other (8) Sewers

2



- ▶ Current guns are at end of Service life
- ▶ Lighter / smaller weapon
- ▶ More accurate aiming system
- ▶ Available ammunition

DEPARTMENT ISSUED DUTY WEAPONS

3



ROADWAY ELECTRONIC NOTIFICATION BOARD AND SPEED SIGNS

NOTIFICATION BOARD ALLOWS FOR COMMUNITY NOTIFICATIONS. THEY ARE USED FOR ROADWAY DELAYS, CLOSURES, EVENT NOTIFICATION AND SAFETY INFORMATION. FUNDING WILL ALLOW FOR THE PURCHASE OF 1 TRAILER.

SPEED SIGNS ARE USED TO ELECTRONICALLY NOTIFY A DRIVER OF THEIR SPEED. THEY ALSO COLLECT TRAFFIC DATA. THESE SIGNS ARE MOBILE AND WILL BE PLACED AROUND TOWN. FUNDING WILL ALLOW FOR THE PURCHASE OF 2 ADDITIONAL SIGNS.

4

Animal Control Vehicle



- Planning for the replacement in 2025/2026 fiscal year
- Current vehicle is a 2011 mini van with 71,000 miles



Avon Volunteer Fire Department

Capital Improvement Budget Presentation

Bruce Appell, Fire Chief

Joe Speich, Assistant Fire Chief

Nancy Crozier, President

1



Overview

- Year in review
- Apparatus request
- Building and facility request



2

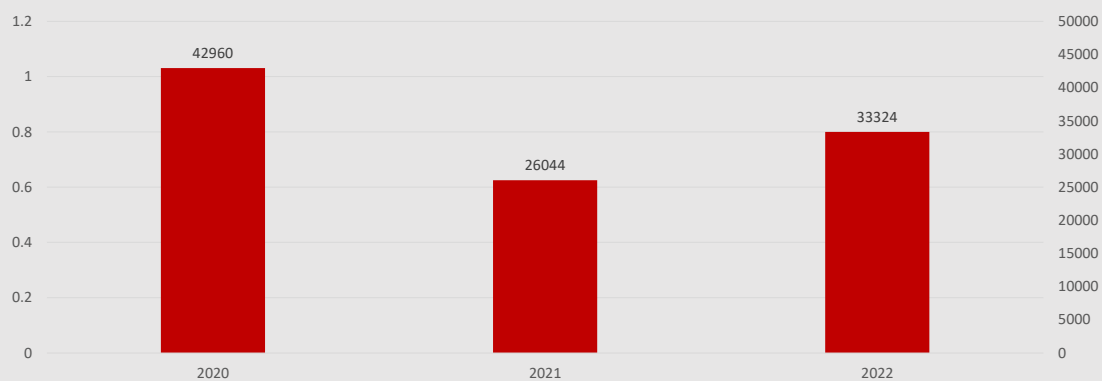


Year in Review

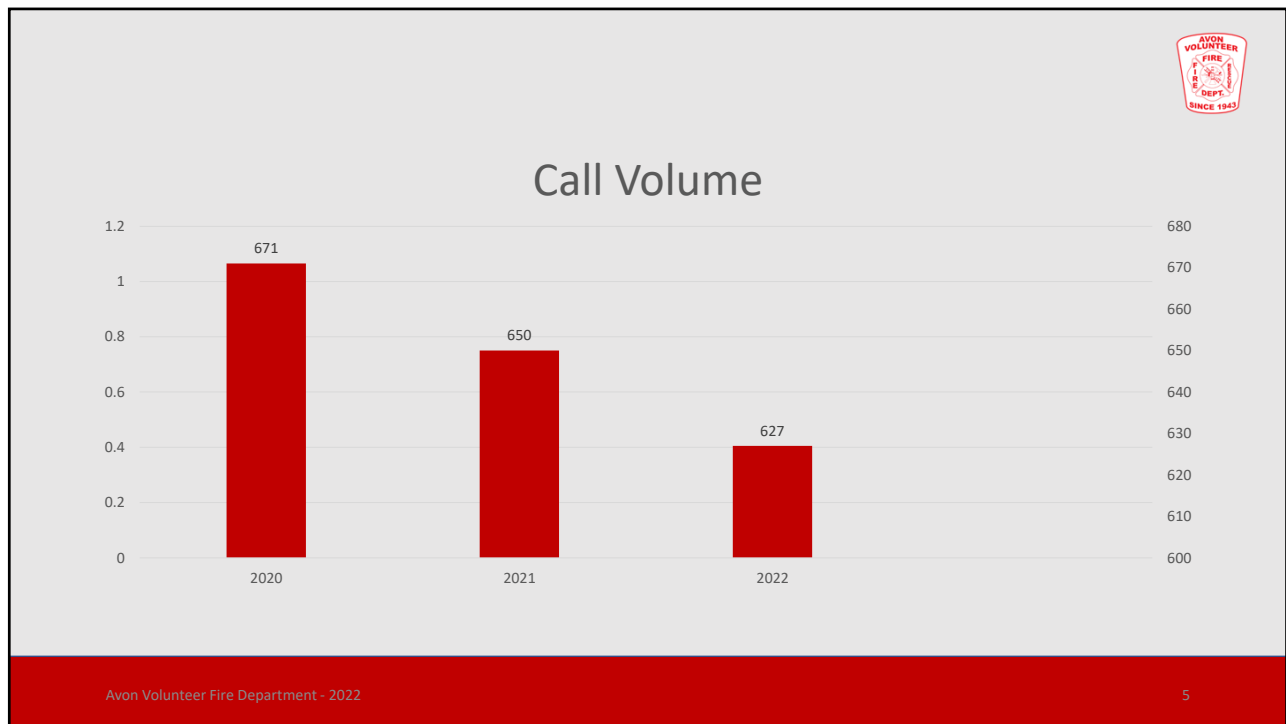
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Volunteer Hours



4



5



6



Apparatus Request

7

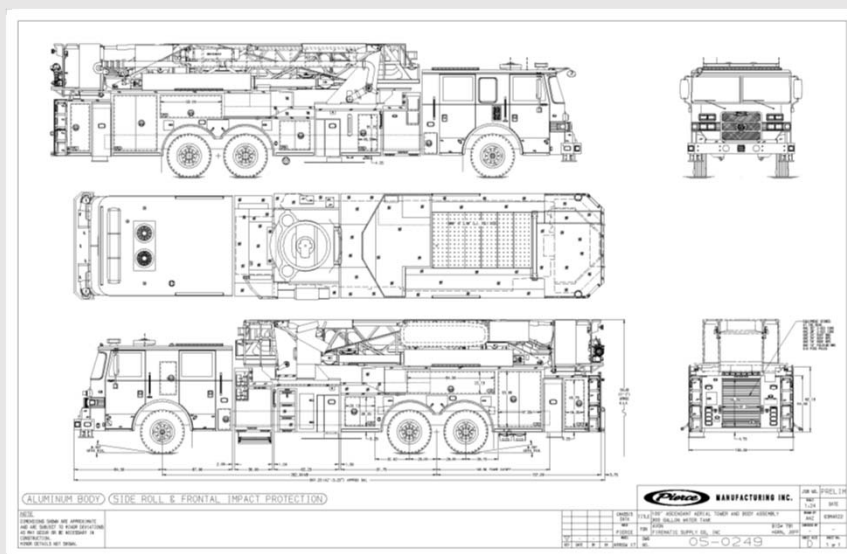


Ladder 12



- 2001 HME/Metz 104' Aerial
- Major components need replacement and/or repair exceeding \$120,000
- Has reached the end of the expected life cycle and is at the NFPA recommended replacement date of 2022
- Recommendation from FD, CGR and DPW is to replace
- \$2,123,309

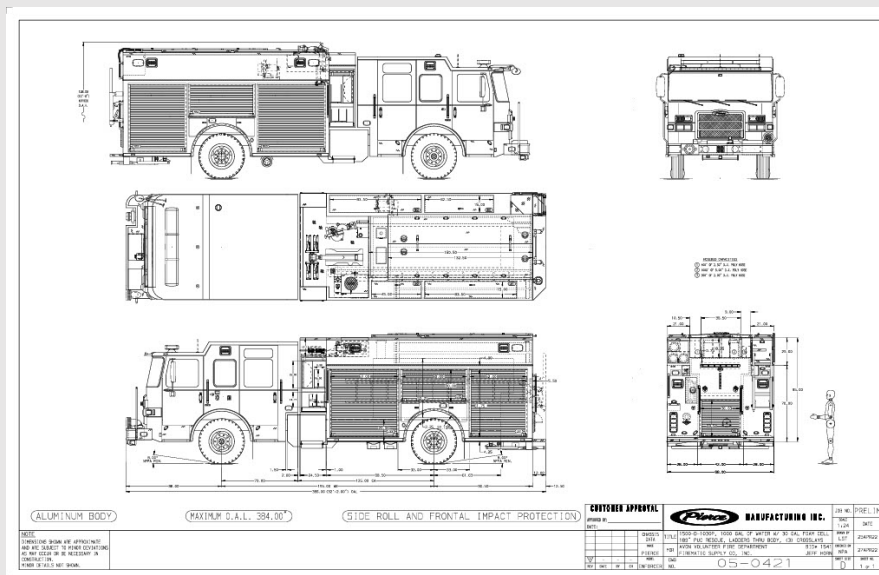
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Engine 14



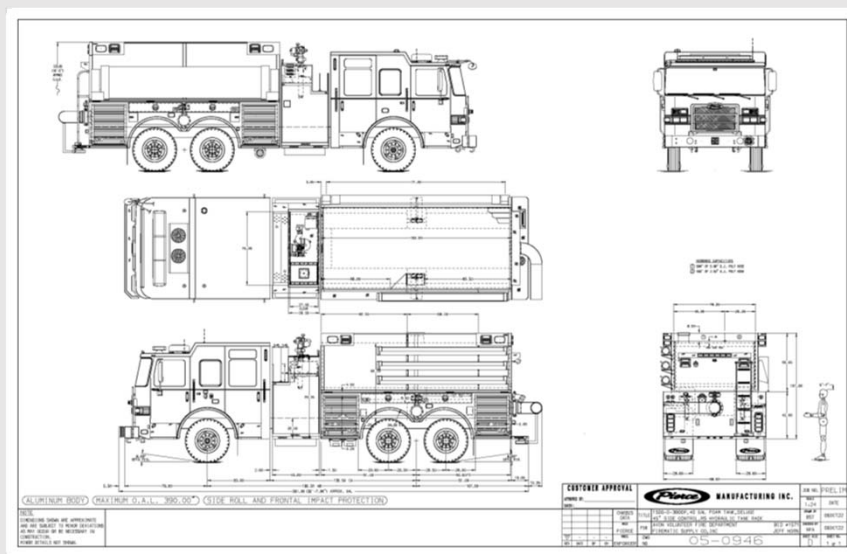
- 2001 HME/Gowans Knight
- On the road daily
- Most calls annually
- Has reached the end of expected life cycle and is at the NFPA recommended replacement date of 2022
- Recommendation from FD, CGR and DPW to replace
- \$1,210,182



Tanker 20



- 1997 International/ Gowans Knight
- Has reached the end of expected life cycle, exceeds the recommended NFPA replacement date of 2017
- Does not have modern safety features
- Parts availability
- Only hold 2 firefighters
- Recommendation from FD, CGR and DPW to replace
- \$1,200,000



Financial Request

	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28
Engine 14	\$240,000	\$240,000	\$240,000	\$240,000	\$240,000
Ladder 12	\$440,000	\$440,000	\$440,000	\$440,000	\$440,000
Tanker 20	\$240,000	\$240,000	\$240,000	\$240,000	\$240,000
Total	\$920,000				

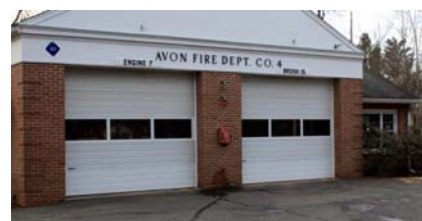


Building and Facility Request

Avon Volunteer Fire Department - 2022

15

15



16



Buildings and Facility Request

- \$350,000
 - Needed to begin the planning and design of one new fire station and the renovation of two others
 - The new and expanded fire stations will allow the town to save on costly apparatus customization and provide indoor storage for support vehicles and trailers
 - Increase morale amongst our current members
 - Better recruitment of new members



SCBA Compressor

- \$150,000
 - Replace aging compressor
 - Manufactured in 2004 with a life expectancy of 15-20 years
 - Imperative for firefighter safety and department operation
 - Department intends on applying for a federal grant, if awarded would pay 90%
 - Can be moved to accommodate construction at the Darling Drive Fire Station





Conclusion

- Thank you to the town and council for your continued support
- Continue the upgrade and modernization of apparatus
- Begin to upgrade and modernize our facilities



Capital Improvement Plan

*Fiscal Year 2023/2024
General Government*

**Assessor, Emergency Management
& Town Manager**

1

Assessor's Office

- Project: 2023 Revaluation
- Amount of FY 24 Request - \$75,000
 - Second of three years of funding - \$75,000 in FY23 and \$75,000 in FY25; **\$225,000 total**
- Purpose – To engage a third-party consultant to assist with the completion of the revaluation and to handle appeals as needed.

2

Emergency Management

- Project: Video Wall for EOC
- Amount of FY 24 Request - \$74,195
- **Purpose** – To purchase and install a digital video wall (brand name, Hiperwall) in the Emergency Operations Center.
 - The video wall will consist of multiple monitors tiled together.
 - Information can be displayed on a single monitor or tiled together to increase the size of the image to fill multiple or all monitors.
 - This tool will allow for large amounts of data to be displayed at once and assist in emergency response.

3



4

Town Manager's Office

- Project: **Building #1 Renovations**
- Amount of FY 24 Request - **\$250,000**
 - \$25,000 included in FY23 CIP; anticipate additional funding requests in future years to fund construction.
- **Purpose** – Complete renovations to the Selectmen's Chamber, restrooms, office spaces, file storage areas and the crawl space in lower level. Address systems' upgrades, energy efficiency measures and ADA compliance. Staff is currently working with architect to develop concepts.