

**AVON TOWN COUNCIL
MEETING MINUTES
November 2, 2023**

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: Ausiello, Maguire, Barthel, Messrs: Polhamus and Weber. 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 MEETINGS: October 5, 2023

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

RESOLVED: That the Town Council accept the minutes of the October 5, 2023 Meeting as drafted.

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

V. COMMUNICATION FROM AUDIENCE - None

VI. COMMUNICATION FROM COUNCIL

Mrs. Maguire noted the following Avon Lions Club events: a vision screening was held yesterday at Roaring Brook School and will be at Thompson Brook School tomorrow, followed by other schools and daycares in Town; Harvest Breakfast at the Senior Center on November 5th from 8-11 AM; and a fundraiser with Puerto Vallarta on November 14th. She also wished good luck to all candidates on Election Day.

Ms. Ausiello noted that she attended the following events: Avon Greater Together Community Fund reception on October 18th and Interval House (organization that helps victims of domestic violence) Breakfast with Champions on October 25th.

Chairman Polhamus wished good luck to all candidates on Election Day. He shared a few updates from the prior Council meeting: Marketplace Park is not Town property, and we will ask the owner to address safety issues and Connecticut Natural Gas agreed to remediate the site at Spring Meadow and landscaping work has been done, with thanks to the Engineering Department. He noted the Veterans Day ceremony scheduled for Saturday, November 11th at 11 a.m. on the Town Green.

VII. OLD BUSINESS

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

Chairman Polhamus noted that there is an item on the agenda tonight to appropriate \$25,000 for the Avon Fuel Bank; if approved, there would be a remaining ARPA funds balance of \$1.2 million. In response to a question from Mrs. Barthel, the Town Manager responded that \$25,000 for the Avon Fuel Bank would go towards the upcoming winter season and estimated based on what was needed last year.

23/24-11 Appointment: CRCOG Regional Planning Commission (D – 12/31/2023)

On a motion made by Mrs. Maguire, seconded by Ms. Ausiello, it was voted:

RESOLVED: That the Town Council table agenda item 23/24-11 Appointment: CRCOG Regional Planning Commission (D – 12/31/2023) to their December 7, 2023 meeting.

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

23/24-32 FY 24/25 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, highlighted the approved ARPA Projects for FY 22/23, approved capital budget requests for FY 23/24, and reviewed each of the summary requests for FY 24/25. Deb Chute, Board of Education Chair and Susan Russo, Business Manager, were also in attendance. In response to a question from Mrs. Barthel, Mr. Altimus responded that the Avon Middle School Notification System Replacement will be an upgrade and will be the same type of system at Pine Grove School; the AMS current system is approximately 15 years old. In response to an inquiry from Ms. Ausiello, Mr. Altimus responded that interior lock replacement projects are being done in phases based on one school per year; involves every lock inside the buildings. In response to a question from Chairman Polhamus, Mr. Altimus responded that the Turf Field Escrow project is to replace the turf, an approximate cost of \$1 million, and practice in other towns is to set money aside in advance; it is in good shape based on last year's assessment of it and should last more than 10 years; and the Track/Field Facility project is for items like the press box, restroom, etc. In response to a question from Mrs. Barthel, Mr. Altimus responded that regarding the AMS-Door Entrance System, it will have the same design and make modifications to avoid the same deterioration; this entrance is basically a teacher entrance and used as an evacuation exit. Mr. Altimus noted that the AMS-Upgrade Electrical System project is for the original part of the building and not the addition in 1992. Ms. Chute shared that the Board of Education supports all of the projects presented to the Town Council, but Central Office has struck a cord with everyone on the Board and unanimously are highly concerned about the safety of the building and the people that work inside it; people go there to meet our district staff and sign up their children to start school; this is their introduction to Avon and it does not have the welcoming feel that we put so much effort into at all of the school buildings; it is not safe; ideally if we could find a different location that would be what we would fully hope we can towards together and we would appreciate your support. In response to a question from Mrs. Barthel, Mr. Altimus responded that with the TBS-Courts Replacement Phase I project it would be completed with more modern construction techniques. In response to an inquiry from Ms. Ausiello, Mr. Altimus responded that an executive study was commissioned to investigate space at schools. Ms. Russo noted that Pine Grove School is at capacity in our current districting; the team is looking into redistricting recommendations or potential additions/expansions where there are enrollment bubbles; initial enrollment projections were presented in May; once we have more data to share with the Board of Education, it will also

be shared with the Town Council. Chairman Polhamus shared that Avon Little League states that the fields at the schools are not usable for their purposes due to weeds (which State legislation says we are not allowed to treat) and we are kicking off the Recreation and Parks Master Plan which will likely recommend that we add fields if we can't get the fields at schools into usable condition. In response to a question from Chairman Polhamus, Mr. Altimus responded that the pre-pandemic cost to bring the Avon High School baseball field into playable condition was \$40,000 and the Avon Middle School baseball field was \$70,000. Ms. Russo noted that even if we got the fields into usable conditions, we are limited by the current maintenance staff to continue the proper maintenance. Mrs. Maguire asked if there is any thought to make the front field hockey field at the Avon Middle School a turf field; there has been buzz around Town about a second turf field. Chairman Polhamus recommended that we wait until the Master Plan is complete to see what recommendations are made regarding athletic fields. In response to a question from Mrs. Barthel, Mrs. Russo responded that staff looks for grants for school security upgrades; Avon is in a better socio-economic position than other towns and our crime rate is very low, so we don't qualify for many grants; we did receive a small award from the most recent school safety grant for funds spent in last year's capital budget. Mr. Weber inquired about the main gym roof at Avon High School. Mr. Altimus responded that the roof leaks were a result of the solar panels; there was no damage inside the building. Council thanked the Board of Education for their presentation.

b. Recreation & Parks – a power point presentation is attached and made part of these minutes

Ruth Checko, Director of Recreation and Parks, highlighted project accomplishments and reviewed capital budget requests for FY 24/25. She noted that the Expansion Joints Caulked at Pool project is a priority need for FY 25. In response to question from Chairman Polhamus, Ms. Checko responded that when the fields flood at Fisher Meadows damage is pretty minimal to the fields; new construction of Old Farms Road tempers the flow of water in that area. She noted that regarding Playscape in Sperry Park project it would be best incorporated in the project for the ball field as the Engineering Department has plans in the design for an area for a playscape. She noted that regarding the Trail Development and Maintenance & Pavilion project, the Recreation and Parks Committee is acting on this recommendation based on items listed in the open space chapter of the Plan of Conservation and Development and picked out recommendations to connect areas in Foundland and Huckleberry; they are also interested in treating invasive species in Fisher Meadows and Fisher Farm which aggressive remediation needs to take place three consecutive years to remove invasive species. She noted that regarding the pavilion, donations from families are anticipated to contribute towards this project and have been considered in the request for funding. Mr. Weber thanked Public Works for all the maintenance along the Heritage Trail and Fisher Meadows; it is noticed many; and the trails are one of our strongest touch points with the public. He also gave a shout out to Norman Sondheimer who is a trail lover as well and a knowledge of wealth regarding the trails. Ms. Checko noted that \$15,000 per year is budgeted in the general fund budget used to hire contractors to do some maintenance, in addition to Public Works helping as well. Ms. Checko noted that regarding the Bathroom Fixtures Replacement Sycamore Hills Bathhouse project, there are eight bathrooms and two kitchen sink cabinet areas, and most are original to the building. Mrs. Barthel inquired about the Recreation and Parks Master Plan and when the Town will receive survey results. Ms. Checko responded that the Town plans to meet with residents in November; Town Council shall receive a presentation at its December 7th meeting which will be an introductory kick-off to the process, and the Recreation and Parks

Committee will receive an update at their December 12th meeting. Council thanked Ms. Checko for her presentation.

c. Public Works – a power point presentation is attached and made part of these minutes

Bruce Williams, Director of Public Works, introduced Paul Welsh, Operations Manager, to the Town Council and noted that he has worked for the Town for twenty-seven years. They shared a two-year lookback with the Pavement Management Program as well as the request for FY 24/25. They also reviewed other capital budget requests for FY 24/25. In response to a question from Chairman Polhamus, the Assistant Town Manager responded that regarding Country Club Road, we received comments from CRCOG's consulting engineer with regards to our grant application in the amount of \$4 million and when the Town Engineer makes his capital budget presentation next month he will be requesting funds to hire a consultant to do the design; the size of the project will likely require a referendum to approve the funds. Mr. Williams highlighted the Public Works Building Upgrades request. Mr. Weber noted that Town Council toured the Public Works facilities a few years ago. In response to a question from Mrs. Barthel, Mr. Welsh responded that when employees are working during a storm event, the facilities are not currently accommodating for an extended stay. Mr. Williams noted that Public Works staff feel comfortable with the conceptual drawing; site borings will be done next as well as marking utilities; \$900,000 is still a good estimate for the project. Mr. Williams noted that regarding the Security Camera Upgrades Project, it is time to upgrade the technology on our existing hardware and new hardware needed on other Town buildings. He noted that the estimated cost for the Refurbish Metal Roof Building 8 Project is \$110,000. A typo was noted in the presentation under "Town Buildings – Roof History"; rating condition of the roof on Avon Town Offices Building 1 should read "Good." He noted with regards to the Sidewalk Improvement Plan Project, the Town has about 63,000 square feet of public sidewalks which require maintenance. In response to a question from Mrs. Barthel, the Town Manager responded that businesses are responsible for all sidewalk maintenance for their properties. Mr. Williams highlighted Public Works Historical Fleet Funding and noted that Town Council funded all requests which goes a long way in helping their fleet needs. He highlighted the 5 Year Plan – Fleet Requests. In response to a question from Mr. Weber, Mr. Welsh responded that regarding police vehicles, we have three administrative vehicles, three detective vehicles, and thirteen patrol vehicles which includes two school resource officer vehicles that are marked units. Mr. Weber noted that every ten years we cycle out two vehicles per year. In response to a question from Mr. Weber, Mr. Williams responded that SUVs are preferred today. Mr. Weber commented on electric vehicles with regards to idling and their benefit with maintenance. Mr. Williams noted that idling time is 17,000 hours plus mileage for police vehicles. Chairman Polhamus recalled the Town having one electric vehicle and the issues we had with it. Mr. Williams noted that Service Utility Truck – 99 AV was built in 2006; the replacement vehicle would be larger. In response to a question from Mrs. Barthel, Mr. Williams responded that we sell old fleet as Town surplus. He added that all Public Works fleet is stored inside. In response to a question from Mrs. Barthel, Mr. Williams responded that the Board of Education request for \$90,000 in FY 25/26 is for a vehicle replacement in their fleet. Council thanked Mr. Williams and Mr. Welsh for their presentation.

VIII. NEW BUSINESS

23/24-37 Pavement Management Presentation

Mr. Williams introduced Tony Garro, Sr. Vice President, BETA. He noted that Avon has been with BETA since 2009. Mr. Garro noted that they appreciate the work and continuity of working with the Town and having success with the Pavement Management Program. He provided a presentation (which is attached and made part of these minutes). In response to a question from Mrs. Barthel, Mr. Garro responded that roads are being addressed with a balanced approach, addressing roads in poor condition, and extending the life of roads on the verge. He noted that the average network rating is 71; majority of towns are between 68 and 74, with a few outliers in either the low 60s or mid-80s. In response to a question from Mrs. Barthel, Mr. Garro responded that the AI establishes the baseline, scores are computed into the system and then the clock starts moving; heavier traffic roads will deteriorate at a faster rate; when re-assessed in 2024, legacy data will compare old, new, and raw data followed by a quality assurance. In response to a question from Ms. Ausiello, Mr. Garro responded that our last contract with the Town was \$27,000 which includes re-inspections, analysis, and working on a capital improvement plan. He noted that it costs approximately \$100-125 per center lane mile to do the pavement evaluation and provide a depictable. Chairman Polhamus inquired why we don't have a list showing what order the roads will be done; we receive feedback from residents' asking when their road will be done. Mr. Williams responded that budget requests are not approved every year; in the last few years we have received funding and have resulted in a good injection of roads done. In response to a question from Mrs. Barthel, Mr. Garro responded that the program provides a cost benefit value analysis and then use an 80/20 rule to complete roads over the next three years. Mr. Williams noted that other factors in determining when a road will be done can be based on sewer projects, water main replacements, or utility work being scheduled on a certain road. Council thanked Mr. Garro for his presentation.

23/24-38 Support for Community Events Grant Program Award, \$7,500

The Assistant Town Manager shared that Dawn Zavalishin, Bottoms Up, approached the Town a few weeks ago about holding a smaller scale Winterfest on December 2nd in the same location as last year, including the Christmas Tree lighting, food trucks, vendor booths, and beer garden. She noted that Ms. Zavalishin's initial funding request was for \$19,725; the Community Events Grant Program request cap is \$7,500; and the total annual budget for the Grant Program is \$20,000, of which we have awarded \$4,600 to the Avon Lions Club for the carnival, \$4,300 for the Avon High School Booster Club, and we support the Veterans Day and Memorial Day services which is estimated at \$2,000, leaving a balance of \$9,000 through the end of the fiscal year. Chairman Polhamus commented that the first Avon Winterfest was a great event and Ms. Zavalishin paid many expenses out of her pocket. Mrs. Maguire questioned if shuttle service is really needed and could save on costs. Chairman Polhamus commented that we setup the \$20,000; we want to support community events; and we can make another appropriation to replenish the Program account. Mrs. Barthel suggested asking businesses along Route 44 to decorate their windows, etc.; maybe the Town can help volunteer in building up the lighting and decorations. In response to a question from Mr. Weber, the Town Manager responded that for special events, the Police Department bills for services with the bare minimum staffing solution.

On a motion made by Mrs. Maguire, seconded by Ms. Ausiello, it was voted:

RESOLVED: That the Town Council award the Bottoms Up Organization a grant through the Community Events Grant Program in the amount of \$7,500 to support Avon Winterfest 2023.

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

23/24-39 Review, Discussion and Approval: Year End Transfers and Appropriations

The Town Manager noted that Tom DiStasio, Director of Finance, put together this information a month earlier than is usually presented. He noted that the Town is in an excellent position for FY 23; on a \$103 million budget, we had a total positive expenditure variance of just over \$400,000; \$100,000 came from the positive variance Board of Education operating budget and the balance from the Town with its two drivers being minimal snowstorms and open positions. He added that the positive revenue expenditure variance is about \$3.5 million; two primary drivers are \$1.7 million from higher than anticipated interest rate returns on our cash balances and \$1.6 million from higher budgeted State intergovernmental grant revenue. He noted that for the current fiscal year (FY 24) a recommendation was made to increase several line items in the revenue budget related to grants so we won't see this kind of positive variance; for the FY 25 budget and the what the interest rate environment is we will make adjustments as best we can, so we don't see over \$1 million variances for interest income. He noted that we are in a wonderful position to put the Town in the best position possible moving into the next fiscal year. The following recommendations are being made as a result: increase our percentage of unassigned fund balance (to 14.56%), place an assignment of \$1.6 million on the capital budget for road improvements, create a capital reserve of \$500,000 for either the Town or Board of Education subject to the approval of the Town Council and Board of Finance, and an assignment be placed on the Board of Education positive variance of about \$100,000 for their use. He noted that we have a multi-year challenge for dealing with the health insurance self-insurance fund; we did a transfer of appropriation to the fund last year of \$750,000 and budgeted another \$750,000 in the operating budget for the fund; we had poor experience this most recent fiscal year and are recommending that we transfer another \$900,000 to the self-insurance fund; this would put us within all the safety margins for claims reserve that our consultant recommends; we have a plan over the next few years to get the fund back to a point where it's even. He noted that regarding these assignments, in almost every instance we budget for these again and most times those assignments go all the way through the budget process to get appropriated.

Tom DiStasio, Director of Finance, reviewed Final Fiscal Year Transactions FY 2022-2023. He provided a presentation (which is attached and made part of these minutes). He noted that in Tab C – Supplemental Appropriations – Other Funds, these are funds other than the General Fund that do not receive funding from the property tax levy. He noted that an assignment is a classification of fund balance; we take a portion of the positive operating results from the fiscal year and earmark those funds for designated purposes based on the strategic planning and the Town's needs into the future. He noted the Town operates a self-insured insurance program and liable to pay claims as they occur; we do our best to project those claims by engaging an insurance consultant and then make recommendations for what we should budget to cover those costs; from last year there is a difference between what we have been historically been budgeting over the last few years and what the projections have been from our consultant; our current consultant come onboard in 2019 and identified this deficiency in what we have been budgeting and we established a five-year plan whereby we increase our budget in fairly large amounts every budget cycle to try and get to a point of equilibrium by FY 2025/2026 in which our budget is adequate to cover projected claims; the balance should consist of a claims reserve which is estimated at one and one half months' worth of gross claims and claims margin of 10-20% for any potential fluctuations between what our projections indicate claims costs are expected to be and what they may actually be. Mrs. Maguire requested a copy of the presentation be sent to Town Council. In response to a question from Ms.

Ausiello, Mr. DiStasio responded that stop loss coverage was switched to a different carrier, Tokyo Marine, a few years ago which was cost driven. In response to a question from Ms. Ausiello, Mr. DiStasio responded that we had a different consultant prior to Lockton who may have recommended a different method for funding self-insurance claims. In response to a question from Mr. Weber, the Town Manager responded that our pension is temporarily underfunded. Mr. DiStasio noted that after FY 2027/2028 our pension will be fully funded; there are currently three active employees in the plan, and we are playing catch up on funding for past earned service costs. The Town Manager noted that in the operating budget you see an annual actuarially required contribution, a couple million dollars, that comes out and that will go away after FY 2027/2028; then we will have decisions to talk through; we could put whatever was needed of that amount into our OPEB liability and fully fund it and there still be some funding left after that. Chairman Polhamus asked if we could use the capital reserve of \$500,000, if needed, and move it to debt service. The Town Manager responded that it would require approval by both the Town Council and the Board of Finance. Council thanked Mr. DiStasio.

On a motion made by Ms. Ausiello, seconded by Mrs. Maguire, 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 2022-2023, and as described in the memoranda from the Director of Finance to the Town Manager.

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

23/24-40 Resignation: Board of Education (R – 12/31/2025)

Chairman Polhamus noted that this seat is indicated as running through December 31, 2025; we are almost halfway through the term, and this will come into play on the next agenda item.

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

RESOLVED: That the Town Council accept with regret the resignation of Elizabeth Sommerkorn from the Board of Education.

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

23/24-41 Appointment: Board of Education (R – 12/31/2025)

Chairman Polhamus noted that because this vacancy occurs in the middle of the term and with a municipal election coming up next week to fill the remaining two-years of the term, this appointment on the agenda is for the remainder of 2023. Mrs. Maguire commented that a lot goes into becoming a member of the Board of Education, there is an expense in both time and money to bring a new member up to speed and for that person to only be there for two months it is not the best investment for our town; instead we shall table this appointment, wait for the outcome of the election, and have everyone start together in January.

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

RESOLVED: That the Town Council table agenda item 23/24-41 Appointment: Board of Education (R – 12/31/2025) to their December 7, 2023 meeting.

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

23/24-42 Supplemental Appropriation: Avon Fuel Bank (ARPA), \$25,000

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

RESOLVED: That the Town Council hereby recommends that the Board of Finance amend the FY 23/24 Budget by increasing:

REVENUES

American Rescue Plan Act Grant, Intergovernmental, American Rescue Plan Act Grant Revenue, Account #50-0330-44037 in the amount of \$25,000 and increasing:

APPROPRIATIONS

American Rescue Plan Act Grant, Human Services, Fuel Bank Support, Account #50-4203-55160 in the amount of \$25,000 for the purpose of allocating funding received through the American Rescue Plan Act towards support of the Avon Fuel Bank.

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

IX. TOWN MANAGER'S REPORT/MISCELLANEOUS

Misc. A: Purchasing Update: The Town Manager noted that regarding the RFQ-Architectural & Engineering Services for the Renovation, Expansion & New Construction of Fire Facilities, interviews were held, and the Building Committee has recommended a finalist, Tecton Architects; next is to obtain detailed costs and a contract award recommendation shall come before Council in January.

Misc. B: Construction Update: The Town Manager noted that regarding the Old Farms Road Project there is one request remaining for a hearing related to the removal of trees but is expected to be withdrawn; the contractor will then move forward with their work through the winter, weather permitting. Chairman Polhamus noted that the plan is to bring a lot of the fill from the Old Farms Road Project to Sperry Park for the creation of the new ball field. The Town Manager added that there will be a robust public participation process related to the East/West Section of the Old Farms Road Project, likely in January 2024 and we will advertise such on social media and the Town web site. The Assistant Town Manager noted that regarding the Countryside Park Renovations Project, we are experiencing delays with materials, therefore, we will most likely not begin taking reservations until 2024. Mr. Weber inquired about the status on lighting for the tunnel under Route 44 along the Rails to Trails. The Assistant Town Manager responded that we received an electrician estimate of approximately \$20,000 and Steve Mitchell entertained solar which would cost just as much; we are going to pause on this for now; perhaps Beacon Communities may be interested in assisting in the future. In response to an inquiry from Chairman Polhamus, the Town Manager responded that regarding the Public Safety Communication System Project, construction should begin any day now.

Misc. C: Emergency Medical Service: The Town Manager noted that the Chief of Police will be at Council's December 7th meeting to present the Police Department's capital budget and will also provide an overview of emergency medical service. Mrs. Barthel noted that Simsbury just increased their contract with their ambulance service. The Town Manager responded that Simsbury has their own volunteer ambulance association, a stepchild of sorts in the emergency services structure, along with their police department as well as its fire district which has independent taxing authority.

Misc. D: CALEA Re-Accreditation: The Town Manager noted that CALEA (Commission on Accreditation for Law Enforcement Agencies), a national organization, completely voluntary; the only accreditation that a local police department must have through the State is POST (Police Officer Standards and Training Council) Accreditation; premier departments have CALEA Accreditation. He noted that CALEA will be onsite next week; no public forum to his knowledge; and the community survey that was recently sent out is part of the accreditation process.

The Town Manager commented that Michelle Traub came to the last Council meeting to talk with us about issues at Avon Place. Unfortunately, Avon Place finds themselves without hot water again. He noted that the Farmington Valley Health District (FVHD) is all over it and will be issuing an order under the public health regulations that this must be fixed by a certain date and there are legal aspects that our Town Attorney is going to advise on in the event this does not occur, i.e., relocate residents at a reasonable location at the landlord's expense. Mrs. Barthel noted that tenants do not need to pay rent until that is resolved. The Town Manager noted that he had a good conversation with Ms. Traub and they discussed the idea about a housing code, fair rent commissions, and not adding more layers of regulation without knowing and understanding the full power that we have through the existing regulatory structure that is available to us; what most of this comes down to is having resources of people that are dedicated to chasing these things down; and perhaps there is a potential role through the FVHD if other communities are experiencing the same thing. Ms. Ausiello commented that there appears to be gaps of either personnel or knowledge or both when someone calls with a complaint; perhaps some positions need to be created for towns to enforce current codes in a timely manner as well as the teeth to enforce whatever we can. Mrs. Barthel commented that Connecticut General Statutes spells out what a landlord must do for the tenants and what the tenants are able to get if the landlord is not complying. Ms. Ausiello inquired if the Town could levy fines. The Town Manager noted this is a work in progress. In response to a question from Mrs. Barthel, the Town Manager responded that if an issue doesn't fall under the purview of a health problem, we could have a person (perhaps a housing coordinator) who would investigate the issue and would have the responsibility to go to the town and address it accordingly.

X. EXECUTIVE SESSION: Real Estate

On a motion made by Mrs. Maguire, seconded by Ms. Ausiello, it was voted:

RESOLVED: That the Town Council enter into Executive Session at 9:55 p.m.

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

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

XII. ADJOURN

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

RESOLVED: That the Town Council adjourn the meeting at 10:08 p.m.

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

Attest: Jennifer Worsman, Clerk

AVON PUBLIC SCHOOLS



Capital Improvement Plan FY 2024/2025 Presentation to the Town Council

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**

Approved FY 23-24 Requests

1.	PGS Notification Alarm System Supplemental	\$230,000
2.	AHS Floor Replacement/Asbestos Abatement	\$ 55,000
3.	AMS Emergency Generator	\$265,000
4.	DW Interior lock replacement (Phase II)	\$ 40,000
5.	DW Security Upgrades	\$ 40,000
6.	AHS Partial Roof Replacement (Phase I)	\$ 235,000

Total: **\$865,000**

Summary of FY 24-25 Requests

1.	AHS Partial Roof Replacement (Phase II)	\$425,000
2.	AMS Door Entrance System (Phase I)	\$ 80,000
3.	AMS Electrical Upgrades	\$100,000
4.	DW Floor Replacement/Asbestos Abatement	\$ 45,000
5.	CO Building Improvements	\$ 75,000
6.	DW Interior lock replacement (Phase III)	\$ 40,000

Summary of FY 24-25 Requests

7. TBS Courts Replacement (Phase I)	\$120,000
8. RBS PreK/K Playground	\$215,000
9. DW Security Upgrades	\$ 40,000
10.TBS Roof Design/Project Management	\$ 25,000
Total:	\$1,165,000

5 Year Outlook

AHS

Turf Field Escrow
Practice Field Refurbishment
Generator Replacement
Small Gym Bleachers
Auditorium Upgrades
Track/Field Facility

TBS

Roof Replacement
New Playground
Tennis Court Replacement
AHU Replacement

AMS

Notification System Replacement
Tennis Court Replacement
Door System Replacement PH II

5 Year Outlook

PGS

Locker Replacement

Central Office

Building Improvements

Boiler Replacement

HVAC system

Districtwide

Flooring

Interior Locks

Bus

Security

AHS-Partial Roof Replacement (Phase II)

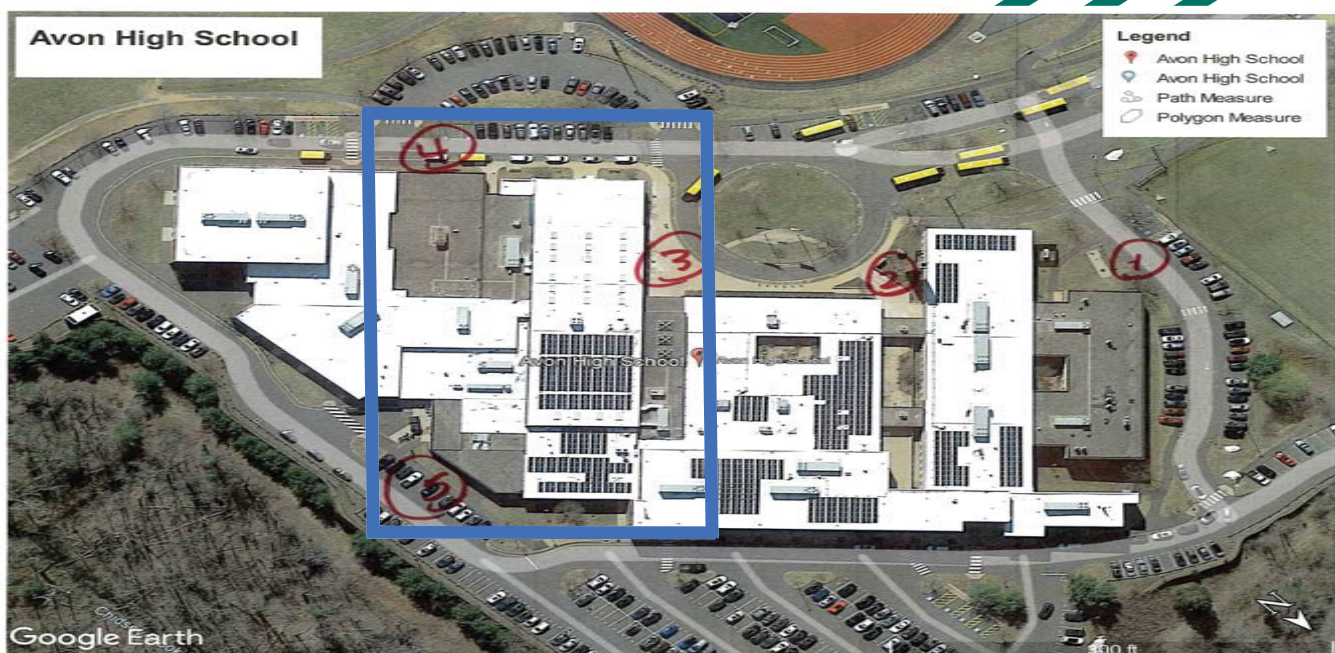
- AHS roofing has been replaced in 2 separate cycles:
 - Replaced in 1998 covering 37,300 sq. ft (scheduled replacement 2018)
 - Replaced in 2008 covering 135,994 sq. ft (scheduled replacement 2028)
- Project is replacement of 1998 roof
- 5 sections to be replaced in multiple phases
 - Phase I - West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

AHS-Partial Roof Replacement (Phase II) cont'd

FY 23-24 Phase I: \$235,000

FY 24-25 Phase II: \$425,000

Total Project cost: \$760,000

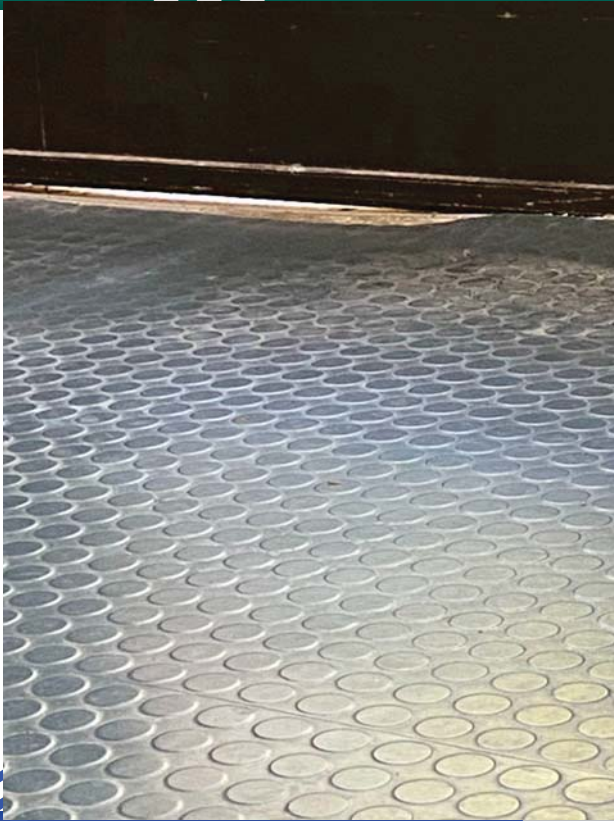


AMS-Door Entrance System

- 2 Large glass door and window enclosures
 - Replace 1 system per year
- Enclosure has shifted do to weather damage
 - Difficult to properly secure doors

Total Cost Phase I: \$80,000





AMS-Upgrade Electrical System

- Current conditions impacts necessary improvements/sustainment, e.g., kitchen dishwasher replacement
- Original Electrical panels outdated and parts no longer available
- Main Switch Gear Panel is outdated
- Multi year project

Total Cost Phase I: \$100,000

DW-Floor Replacement/Asbestos Abatement

- Classrooms and hallways require replacement of existing tiles
- Aged underlying asbestos tiles may need to be replaced and abated

Total Cost : \$45,000

CO-Building Improvements

- Per square foot costs higher than all other BOE buildings.
 - Maintenance (8.5%)
 - Utility (2.5%)
- Example Deficiencies to be corrected
- Multi year project

Single pane windows

Rotted wood siding

Rotted windows and fascia

Aged roof

Aged plumbing

Electric service maxed out

No ventilation 1/2 of building

Aged Bathrooms/non ADA compliant

Total Cost Phase I: \$75,000





DW - Interior Lock Replacement (Phase III)

- 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
- Phase II - AMS ongoing
- Phase III - RBS

Total Cost Phase III: \$40,000

TBS-Courts Replacement Phase I

- Courts last repaired Fall 2021
 - Basketball Court Cost: \$15,900
 - Tennis Court Cost: \$13,560
- Phase Ia- Basketball Court \$100,000
 - Over 1,300 linear feet of cracks
 - Estimated cost of repair \$40,000-\$45,000
 - Major use for recess, gym, and school special events
- Phase Ib-Prep Tennis Court \$20,000

Total Cost Phase I: \$120,000





RBS-PreK/K Playground Replacement

- Playground not updated since before PreK move to RBS
- Equipment outdated
- Requires improvements/upgrade for accreditation

Total Cost: \$215,000



DW-Security Upgrades

Examples:

- Parking lot safety
- Additional lockdown buttons
- Additional alert notifications and strobes
- Additional cameras
- Additional window coatings

Total Cost: \$40,000

TBS-Roof Design Project Management

- Present roof 22 years old.
- Architect cost to evaluate present roof and design replacement
- Architect will oversee project and approve completion

Total Cost: \$25,000

Summary of FY 24-25 Requests

1.	AHS Partial Roof Replacement (Phase II)	\$425,000
2.	AMS Door Entrance System (Phase I)	\$ 80,000
3.	AMS Electrical Upgrades	\$ 100,000
4.	DW Floor Replacement/Asbestos Abatement	\$ 45,000
5.	CO Building Improvements	\$ 75,000
6.	DW Interior lock replacement (Phase III)	\$ 40,000

Summary of FY 24-25 Requests

7. TBS Courts Replacement (Phase I)	\$120,000
8. RBS PreK/K Playground	\$215,000
9. DW Security Upgrades	\$ 40,000
10.TBS Roof Design/Project Management	\$ 25,000
TOTAL	\$1,165,000

Recreation and Parks Capital Improvement Program FY 2024/2025 Requests

NOVEMBER 2023



1

Drivers for FY 23/24 CIP

- Several recreation projects were funded through CIP or ARPA .
- The 2007 Recreation Master Plan-being updated.
- The 2016 Plan of Conservation and Development.

2

The space between the coping and the sidewalks have an expansion joint that relieves the stress caused by movement and keeps water from seeping between the two surfaces.

The sidewalks and decks also need to be caulked; this is preventative maintenance.

\$35,000 Request

FY 2025



Expansion Joints Caulked at Pool

3

Softball Field #3 is the AHS Junior Varsity Field.

The field no longer drains well and requires a lot of maintenance to keep it playable.

It is AHS's JV field and is also used by local leagues for their Junior divisions.

\$163,000 Request

FY 2025



Fisher Meadows Softball Field #3 AHS JV Renovations

4

Currently there is a small temporary batting cage for the softball players to practice hitting.

This request is for a more permanent batting cage.

Now that the outfield fence is relocated on field #4, a batting cage would fit between the 2 softball fields.

\$35,000 Request
FY 2025



Batting Cage for Softball at Fisher Meadows

5

There is interest within the community to have a playscape in Sperry Park. This would serve the families who play ball there, as well as the northeast area of Town.

\$120,000 Request
FY 2026



Playscape in Sperry Park

6

There is interest among the Recreation and Parks Committee to request funds for trail development and maintenance as well as a pavilion at the trail head on Arch Road.

\$33,000 Request

FY 2025



Trail Development and Maintenance & Pavilion

7

We have accomplished several projects at the pools with ARPA funds.

However, the budget did not allow for the replacement of the bathroom fixtures in the bathhouse.

This request would fund the replacement of sinks, toilets, as well as plumbing fixtures in sinks and showers. All are currently original to the building.

\$45,000 Request

FY 2026



Bathroom Fixtures Replacement Sycamore Hills Bathhouse

8

Army Corp of Engineers noted concerns about the adequacy of the spillway in a 1981 study.

The DEEP contacted the Engineering Department about the need to have the dam inspected to determine the accuracy of the Corp's assertion.

\$15,000 Request

FY 2027



Upper Unionville Dam Inspection and Report

9

This project has been part of the CIP for some time. The Avon Little League and the Town are working together to move this project forward.

Avon Little League is going to fundraise for the construction of the field and amenities.

Various Town Departments will contribute to the planning, design, approvals and possibly construction.

\$250,000 Request

FY 2027



Baseball Field in Sperry Park

10

Pickleball is very popular and we often get requests for dedicated pickleball courts.

We have not determined a location, but one will likely be shared during the master plan process.

\$250,000 Estimate

FY 2029



Dedicated Pickleball Courts

Capital Improvement Plan FY 2024/2025

Department of Public Works

1

Fiscal Year & Road Name	Length (Miles)	Actual
2024		
BOE ANNEX	*	\$39,819
SURREY LANE	0.32	\$44,504
SAXON WOODS	0.18	\$58,665
WOODFORD HILLS	0.86	\$232,492
JUNIPER DRIVE	0.81	\$34,612
WAGON HILL LANE	0.11	\$19,005
YORKSHIRE LANE	0.1	\$25,602
BURNHAM ROAD	1.36	\$268,106
TOTAL:	2.38	\$722,806
2023		
PGS PARKING LOT	*	\$282,069
FC4 FRONT ENTRANCE	*	\$9,614
THOMPSON ROAD	1.08	\$193,039
OLD WOOD	0.32	\$69,429
FOX DEN	0.6	\$130,612
SAW MILL LANE	0.21	\$36,754
SLEEPY HOLLOW ROAD	0.08	\$16,416
TIMOTHY WAY	0.11	\$29,647
TOTAL:	2.4	\$767,579
2022		
PINE HILL ROAD	0.53	\$91,794
NORTHGATE	0.68	\$131,050
OLD MILL ROAD	0.71	\$221,908
HIGH GATE DRIVE	0.34	\$85,916
WYNGATE DRIVE	0.23	\$89,132
ARIEL WAY	0.21	\$58,723
BROOKMOOR ROAD	0.68	\$175,005
VERMILLION DRIVE	0.91	\$250,284
HILLSBORO	0.09	\$23,763
TOTAL:	4.38	\$1,127,574

PAVEMENT MANAGEMENT PROGRAM

2 YEAR LOOK BACK



2

Pavement Management Program

FISCAL YEAR 24/25 MILL & OVERLAY *

Ardley Way	\$15,755
Avonridge	\$115,464
Billingsgate	\$12,650
Coachmans Run	\$25,368
Cold Spring Road	\$340,831
Orchard Street	\$164,600
Candlewood Lane	\$100,288
Foothills Drive	\$45,821
Zachary Drive	\$110,874
Bruce Lane	\$57,270
Manitook Mountain Road	\$26,441
NOD Road	\$393,043
Fall Brook	\$26,077
Chevas Road	\$138,789
Hastings Turn	\$80,770
Thornwood Lane	\$59,521
Misc. Preventative Maintenance	\$162,162

TOTAL ROAD IMPROVEMENTS

\$1,875,724



* Information from *Paving Management Report, Draft*, dated October 29, 2021, provided by Beta Group.

3

Pavement Management Program



Foothills Drive \$45,821



Nod Road \$393,043

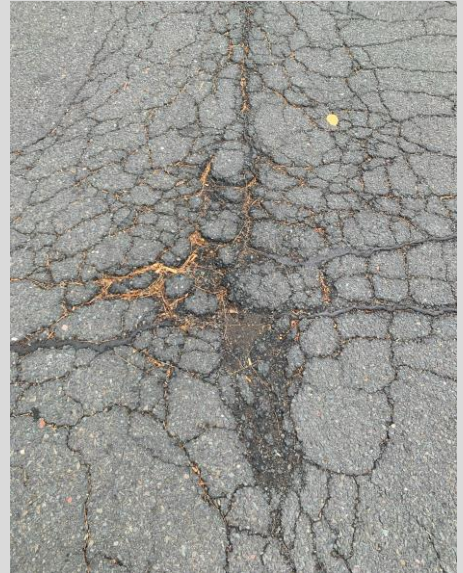


4

Pavement Management Program



Cold Spring Road \$340,831



Candlewood Lane \$100,288

5

Pavement Management Program



**Orchard Street
\$164,600**



Chevas Road \$138,789



6

Pavement Management Program



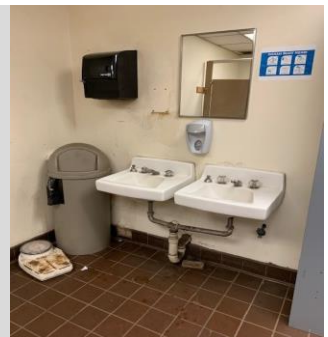
Avon Ridge \$115,464



7

Public Works Building Upgrades

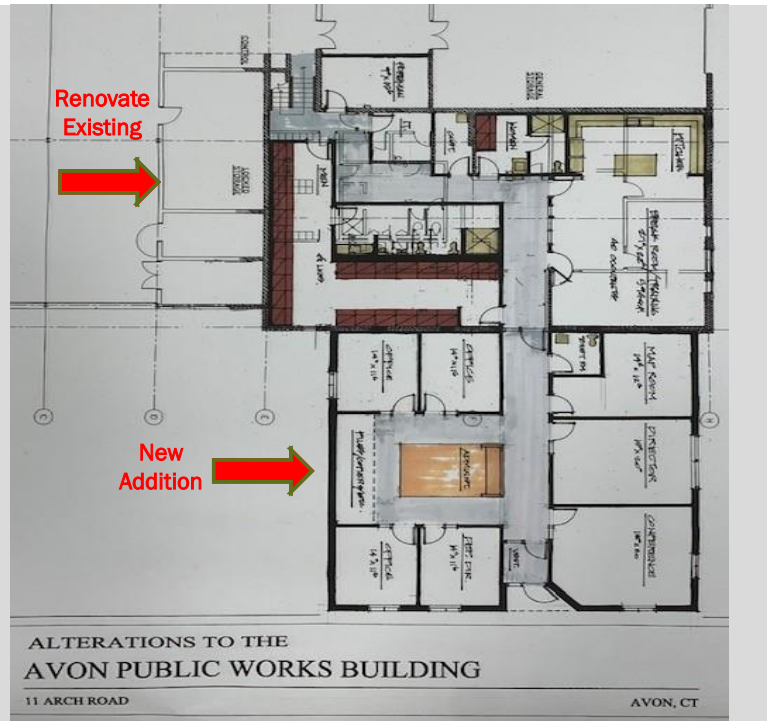
- ▶ Facility constructed in mid 70's
- ▶ Space needs to be expanded to accommodate current needs of Department



8

Public Works Building Upgrades

Conceptual Drawing



9

Security Camera Upgrades, Phase 1 of 2



- Police Facilities
- Town Hall Buildings
- Public Works Facilities

10

Refurbish Metal Roof Building 8

- Ice guards detaching from roof
- Signs of roof sagging
- Surface coating is worn and peeling



11

Town Buildings- Roof History

Building Name	Location	Purpose	Age of Roof	Completion Date	Type of Roof	Sq. Ft.	Rating
Animal Control Facility	11 Arch Road	Animal Holding Area	Unknown	Unknown	Shingles		Good
Avon Free Public Library	281 Country Club Road	Library	11 years	2011	Shingles/PVC		Good
Avon Fire Company 1	25 Darling Drive	Fire Station	16 years	2006	PVC	6550	Good
Avon Fire Company 2	Secert Lake Road	Fire Station	21 years	2001	Shingles		Good
Avon Fire Company 3	West Avon Road	Fire Station	1 Year	2021	Shingles		Good
Avon Fire Company 4	Huckleberry Hill Road	Fire Station	0 Years	2022	Shingles		Good
Avon Senior Center	635 West Avon Road	Senior use & Community functions	14 years	2008	Shingles	12,500	Good
Avon Town Offices Building 1	60 West Main Street	Town Offices	69 years*	1967	Metal		Poor
Avon Town Offices Building 2	60 West Main Street	Town Offices	0 years	2022	Metal		Poor
Avon Town Offices Building 3	60 West Main Street	Police Department	27 years	1995	Metal		Good
Avon Town Offices Building 4	60 West Main Street	Police Department	27 years	1995	Metal		Good
Avon Town Offices Building 5	60 West Main Street	Town Offices	69 years*	1967	Metal		Good
Avon Town Offices Building 6	60 West Main Street	Town Offices	69 years*	1967	Metal		Good
Avon Town Offices Building 7	60 West Main Street	Town Offices	69 years*	1967	Metal		Good
Avon Town Building 8	60 West Main Street	Police Gym	69 years*	1967	Metal		Poor
Avon Town Building 9	60 West Main Street	Police Storage	3 Years	2019	Metal		Good
Avon Transfer Station	281 Huckleberry Hill Road	Transfer Facility Administration Office	10 years	2012	EPDM	600	Poor
Avon Transfer Station	281 Huckleberry Hill Road	Garage	0	2022	Metal		Good
Countryside Park	335 Huckleberry Hill Road	Muiltty recreational programs	27 years	1995	Shingles	1800	Good
Countryside Park	335 Huckleberry Hill Road	Covered Bridge	1	2021	shingles		Good
Public Works Facility	11 Arch Road	Administration of Public Works functions	14 years	2008	PVC	16,885	Good
Public Works Annex	11 Arch Road	Ambulance bay/ Storage Area	37 years	1985	EPDM	4,800	Good
Sycamore Hills Recreation Facility	635 West Avon Road	Recreation Facility with 2 swimming pools	22 years	2000	Shingles		Good

* Based on verbal information provided by the former Town Clerk

12

Sidewalk Improvement Plan Various Locations



Public Works Historical Fleet Funding

	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25
Requested	\$550,000	\$790,000	\$740,000	\$560,000	\$595,000	\$200,000
Approved	\$95,000	\$210,000	\$210,000	\$361,000	\$595,000	
Unfunded	\$455,000	\$580,000	\$530,000	\$199,000	\$0	

5 Year Plan - *Fleet Requests*

	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29
DPW: Highway		#1AV \$90K		#6AV \$270K	
DPW: Highway		#76AV \$90K			
DPW: Highway- Excavator		TB285 \$175K			
DPW: Highway (Heavy Duty)			#7AV \$270K		
DPW: M&E	99AV- Service Utility \$150K				
DPW: Bldgs. & Grounds	#15AV \$50K		#14AV \$75K		
DPW: Bldgs. & Grounds			#89AV \$85K		
BOE		#47AV \$90K			
Police	2 Patrol Units \$162K Total	2 Patrol Units \$165K Total	2 Patrol Units \$168K Total	2 Patrol Units \$170K Total	2 Patrol Units \$173K Total

15

FY 24/25 Vehicle Replacement Request

3/4-Ton Pickup Truck- 15AV



16

FY 24/25 Vehicle Replacement Request

Service Utility Truck- 99AV



17

Public Works Five Year Plan

	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	TOTAL
Highway Division	\$0	\$355,000	\$270,000	\$270,000	\$0	\$895,000
Machinery & Equipment Division	\$150,000	\$0	\$0	\$0	\$0	\$150,000
Buildings & Grounds Division	\$50,000	\$0	\$160,000	\$0	\$0	\$210,000
Board of Education	\$0	\$90,000	\$0	\$0	\$0	\$90,000
Police Patrol Unit	\$162,000	\$165,000	\$168,000	\$170,000	\$173,000	\$838,000
Pavement Management Program	\$1,835,510	\$1,875,724	\$1,875,724	\$1,875,724	\$1,875,724	\$9,338,406
Sidewalk Improvement Plan	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
Facility Improvements	\$580,000	\$810,400	\$280,000	\$0	\$0	\$1,670,400
TOTAL	\$2,802,510	\$3,321,124	\$2,778,724	\$2,340,724	\$2,073,724	\$13,316,806

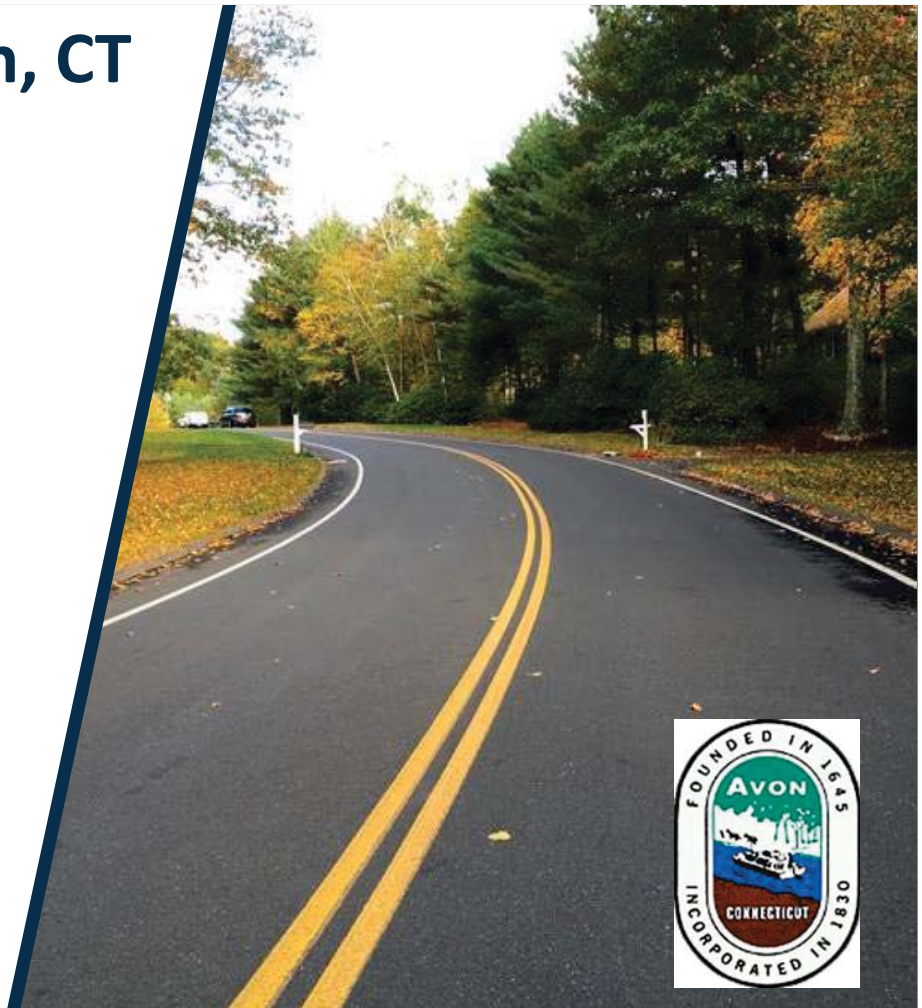
18

Town of Avon, CT

Pavement Management Program

Status Summary

November 2, 2023



Benefits of Pavement Management



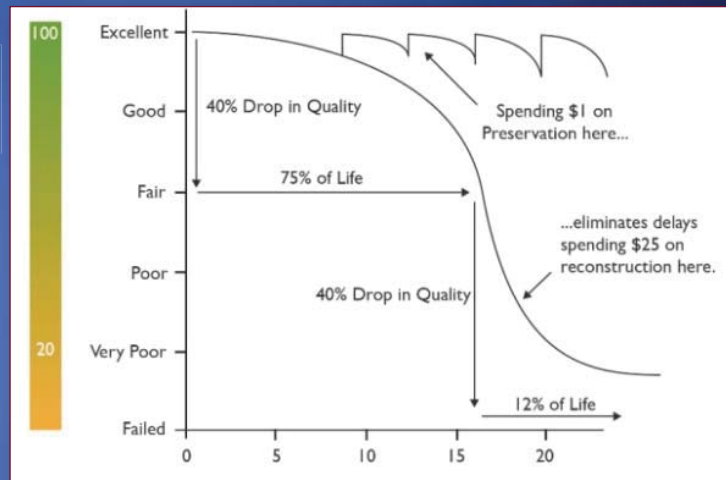
- Protects a community's investment by maximizing the life span of the roadway network
- Provides the ability to plan-ahead and predict budgetary needs (minimize costs while maximizing value)
- Apply the appropriate treatment at the correct location and time
- *Provides foundation for decision making*

Proactive vs. Reactive



Program Goals & Objectives

- ✓ Conduct Pavement Condition Assessment
- ✓ Understand Roadway Conditions & Needs
- ✓ Evaluate Repair Strategies & Benefits
- ✓ Establish Estimated Backlog of Improvements
- ✓ *Develop Prioritized Plan*



CIP Tool

Five-Step Project Approach

1. System Configuration & GIS Mapping

2. Roadway Assessment Program (2021)

3. Data Analysis & Forecasting

4. Capital Planning & Prioritization

5. System Maintenance & Tracking

System Configuration & Mapping

GIS Centric Approach



Roadway Assessment Program (2021)

Automated Data Capture & Processing

Uses Machine-Learning Technology to extract information every 10'

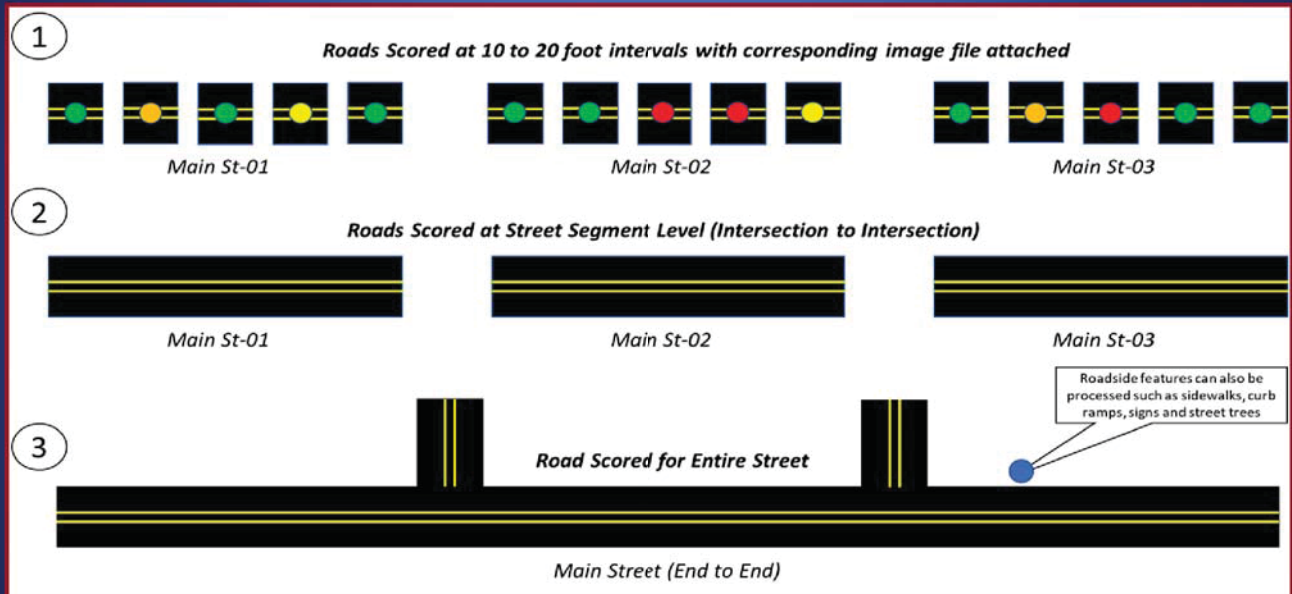
- Non-biased/Consistent/Repeatable
- Extremely cost effective
- High Resolution photographs

Calculate RSR
Road Surface Rating
(0-100 Scale)



Roadway Assessment Program

Automated Data Capture & Processing



Automated Data Analysis: Overall > Segment > Point



System Configuration & Mapping

Roadway Profile

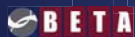
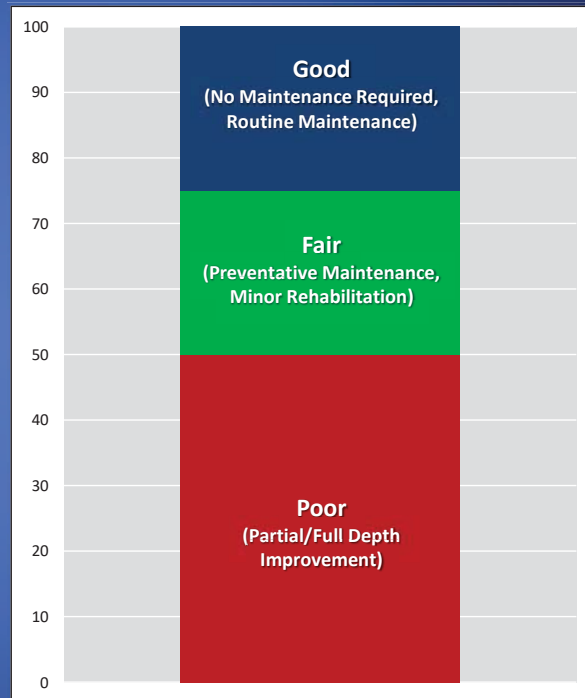
Roadway Type	Miles
Town Accepted	112.15
Private	13.81
State	15.92
Unaccepted	0.14
Total	142.02

Paved
Roadways
Inspected
By BETA



Repair Bands & Conditions

- No Maintenance Required
- Routine Maintenance
 - Crack Sealing
 - Fog Seal
- Preventative Maintenance
 - Chip Seal
 - Microsurface
 - Shim & Overlay
- Minor Rehabilitation
 - Mill and Overlay (1.5-2")
 - Shim and Overlay
- Partial Depth Improvement
 - 3+” Mill & Overlay
 - Cold In-Place Recycling (CIR)
- Full Depth Improvement
 - Reclamation
 - Reconstruction



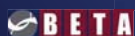
Existing Conditions Analysis

Roadway Repair Backlog Summary (Accepted)

<i>Repair Method</i>	<i>RSR Range</i>	<i>Average Unit Cost (\$/SY)</i>	<i>Length (Miles)</i>	<i>Square Yards</i>	<i>Percent Repair</i>	<i>Estimated Cost</i>
Full Depth Improvement	0-45	\$40.00	12.85	196,620.55	12.04%	\$7,864,822.04
Partial Depth Improvement	45-55	\$18.00	14.16	209,018.40	13.73%	\$3,762,331.20
Minor Rehabilitation	55-65	\$14.00	19.44	284,725.79	15.21%	\$3,986,161.06
Preventative Maintenance	65-80	\$8.00	19.25	287,484.77	21.75%	\$2,299,878.18
Routine Maintenance	80-94	\$0.60	26.12	372,238.60	17.72%	\$233,343.16
Defer Maintenance	94-100	\$0.00	20.33	297,913.20	19.56%	\$0.00
Total			112.15	1,648,001.31	100%	*\$18,136,535.64

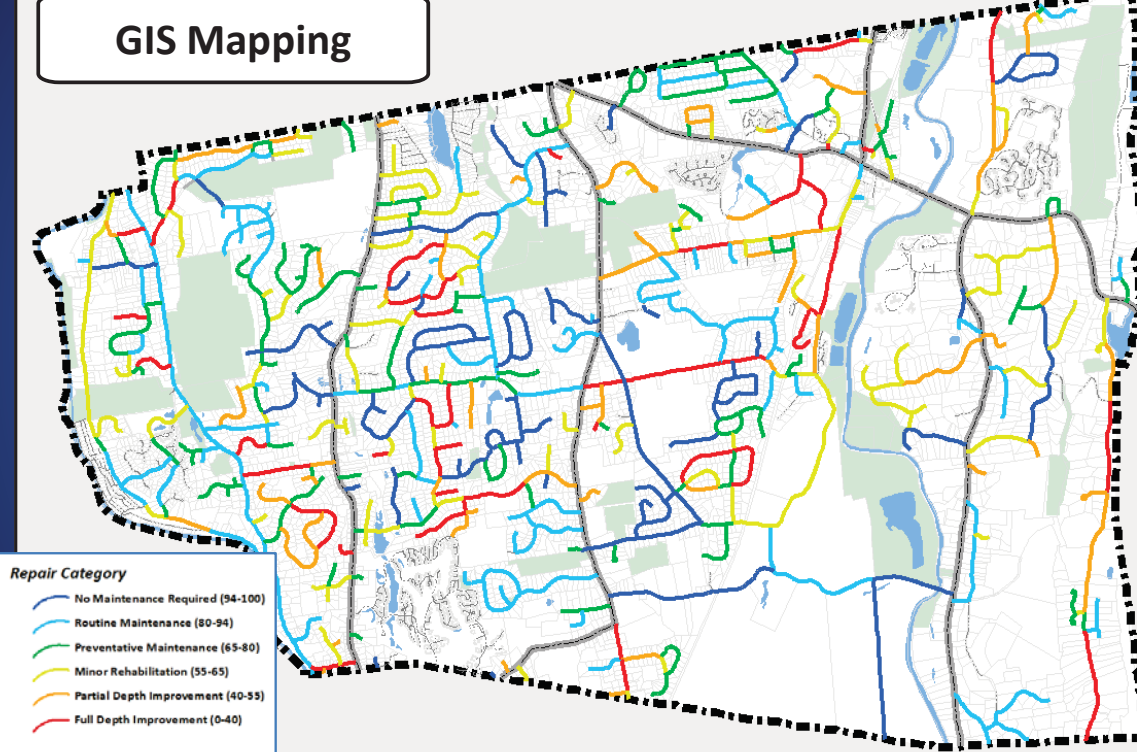
Network Rating = 71

*Based on curb-to-curb improvements only, does not include sidewalk, curb ramp or utility improvements. Estimated costs as shown are for planning purposes only and do not reflect fluctuations in liquid asphalt or other pavement mix components



Existing Conditions Analysis

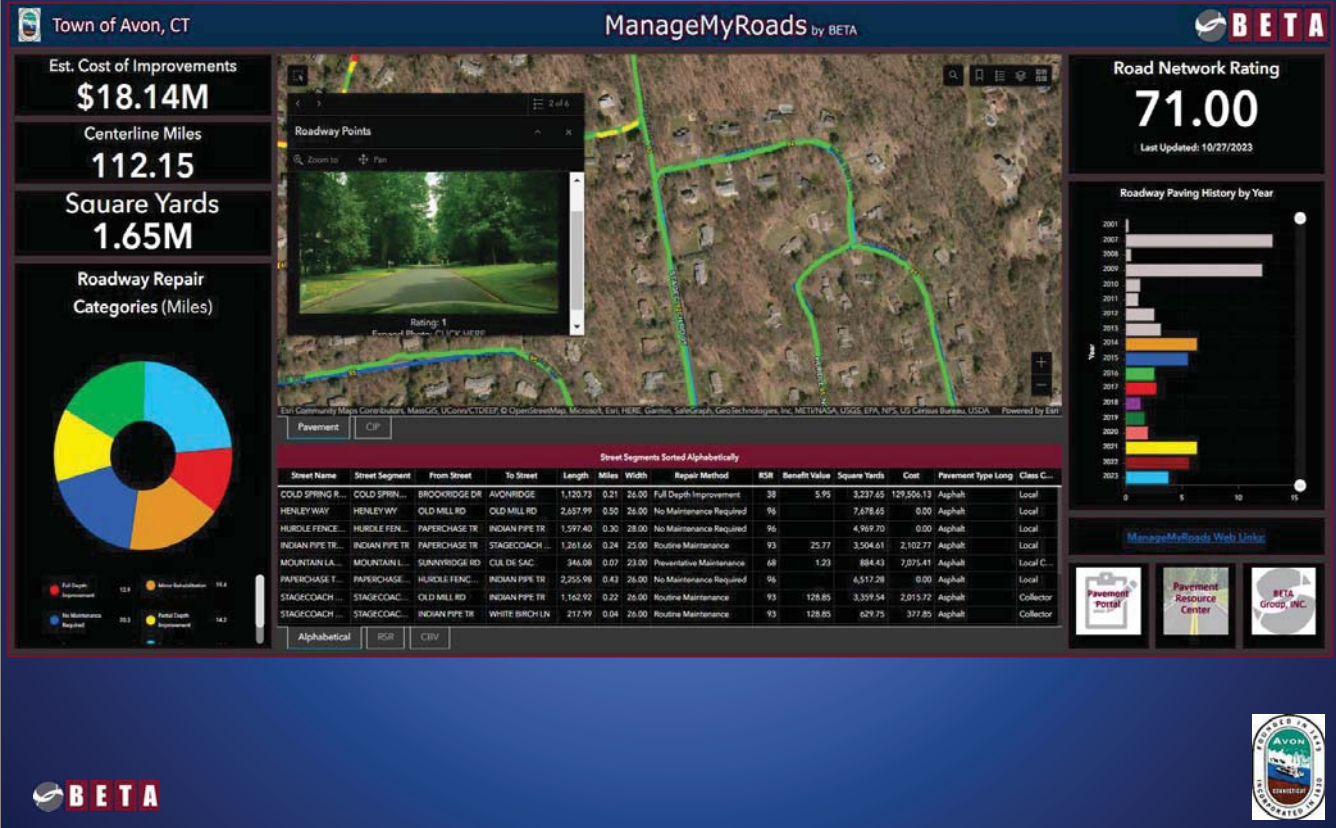
GIS Mapping



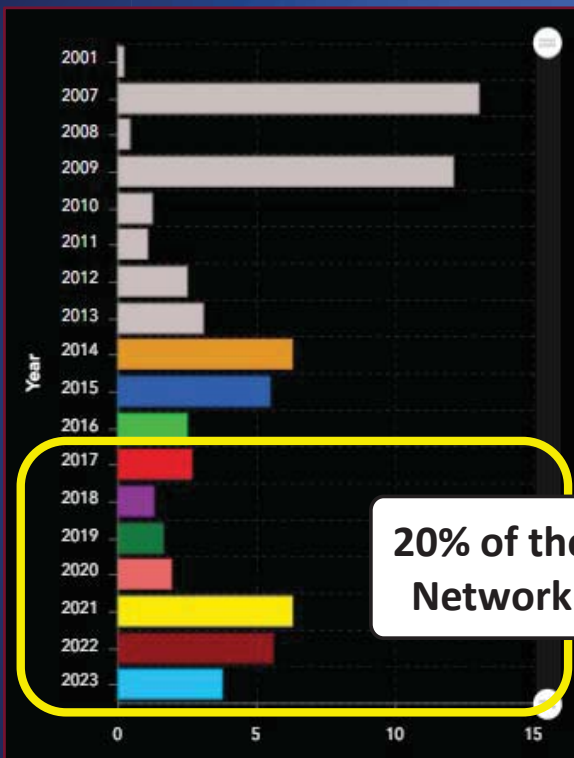
ManageMyRoads Platform



ManageMyRoads Platform



Tracking Roadway Improvements



Since 2017	Approx. Miles*
2023	3.72
2022	5.60
2021	6.25
2020	1.91
2019	1.59
2018	1.25
2017	1.86
Total	22.18

*Does not include crack sealing

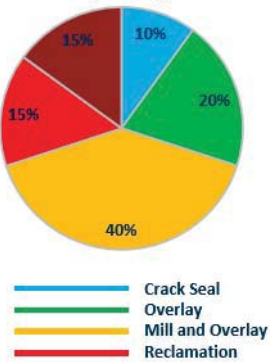
Data Analysis & Forecasting

Roadway Forecast Model Avon, CT

DRAFT

ManageMyRoads by BETA

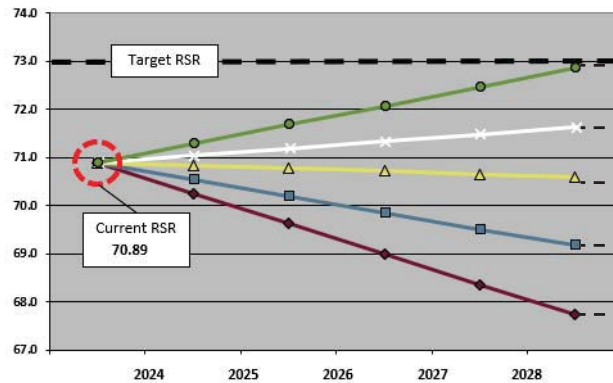
Funding Distribution by
Repair Type



Analysis Type: Balanced Approach

Road Miles: 112.15

Target RSR: 73.00



Estimated
Amount
Per Year*

\$1.7M

\$1.4M

\$1.15M

\$800K

\$450K

Funding Scenarios

Scenario 1	\$450,000
Scenario 2	\$800,000
Scenario 3	\$1,150,000
Scenario 4	\$1,400,000
Scenario 5	\$1,700,000

*Please Note: Unit pricing accounts for curb-to-curb improvements only; does not include any drainage, sidewalk, ADA, gravel sub-base or utility improvements.



Capital Planning & Prioritization

Data Analysis Factors



Roadway Condition (Good, Fair, Poor)

Roadway Functional Classification

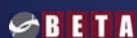
Cost Benefit Value (CBV)

Repair Costs

Life Improvement

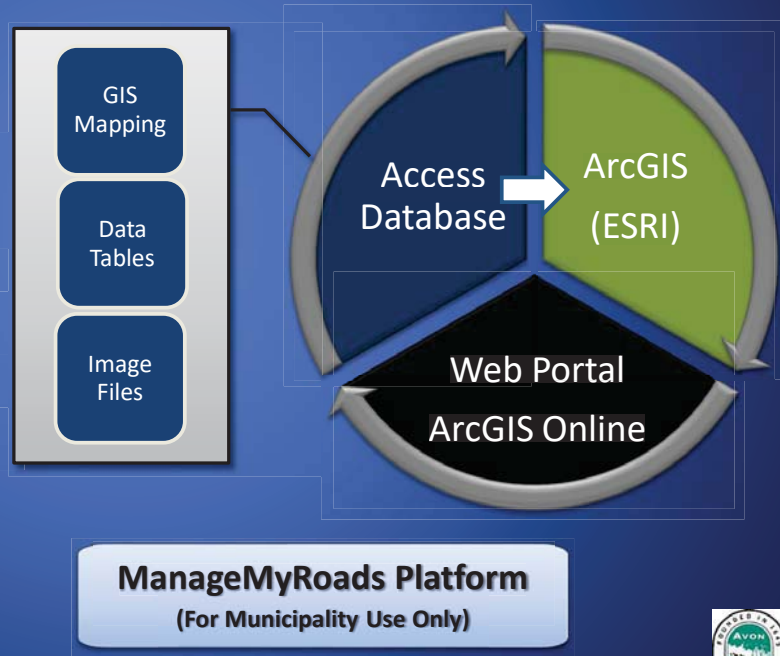
Sub-Surface Utilities (Gas, Water, Sewer)

Sidewalks & Curb Ramps



System Maintenance

- Update data as improvements are completed
- Monitor and update actual costs
- Re-assess roadways every 3 years (2024)
- **System Support**



Concluding Remarks

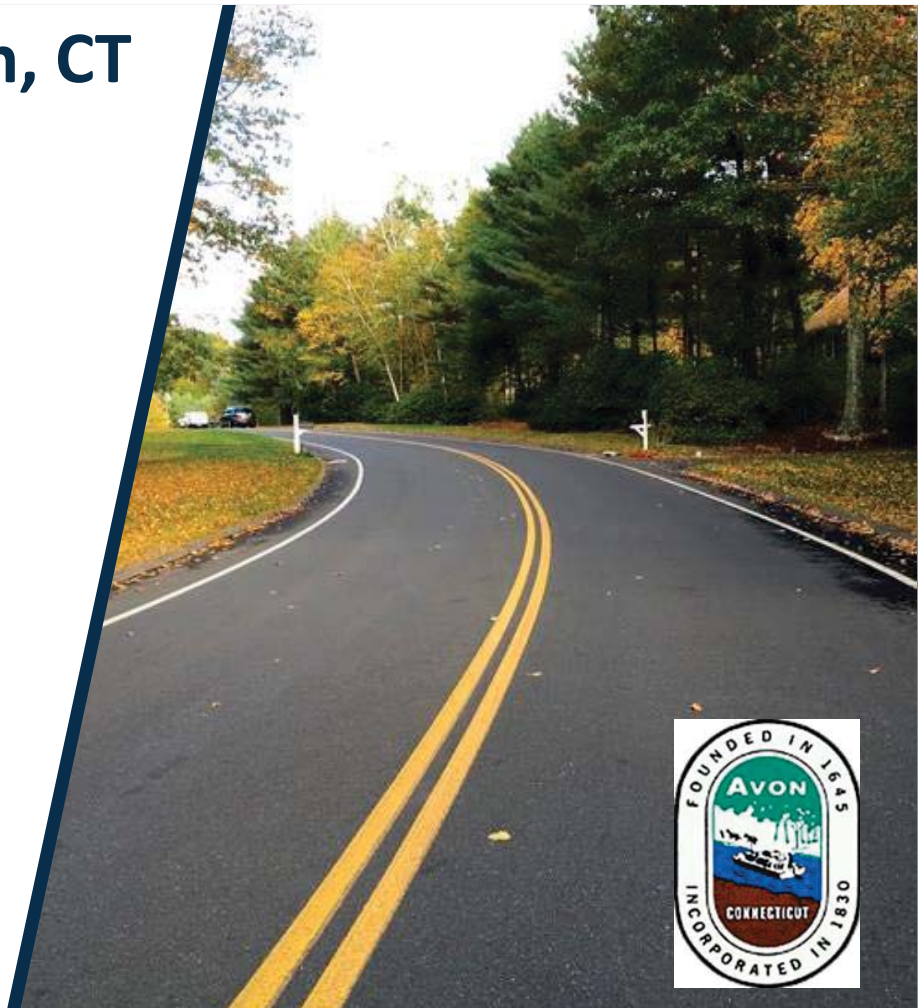
1. **Comprehensive Inventory** has been created for Town Accepted roads, their condition, & the most effective way to prioritize maintenance and repairs.
2. **Designed** to better manage limited dollars allocated to road work in Town
3. **Capable** of assessing the different types of repair strategies necessary to maximize the lifecycle of the roads

Town of Avon, CT

Pavement Management Program

Thank you

November 2, 2023



Final Fiscal Year Transactions

FY 2022/2023

Town Council Meeting
November 2, 2023

1

Tab A

Financial Results, Transfers, & Encumbrances

General Fund Budget to Actual Results

- Revenues: Favorable Variance of \$3,148,288 (3.14%)
 - Intergovernmental: \$1,649,079
 - Investment Income: \$1,718,845
- Expenditures: Favorable Variance of \$408,178 (0.41%)
 - Public Works Overtime Savings: \$ 142,000
 - Unanticipated Employee Turnover: \$ 133,000

Overall positive budgetary operating results of \$3,556,466

2

Tab C

Supplemental Appropriations – Other Funds

1. Police Special Services Fund:	\$ 40,766
2. State & Federal Education Grants Fund:	\$737,935
3. School Cafeteria Fund:	\$257,042
4. Use of School Facilities Fund:	\$ 40,199
5. Technology Protection Plan Fund:	\$ 20,229
6. Capital Projects Fund:	\$ 27,483

3

Tab D

Fund Balance Transfers & Assignments

Proposed Assignments:

1. Retiree Health (OPEB) Contributions:	\$ 150,000
2. Pension Contributions:	\$ 200,000
3. Capital Asset Replacement:	\$ 32,066
4. Board of Education Savings:	\$ 100,588
5. Capital Reserve:	\$ 500,000
6. Road Improvements:	\$1,600,000

Reminder:

- Assignments are a classification of Fund Balance.
- Positive operating results being set aside for designated use.
- Require future appropriation prior to being spent.

4

Tab D (Continued)

Fund Balance Transfers & Assignments

Proposed Transfers:

7. General Fund to Medical Claims Fund: \$900,000
 - Cover Negative Operating Results
 - Align Balance with Recommendations
8. General Fund to Compensated Absences Fund: \$150,000
 - Cover Operating Deficit
 - Add to Balance for Future Payments
9. Capital Projects Fund to General Fund: \$ 1,294
 - Replenish General Fund for Unused Funds

Reminder:

- Transfers are recorded as of 6/30/2023.
- Operating results being moved from one fund to another.

5

Conclusion

- Positive FY 22/23 Operating Results of \$3,556,466
- Proposed Assignments & Transfers:
 - Pension & OPEB
 - Capital Asset Replacement
 - BOE Savings
 - Capital Reserve
 - Road Improvements
 - Medical Claims Internal Service Fund
 - Compensated Absences Debt Service Fund
 - Capital Projects Fund (to the General Fund)
- Unassigned Fund Balance increased by \$1,113,239 to 14.56% of Expenditures & Transfers Out

6