

**AVON TOWN COUNCIL  
MEETING MINUTES  
July 26, 2018**

**I. CALL TO ORDER**

The meeting was called to order at 7:30 p.m. at the Avon Town Hall, in the Selectmen's Chamber by Chairperson Maguire. Members present: Mrs. Maguire, Messrs: Bernetich, Stokesbury, Pena, and Speich.

**II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Chairperson Maguire.

**III. PUBLIC HEARING:**

**17/18-78**      Conveyance of a Restrictive Covenant for State Listed Plant Protection and Habitat Conservation on Certain Parcels of Land within Fisher Meadows

The Public Hearing was called to order at 7:30 p.m. by Chairperson Maguire. She waived the reading of the following legal notice:

"TOWN OF AVON  
LEGAL NOTICE

NOTICE OF A PUBLIC HEARING

Notice is hereby given that the Town Council of the Town of Avon, Connecticut will hold a Public Hearing on Thursday, July 26, 2018 at 7:30 p.m. in the Selectman's Chamber, 60 West Main Street, Avon, Connecticut for the following purposes:

To convey a Restrictive Covenant for State Listed Plant Protection and Habitat Conservation on land designated as "TOWN OF AVON LAND USE RESTRICTION FOR STATE LISTED PLANT PROTECTION PARCEL NO. 1 AREA = 1.024+/- ha (2.53+/-ACRES)" and "TOWN OF AVON LAND USE RESTRICTION FOR STATE LISTED PLANT PROTECTION PARCEL NO. 2 AREA = 2.627+/- ha (6.49 +/- ACRES)" as shown on maps entitled "RIGHT OF WAY SURVEY, TOWN OF AVON, MAP SHOWING LAND USE RESTRICTION ESTABLISHED BY TOWN OF AVON SCALE 1:500 DATE: MAY 2018" Prepared by The State of Connecticut Department of Transportation, Mark D. Rolfe, P.E. Chief Engineer, bureau of Engineering and Construction, on file in the Office of the Avon Town Clerk.

Copy of said map is on file in the Town Clerk's Office and open to the public for inspection during normal business hours.

Dated at Avon, Connecticut this 7th day of June, 2018.

Brandon L. Robertson  
Town Manager"

Chairperson Maguire noted that as discussed at their June 7<sup>th</sup> meeting we had to hold this public hearing because of the ongoing Old Farms Road Bridge Project and DOT said the next part of the plan of getting this to come to fruition we need to have a restrictive covenant to protect the State listed endangered plant species; there are trails there that will be enhanced before this area becomes restrictive; it is an area we would not be doing any building or constructing based on its

proximity to the Farmington River. The Town Manager highlighted that the areas are well within the flood zone so we could not build anything there. He added that at the last meeting we talked about going in and clearing all of the existing trails and we appropriated \$15,000 to get that done because once the restrictive covenants are applied it freezes that in time so in the future we can only maintain it to whatever level it was when the covenants were applied; the reason we are doing this is because we have the Old Farms Road Bridge Project that is coming up and the State is on target to begin construction in the spring of 2019 and the State requires these easements so that the environmental permit through the Department of Energy and Environmental Protection can be issued.

Mr. Stokesbury questioned if there is a reason that the northerly section does not come down and abut the bridge area. The Town Manager responded that there is a space there and could not give a great rationale right now. Mr. Stokesbury noted that the location is designed by the State and presented to us. The Town Manager responded that we used their meets and bounds to plug into our geographic information system and how we got the lines to compose on the area. Mr. Stokesbury inquired if there will be any functional change in our ability to use those areas as we use them now for passing, recreation, walkways. The Town Manager responded no. Mr. Speich inquired about the canoe launch area to be there. The Town Manager responded that it is carved out on the map.

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

**RESOLVED:** That the Town Council close the public hearing.

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

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

**RESOLVED:** That the Town Council approve the conveyance of a Restrictive Covenant for State Listed Plant Protection and Habitat Conservation on land designated as “TOWN OF AVON LAND USE RESTRICTION FOR STATE LISTED PLANT PROTECTION PARCEL NO. 1 AREA = 1.024+/- ha (2.53+/-ACRES)” and “TOWN OF AVON LAND USE RESTRICTION FOR STATE LISTED PLANT PROTECTION PARCEL NO. 2 AREA = 2.627+/- ha (6.49 +/- ACRES)” as shown on maps entitled “RIGHT OF WAY SURVEY, TOWN OF AVON, MAP SHOWING LAND USE RESTRICTION ESTABLISHED BY TOWN OF AVON SCALE 1:500 DATE: MAY 2018” Prepared by The State of Connecticut Department of Transportation, Mark D. Rolfe, P.E. Chief Engineer, bureau of Engineering and Construction, on file in the Office of the Avon Town Clerk.

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

**IV. MINUTES OF PRECEDING MEETING:** None

**V. COMMUNICATION FROM AUDIENCE:** None

**VI. COMMUNICATION FROM COUNCIL**

Mr. Speich commented that he was impressed by the new Town’s web site, whoever worked on it did an excellent job; very easy to use, very easy to find things. Chairperson Maguire concurred. The Town Manager noted that Glenn Grube, Library Director, Grace Tiezzi, Assistant to the Town Manager, Jennifer Worsman from the Town Manager’s Office, Laurie

Rotondo from Public Works, and Sharon Henry from Recreation and Parks worked on it and he will pass along the message.

Mr. Stokesbury reported that in the news today in Hartford, for Charter reasons a Councilwoman was forced to resign but the good news for her is that she will be drawing a city pension; city councilors in Hartford are considered part-time city employees and have full-time staff. He also reported that in New Haven they are in the process of \$160 million refunding, what we would call re-financing of long-term debt, and is set to go out very shortly to the market and the bond agencies downgraded New Haven to BBB+. He noted that what concerns him is that they are kicking the can down the road again, they are achieving a \$31 million savings in year one but extending the debt after a cushion period up until 2025 and after that it drops off and won't be able to afford it again; the report said that deterioration of the rainy day fund to negative 0.5% of operating expenditures. He asked how do you do that? The Town Manager responded that he has never encountered that in practice but you would have Interfund borrowing, for example, if we were having a problem with our Unassigned General Fund Balance perhaps you could do a temporary transfer in from the Recreation Activities Fund or Sewer Service Fund but that money would have to be returned because it is legally restricted to the sending fund hence the negative in the financial statements. Mr. Stokesbury thanked Dennis Dix for keeping Avon on track and our staff for doing a good job so we don't look like that.

Mr. Pena commended the work done with the Town web site; he shared it with others and heard positive feedback, very easy to use, very happy with the results. He noted the nine buttons listed on the home page, very easy to find. He thanked Mr. Grube and the crew that were involved in it because it came out very good.

Chairperson Maguire reported that since the last time we met we had some exciting things happen: we now own thirty-eight acres on West Avon Road of undeveloped land and it was a huge effort on the part of Town staff and the attorneys, especially Harry DerAsadourian, Town Assessor, who did a stellar job and saw it through; and the Town will really benefit from having this land, it is in good hands. The Town Manager noted that the closing was held on Wednesday last week, there were no issues, the seller was very happy and felt very good about it; sometimes with these closings you can have last minute gremlins that jump up but we did not encounter any of that; now we are in the process of trying to find a farmer to go in and hay the property for the season.

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

**RESOLVED:** That the Town Council move up agenda items 18/19-03 Avon Free Public Library: Strategic Plan and 18/19-04 Planning for AVFD 75<sup>th</sup> Anniversary Celebration and Approval of Fireworks.

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

## **VII. OLD BUSINESS**

### **13/14-48 Synthetic Turf Field Project: Avon High School**

Chairperson Maguire reported that tonight we are going to talk about a timeline for the Turf Field Project and Public Safety Radio System Project for a referendum on December 12, 2018.

She noted that at their special meeting two weeks ago we discussed a contingency for a different infill, a slightly more expensive fill and having another number to look at and put into our planning as we went to referendum; and getting an impartial third party to give us an analysis on what is the best type of infill to use that is highly recommended and safe. The Town Manager commented that he had a conversation with BSC Group and asked for a contingency amount which is \$330,000 and would bring the total project costs with soft costs to about \$2.8 million. He added that we have spent a lot of time on third party item; Fuss & O'Neill would be able to provide us that independent review but based on the conversation with them the toolbox they said we really needed was a toxicologist, somebody with a heavy public and environmental health and environmental risk assessment background and they found a firm out of Cambridge, MA and mentioned them to our Town Attorney who was very familiar with them; the firm is called Gradient and the person is Julie LeMay, one of their Senior Scientist. He noted that she co-authored a paper with other staff from Gradient; it is a Human Health Risk Assessment called "Comprehensive Multi Pathway Risk Assessment of Chemicals Associated with Recycled Crumb Rubber and Synthetic Turf Fields." He read it, it made sense to him. He asked Jennifer Kertanis, Executive Director for the Farmington Valley Health District, to look at it and also talked with a colleague about it and they agreed that it is a peer reviewed study and is up-to-date because it incorporates the results of a recent study that was done in Norway so it reflects the most recent research in the field. He noted that whenever you look at these peer reviewed studies they always include disclosures in the end notes that tell you what the funding source is for the study; in this case the funding source for the initial data collection and screening was from Verdant Health Commission which is a public health commission; one of the co-authors of the study was an independent scientific advisor for the industry for a period of time and Julie LeMay who would be our primary contact on this did testify for the Connecticut legislature in February 2015 on a bill that would have banned crumb rubber from playgrounds; Gradient was paid for her time by the crumb rubber trade group to go and testify. He noted that this is something that he thinks needs to be on the record; Ms. LeMay was very up front in talking with him about that; in talking with the Town Attorney and the Farmington Valley Health District Executive Director the science is the science and it is a peer reviewed study that has been cited and is perfectly legitimate but that is in the background. He noted that the concern that he has is that this does seem to be one of the primary studies that is out there; he does not know if you are going to find somebody who doesn't have something along those line; these large firms that have the bandwidth to do these studies, they take funding once the study is complete from all different types of entities, in particular this organization has done work for school districts, health districts as well as the manufacturers. He has done research on the school districts that they have done work for and one of them was in the state of Washington. He thinks that after he talked through the scope with Ms. LeMay she is perfectly capable of doing it; she can be entirely objective but in the interest of full disclosure she noted that is the work they have done; the price is right, pretty much exactly where we thought it would be and there is where we are.

Mr. Stokesbury questioned what the intended scope would be, present us with a written report and see Ms. LeMay for a presentation. The Town Manager responded that we have flexibility; the way we set up the budget was a not to exceed and the scope included an up-to-date review of the peer reviewed scientific literature on the topic, a review of what the Committee and BSC Group have recommended in terms of the crumb rubber material and would include an in-depth review of the Material Safety Data sheet that goes along that and shows the chemical composition, also two other deliverables – one would be a brief write-up and letter of opinion on

their stationery to the Town giving their professional recommendation and analysis of the work effort that has been to date based on the science and attendance for at least one meeting, potentially a two-board Council and Board of Education meeting or maybe a public meeting as it goes through the referendum process to discuss and present. Mr. Stokesbury commented that he read the report and it is very technical and really only deals with crumb rubber and not any true update about the coated crumb rubber; they speak to it as likely to be even better; more importantly they site a series of Connecticut reports which gives him the impression that the Connecticut work that dates back to 2010 is still rather significant. He asked what we are doing to reach out to that group. He also commented that they spend a lot of time talking about the background in that playing on dirt brings its own contact issues, that there are chemicals everywhere, it is all about the dose, and anything can be toxic at the right dose. He thinks we need to move forward. The Town Manager responded that whenever you do online searches you find that Connecticut along with California and Washington state have been pretty far out ahead in terms of their scientific work on this. He noted that Ms. Kertanis has been in touch with epidemiologists at the State Department of Public Health and the studies are still good and has discussed where Avon is with the process and he thinks we are as up to speed on the science that the State has as we can be. He noted that there is a significant inter-agency federal study that has been underway for a couple of years now that includes Center for Disease Control and a national center that deals specifically with toxicology and the results of that report are supposed to be out by the end of this summer.

Mr. Pena reported that he read the study as well. The Town Manager responded that he had sent out the study and there was a presentation that one of the co-authors of the study gave to a community in Washington state about the same issue and he also sent out a Q&A that he found on the Board of Education's site for the city of Bellevue, Washington and they had done a very significant effort in reviewing the crumb rubber and the Q&A explains the process they went through and why they ultimately chose coated crumb rubber. He noted that he did chat with Simsbury who has coated crumb rubber and Farmington has the raw, uncoated crumb rubber in their fields. Mr. Stokesbury commented that we should be able to learn from this Bellevue presentation as we go forward with the Board of Education and how to further explain things to the public; it is a good presentation. Mr. Pena agreed with having Ms. LeMay make a brief presentation at a public meeting as it would go a long way. Chairperson Maguire asked the Town Manager if he needs concurrence from Council to move forward with Ms. LeMay as a possible expert in the field to talk with us. The Town Manager responded that he does not know that he needs concurrence; he thought it was important to bring you up to speed and had changed from Fuss and O'Neill for those reasons and it is important to have full disclosure with these things and to make sure that you know that they have done work for the industry as well as for public clients. Chairperson Maguire commented that it will answer a lot of questions for the public and for the Board of Education and Town Council it would be great to have Ms. LeMay come to a meeting. The Town Manager noted that what he liked about Ms. LeMay's background is that she lives in Massachusetts and on her local board of health so she seemed to have a good understanding with municipal work and she communicates very well.

Chairperson Maguire reported that another part of this item is to have concurrence to move the Turf Field Project to referendum for December 12th; a timeline with meeting dates has been provided. Mr. Stokesbury commented that as we continue to increase the potential cost for the project it will get harder and harder to approve. Chairperson Maguire agreed but hopefully after

hearing Ms. LeMay we can have a better number going into the actual referendum. Mr. Speich commented that the extra money we put into it was because if you didn't choose the type of infill. Mr. Stokesbury agreed it is just contingency. Chairperson Maguire inquired if the Town Manager envisions us having the infill decided on by December 12<sup>th</sup> or once a Building Committee is established be more on them. The Town Manager responded that it could go either way. He noted that the higher the number out there it may have an impact on the approval. He added that we could get that work effort done and dial in the number prior to having the amount go to referendum; the biggest variability is the infill material. Chairperson Maguire responded that it makes sense to get that number down before we go to referendum. Mr. Stokesbury commented that we are also waiting on the federal report. Chairperson Maguire responded this would be a good step in the right direction and if we were able to work with the Board of Education and have concurrence going into this before referendum and bringing that number down we would be in better shape. Council gave the Town Manager to move ahead to get these items scheduled.

### **16/17-51     Town Wide Radio System**

Chairperson Maguire noted that this item has been discussed at length over the last several years; we are looking at the P25 town wide radio system, we have negotiated a contract with Motorola and are looking at a total cost of \$3.8 million; he welcomed Chief Rinaldo and Tom Kline. She noted that a Frequently Asked Question list which will be on the Town's web site has been put together regarding public safety radio and why we need to have one; our system is antiquated, parts are no longer being made, we really have been on borrowed time with this. She noted that this will ultimately go to referendum. The Town Manager noted that the following people have been involved with this project: Tom Kline (Avon Volunteer Fire Department), Mike Manning (Federal Engineering), Lt. Kelly Walsh (Avon Police Department), Chief Mark Rinaldo (Avon Police Department), and Assistant to the Town Manager Grace Tiezzi. He added that this is a culmination of a lot of work; the last time we had a thorough discussion about this project was in March 2017 and the point at which we went through the initial phase of recognizing we need the project, now go out to bid and build it out and bring us back a project that is all in place subject to funding and that is what we did. Chief Mark Rinaldo reported that we have done an extreme amount of work and recognized Grace Tiezzi, Assistant to the Town Manager, who has been on top of this and helped with the Q&A and appreciates the help with this project. He noted that this has been a cooperative effort between the Police Department, Fire Department, Public Works, and the Board of Education; this is something that is critical to public safety, we need this radio system; the system we have now is no longer repairable, we need to replace it, it could fail at any moment and really put us in a bad spot; this P25 system will give us a lot of interoperability with other towns; he also sits on the Board of Directors for CMED and they are also in need of better communications in Avon, Canton, and Simsbury. He asked that if they could get onto our P25 system would that be something they would be interested in and they were very appreciative and would definitely like to get on this core. He noted that by having our own core we will control it and see multiple benefits down the road, other communities can join with us, we will be the driving force for our area. He referred to Mike Manning and Tom Kline on the technical aspects of the system.

Mr. Manning reported that the Town has negotiated for a P25, or Project 25 Phase II 700 MHz trunk simulcast radio system and have two sites that will operate simultaneously and have greater

coverage throughout the community. He noted that right now you have three separate sites and when the dispatcher wants to communicate with a police officer or firefighter they have to pick and choose one of those sites; imagine if you are driving down the road making a cell phone call and every time you pass from one cell phone coverage to another; not only do you have to redial the number but you have to dial or determine which site to go to. He noted that the system you currently have is not very efficient or effective in that way; this new system will provide much better coverage; industry standard of 95% at a Desired Auto Quality (DAQ) of 3.4 using a 12 dB loss building, a medium duty building; if a paramedic is inside of your home you want them to have radio coverage using a portable radio so they can talk with the hospital to give signs and symptoms and they need to hear what the doctor or ER staff is telling them to do; same thing with police or fire, if there is an incident going on, in order to effectively respond and mitigate that event you have to have effective communications. He noted that we talked about trunked, technology that goes way back; this will be a four-channel system, one channel acts as a control channel and determines where the signal goes and because it is Phase II it allows you six separate channels to the communication center and back out into the field; currently the Police Department has two channels, a dispatching channel and a channel for talk around and allows one police officer at a time to communicate with the dispatch center; now you can have multiple conversations going on; you can have talk groups, if you have an EMS agency that wants to have a talk group they will have access the network; you can tier these talk groups; if the school maintenance staff gets a talk group, that doesn't need to have as high a priority as the Fire Department so you can tier these so if there was a major event the Fire Department would get priority over the maintenance staff at the high school; this will provide an effective and efficient means of communication and considered mission critical and meets the definition: it is resilient, reliable and meets the industry standards. He added that you don't want police and fire relying on cell phones or put them in a situation where they can't get onto the system because someone else is talking; if you only have one opportunity to call for help and that system is busy that system has failed that officer, firefighter, or citizen.

The Town Manager commented that throughout the last year or so he has learned a lot about this and taken a position on the E-911 Commission and is involved with the E-911 system at the State level and their P25; there are so many aspects to this both technical and end user benefits and different areas that we have plunked as far as opportunities and that includes talking with our neighboring or non-neighboring towns, like Windsor for instance that are looking at the same type of system and more or less the same timeframe that we are. He feels very comfortable with the process that we are going forward with. He noted that this is one area where Avon probably does want to be the hub because it is so central to our public safety function where by having the most up-to-date core we will have other public safety agencies like CMED and potentially other police departments coming to us and piggybacking on our core and we retain control and those relationships can grow over time and they become revenue streams that can offset our operating and maintenance costs for the system. He added that as you look at the Q&A and think through all the different ways that we have tried to solve for this, this is the best one; we have tried to structure the Q&A in such a way that it is not overly technical but enough so that it has credibly and hopefully the public will feel the same when it goes out.

Mr. Speich inquired about the disadvantage of going with the core through the State of Connecticut. The Town Manager responded that going with the State's core shaves about \$500,000 off the project cost but you lose control and piggy backing on their core now has no

cost but we do not know what cost they may unilaterally impose on us in the future and once you are with the State it is their core and you whistle to their tune. Mr. Stokesbury commented if we buy a core in five years to get out for a \$500,000 to retrofit. Mr. Manning commented that during the presentation in March 2017 they went out and did this from a retail perspective and the system was probably going to be about \$5 million; we have been able to negotiate this down to about \$3.5 million; there are certain discounts now that apply to some of the components; five years from now you likely wouldn't have that discount and the cost of everything is going to increase; he could not tell you what the cost of the core would be five years from now. Mr. Stokesbury commented that we could retrofit to our own core if we went with the State option. Chief Rinaldo commented that right now the State has the E-911 equipment in our Police Department and paid for by a user fee however when the State comes in and makes changes we are required to upgrade the facility and the building; if we needed something else with their core he does not think it would be a totally free option.

Mr. Speich commented that New Road has always been a problem and questioned what it is in the system that makes New Road better. Mr. Manning responded that looking at the predicted coverage, if Motorola doesn't meet that mark Motorola has to pay to meet that mark. He added that if you look at the coverage studies that were done, looking at a DAQ of 3.4 or better, less than 80% of the Town had that with using a 12 dB loss building; with this we set this mark at 95% for a 12dB loss building so you are getting better coverage through this system. Mr. Speich questioned how you do it. Mr. Manning responded that Motorola is contractually required to meet that mark, it will be tested, if they fail to meet that mark, whether it is a new tower or additional equipment, they are required at their cost to do whatever needs to be done to meet that Town wide mark. Mr. Kline added that in the proposal there are improvements to the Huckleberry Hill Tower site so that would be a transmit site to cover down and the real problem is talking back into the system so they could put receive only sites that talk into the system; it is also an advantage of a digital system.

Mr. Speich questioned the FirstNet program. Mr. Kline responded that the Avon Volunteer Fire Department just joined FirstNet and is a dedicated public safety cellular system managed and run by AT&T and the Federal government oversees it and mandates what the quality and capabilities are; being a new digital system they have provisions to integrate with P25 radio systems so we could interface our public safety cell phones with the radio system and using an app on the phone be able to communicate over our two-way radio system and vice versa; a back-up, people out of town, or someone without a mobile radio. Mr. Speich commented that mutual aid would be easier by not changing frequencies. Mr. Manning responded that if they have your frequencies you will not have to change channels but you will have the ability to have gateway and bridge way technology and connect to anybody around and if there was a significant weather event and FEMA sent communications and resources into Town they would have the ability to gateway onto the system and use it. Mr. Speich questioned that if Simsbury is mutual aid if they will be able to talk on with us. Mr. Kline responded that they can use their analog radios and in our system we can have an analog transmit and receive radio as part of one of the sites and the tower would convert it to digits and would be digital to us. He noted that with the talk groups it is all software; you can have six simultaneous communications going on in the system among any number of users, but if you wanted for example for the 75<sup>th</sup> Anniversary a special group for parking, shuttle buses, carnival, it is a matter of programming those talk groups into the system and since we would own the core we can manage that for special events; hardly all six



simultaneous communications are used concurrently and could be thirty talk groups talking at all different times, but Police, Fire, and EMS would have priority over the parking group. Mr. Manning noted that you could even build a pre-emption in there for an emergency call and once they were done the parking group would resume. Mr. Kline commented that the plan is to keep their analog pagers so there will be a simulcast like other departments do so their existing paging frequency will remain along with the pagers.

Mr. Stokesbury referred to the Q&A and ending with directing people to the Chief and his phone, perhaps you want to add his e-mail address. He commented that when he read the Q&A and thinking about presenting this to the taxpayers he asked why not just cell phones and will be the question we hear time and time again; the explanation about the Federal program was completely different than what he took out of the writing here and thinks you may want to do a better job explaining what FirstNet is and isn't; why not cell phones, if we have a widespread power outage how does the cell phone system work or doesn't; he is suggesting this will be a common question from the public and trying to educate the public why the alternative of digital cell phones is not practical. Mr. Kline responded that if he has fifty pounds of gear on and thick fire proof gloves he cannot pick up his iPhone to push one of the little buttons whereas the radio mics are big push buttons and rugged, waterproof, and safe for their hazardous environment. Mr. Stokesbury questioned if a cell phone system based project be done with just upgraded hardware. He added that people are going to ask why we are spending \$3.5 million and we can emphasize that this is the Federal and State recognized standard, we can go over coverage on New Road, but a lot of people are going to come back and ask why we can't use your cell phone so the more reasons we can put in the Q&A as to why it is not practical, Mr. Kline's example is great; would the cell phone system work after ten days of a power outage. Mr. Kline responded that we are at the mercy of the vendor. Mr. Stokesbury commented that if we do the new digital system what happens in a prolonged power outage. Mr. Kline responded that each site will have a generator. Mr. Stokesbury commented that not even knowing how old the existing analog system is we talk about the last upgrade in 1996, then we say that the new system is expected to last ten to fifteen years; we are already twenty-two years into the last overhaul on analog, why is a fancy digital system only expected to last ten to fifteen years. Mr. Manning responded that it doesn't mean the system will be dead after ten to fifteen years but equipment is going to wear out; just like what you've been doing now you are going to have to continue doing the enhancements so you can prolong the life. Mr. Stokesbury noted that some of the equipment may be twenty-two years old but we need to say that better than lasting ten to fifteen years, make it sound like it's going to last; with routine replacements we should have a life expectancy of twenty years? He questioned how old is the oldest system out there now nationally. Mr. Manning could not answer that. Mr. Kline commented that P25 came out after the 9/11 event so the standard dates to about 2001-2002. Mr. Stokesbury suggested showing some durability. Mr. Manning noted that P25 is the sweet of standards, a digital radio system and allows for interoperability with other systems so although it was approved after 9/11 digital has been around for a significant amount of time. Mr. Stokesbury commented that we have heard in other context that digital equipment, computers are better, last longer than analog, less moving parts; correlate that to this equipment.

Chairperson Maguire noted that this Q&A really spell out scenarios but what will really drive this home, and remembers a presentation where you kept losing reception and if we have a few of those as we go into a public information session to really see that you are vulnerable if we continue with this current system; it is time to upgrade, be the leader, have the core, run the

show. She added that Council is responsible for public safety and this is a huge part of it and if we can't react and if the departments can't talk to each other then we are all vulnerable; whatever demonstration, experiences will really drive home the point that this is a necessity and not just out there looking for a luxury item; we are doing it to keep the Town of Avon safe.

Mr. Pena questioned maintenance and not knowing the cost for it; many times when we do go to referendum to buy an item people want to know about the maintenance of it. Mr. Manning responded that the Town has options: 1) negotiate with a Motorola vendor, 2) use a subcontractor that Motorola is using to help construct the system, or 3) utilizing the contract to establish maintenance. He added that we can state this is what Motorola offered but in reality if you were go negotiate separately with a different vendor you are probably going to get a better price. Chairperson Maguire commented on the turf field and know that we are going to have to put money aside each year to replace the turf field. She asked if there is a big item that we should be budgeting for ten to fifteen years out. Mr. Pena referred to the Q&A which mentions maintenance could be about \$200,000. Mr. Manning responded that it is utilizing what was offered in the contract; if you use that pricing and what we looked and said looks reasonable for what the Town would want because there are different tiers of service that they offer; it is an a la carte menu; that was a price that we were able to come up; the Town may be better off looking to negotiate separately. The Town Manager added that the contract would be subject to competitive bidding. Mr. Speich clarified that this expense is not included in any of these figures. Mr. Stokesbury responded that we have a line item in the current operating budget for maintenance. Mr. Rinaldo commented that we have not extended that this year because we can't get parts for it. The Town Manager commented that it would swing from capital back to operating because over the last couple of years we have been budgeting about \$100,000 in the capital budget for the radio system; the \$200,000 in the Q&A is really a worst case scenario. Mr. Kline added that after the three-year warranty there might be wear and tear on the portable radios, battery replacements, damaged antennas at tower sites by weather events; being a digital system there are software upgrades so after the warranty period has expired there may be a cost for additional upgrades.

Mr. Bernetich recognized Mr. Kline for volunteer, unpaid hours working on this project. He added that words matter and the way we use them matter; when Town wide radio system goes out to ballot people might wonder why a radio cost so much. He suggested Town Wide First Responder Communication or something along those lines where people understand what the purpose is. He questioned regarding the software if there is any situations right now where we have had the software get hijacked with the system you are offering. Mr. Kline responded that the system would be on the Town's private network; if there was some issue like that it would originate within and a bigger networking security problem.

Fire Chief Michael Trick gave his support for the system; this has been a long time coming; the versatility of this system is astronomical compared to where we are now; we will have the capabilities to talk amongst every and all Town agencies at whatever event or scenario we need to; right now it is cumbersome to talk amongst ourselves and this will make that seamless so when we are dealing with a school situation we can communicate with the schools; if we go to Public Works or have a large storm event, he noted that the Emergency Management Director is behind this and is sure the Town Manager can back that up; the ramifications of this system is phenomenal and hearing about some of the features he has been excited from the very beginning

because this is something that the Fire Department has been trying to grow and produce for many decades and now it is going to come to fruition.

Chairperson Maguire asked the Council for concurrence to move this forward to a December 12<sup>th</sup> Referendum; we have a timeline and many meetings and deadlines that we will have to reach. The Town Manager noted that we will take all of that feedback and tune up the Q&A. Mr. Speich questioned how the referendum will be worded. Chairperson Maguire responded that it will be two separate questions, one for the turf field with the final amount and one for the radio system with the final amount; there is a 10% contingency on both of those numbers. She added that there will also be a tremendous amount of public information; we will have a lot of meetings leading up to this so the community is very aware of both of these projects. She thanked everyone for tonight's presentation, a lot of time was spent on this; it is a real necessity for us at this point. Mr. Manning commented that from the Assistant to the Town Manager, the Police Department, the Fire Department, Public Works, everybody has been involved with this and done a phenomenal job; working with this team has been absolutely outstanding, they are working well together and really heading in the right direction. Council gave concurrence to move forward to Referendum.

## **VIII. NEW BUSINESS**

### **18/19-03 Avon Free Public Library: Strategic Plan**

Chairperson Maguire reported Glenn Grube, Library Director, is here to talk about the Avon Library's Strategic Plan for 2018-2022; there are also Board and staff members present tonight. She noted that the Library does a wonderful job, work very well together and have come up with some great ideas that are going to benefit our Town in a great way. Mr. Grube gave a brief presentation (which is attached and made part of these minutes). He noted that the new Plan has been in development for over a year after being adopted by the Library Board this past March; our previous Plan ran through the summer of 2017; we reconstituted the Strategic Planning Committee that had taken care of the last Plan and several are here with us tonight, Betsy Bougers, Dave Howe, Amee Mody, and Peter Anderson from the Library Board. He noted that they reviewed the successes and setbacks from the last Plan and realized that most of the goals were largely accomplished from that Plan or were ongoing activities that were really never going to be accomplished and just good things to keep doing. He added that Committee members interviewed a number of Library staff to get their feedback, we received such from almost all of our full-timers and about 25% of our part-timers; we reviewed surveys over the past several years to get feedback from the public and also conducted a specific planning survey at Celebrate Avon last year as well as a self-assessment using the Best Practices in Connecticut Libraries published by the Connecticut State Library that gives you difference benchmarks to achieve for essential, enhanced and exemplary library service and finally they developed a community asset map of Avon and used the talents of Kim Dornisch from Results Visualized to create a visual drawing of the asset map working pro bono for us. He noted that the draft of the actual Plan included new vision, mission, and "ASPIRE" value statements. He added that they identified five major areas that their new strategic initiatives will cover and highlighted those. He noted that under Communications, Marketing, and Public Relations, not everyone may know that they have online learning passes or iPads or hotspots to borrow or museum passes to get into different attractions for free. He noted under Staff Development that there are only 8 full-time staff, under

16 full-time equivalents (FTE) when you add in the part-time staff and for a 40,000 square foot building that puts on 300 programs a year and circulates over 250,000 things that is a lot to do for a group that size. He noted under Growth and Sustainability over 90% of our funding is direct from the Town but the Board takes their role in their fiduciary responsibility seriously as well. He concluded that they have a great new Plan of where they want to be by 2022 and they have started to put together S.M.A.R.T. action steps, both the Board and staff are working on these steps. The Town Manager inquired if the acronym was Mr. Grube's idea. Mr. Grube responded it was not. Mr. Howe noted that it is used in the corporate world quite a lot. Mr. Grube highlighted the metrics to measure their overall success. He highlighted the analysis that will be done. He noted that for last fiscal year while their overall circulation was down and overall door count was down they saw e-book circulation was way up and program attendance was way up. He concluded by again recognizing the Strategic Planning Committee and Avon Free Public Library Board of Directors.

Chairperson Maguire thanked all for their time. She thinks the Plan is great and you do make such an effort to reach out to the community in so many different levels. Mr. Speich commented that you do a better job than some businesses do with your Strategic Plan; very well done. Mr. Bernetich thanked the Committee members for their work. Chairperson Maguire repeated something that Mr. Speich said when we were going through the Budget Workshop, she wishes she spent more time at the Library; there are so many great programs, things going on, rooms to look in. She thinks that what they are doing will make a better effort; thanks to all.

#### **18/19-04 Planning for AVFD 75<sup>th</sup> Anniversary Celebration and Approval of Fireworks**

Chairperson Maguire reported that Dave Theriault, Committee Chair is here tonight; the task at the end of this is to approve the fireworks. She noted that the Committee has been working very hard on plans for well over a year. Dave Theriault thanked the Council for allowing them to speak tonight. He noted that in the month of August we have a scavenger hunt at the Library; on Monday, August 6<sup>th</sup> is the Annual Golf Tournament at Farmington Woods; Saturday, August 11<sup>th</sup> at the Library is Touch-A-Truck from 10 a.m. to 12:30 p.m. and then Convention weekend on Friday, September 14<sup>th</sup> from 6:00 to 10:00 p.m. carnival and food truck festival in conjunction with their 75<sup>th</sup> Anniversary and also part of the Connecticut State Firefighters' Association Convention Weekend and for that night there is a special ride all night for \$25 for the wristband, Saturday, September 15<sup>th</sup> from 11:00 a.m. to 10:00 p.m. is the carnival and food truck festival and hopefully have fireworks that evening at 9:00 p.m. and on Sunday, September 16<sup>th</sup> at noon is the parade and goes down West Avon Road to 99 Thompson Road with a reviewing stand at the Senior Center. He noted that Thompson Road will be closed from 5:00 p.m. to 10:00 p.m. on Friday and 10:00 a.m. to 11:00 p.m. on Saturday and again on Sunday until about 7:00 p.m. Chairperson Maguire questioned where parking is going to be. Dave Theriault responded that they will be using buses, parking at Thompson Brook School, Pine Grove School and the Senior Center and busing in; we reached out to Apple Rehab to park on their lawn and using the High School on Friday and Saturday, also the Valley Community Baptist Church is allowing us to parking there as well. Chairperson Maguire inquired about volunteers for the event. Dave Theriault responded that is looking pretty good. He added that with regards to the closure of Thompson Road there will be plates for the residents so they can move through Thompson Road to get their residences. He referred to Section 36-3 in the Code of Ordinances in the Town of Avon, the use of fireworks for public display is allowed only upon written permit from the Town

Council therefore he asks that the Avon Volunteer Fire Department's request to hold a public fireworks display on Saturday, September 15<sup>th</sup> beginning at 9:00 p.m. at 99 Thompson Road property in association with their 75<sup>th</sup> Anniversary and 135<sup>th</sup> Annual Connecticut State Firefighters' Association Convention be approved. The Town Manager noted that is the one item here that requires Council approval and the application has to go through a number of steps before the State ultimately issues a permit; Police Chief has to sign off, Fire Chief has to sign off, the person doing the fireworks has to be licensed, the Fire Marshal will be onsite throughout the event and once all of those boxes are checked then the State actually issues the permit for the fireworks; this is the property owner approving it and getting the ball rolling.

Mr. Stokesbury commented that Dave Theriault spoke well about the public side, the celebration. He questioned if there is an actual business convention as part of this. Dave Theriault responded that there is a business meeting that will be held on Saturday at 10:30 a.m. at the High School and conduct the business of the Association. Mr. Stokesbury questioned if that is a closed meeting. Dave Theriault responded that he believes it is open. Mr. Stokesbury noted that he would like to hear about it and if it is maybe people would like to attend.

Nicole Herbst, 110 Thompson Road, commented that she has a concern because according to the map the port-a-potties are in her driveway. She questioned that right now there is a berm so is the edge of the carnival going to be at the road. Dave Theriault responded that it will go to the bottom of the berm. Ms. Herbst questioned if there is going to be any temporary fencing installed. Dave Theriault responded yes. Ms. Herbst noted that Dave Theriault has been wonderful answering all of her questions about this. Chairperson Maguire thanked her.

Chairperson Maguire also thanked Dave and the team; this is a great thing for our community, it is an exciting time, a parade on West Avon Road and fireworks; it is a wonderful celebration for your 75<sup>th</sup> Anniversary and she appreciates all of your hard work. Mr. Pena questioned how the word gets out about the event. Dave Theriault responded that the event is being publicized on Facebook and their web site; all residents received a flyer with the events going on throughout the year in their fundraising letter and through the Library and different e-mail blasts that can be done through the Town. Mr. Pena commented that the people that will be attending from further out. Dave Theriault responded that with the food truck festival it is people from all over the State and New England; Bradley Taffy is supplying the food trucks and doing a pretty good promoting it. Mr. Pena questioned the hours of operation for the event. Dave Theriault responded they are Friday from 6:00 p.m. to 10:00 p.m., Saturday from 11:00 a.m. to 10:00 p.m. and Sunday from 1:00 p.m. to 6:00 p.m. Chairperson Maguire questioned how many people they expect at the business meeting on Saturday or Sunday. Dave Theriault responded that they come in on Friday night, they have a dinner meeting for the Irregulars Association and will be held at the firehouse, they will stay at the hotel and come back on Saturday morning for the business meeting; maybe 200-300 people will attend; there will also be different fire department vendors at the High School.

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

**RESOLVED:** That the Town Council approve the request of the Avon Volunteer Fire Department for fireworks for the 75<sup>th</sup> Anniversary Celebration on Saturday, September 15<sup>th</sup> pursuant to Section 36-3 of the Town of Avon Code of Ordinances.

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

**18/19-05      Acceptance of Gift: Office Furniture**

Chairperson Maguire reported that the chairs in the Selectmen's Chamber were donated by Dr. Eric Secor of Hartford Hospital Helen and Harry Gray Cancer Center; he donated thirty-five chairs and four tables; the tables are being held in storage for when they are needed; the chairs brighten the room and we really do appreciate it.

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

**RESOLVED:** That the Town Council accept the gift of thirty-five chairs and four tables from Dr. Secor of the Hartford Hospital Helen and Harry Gray Cancer Center.

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

**18/19-06      Acceptance of Gift: Flagpole/American Flag for Buckingham Park**

Chairperson Maguire reported that the American Legion has donated a flagpole and American flag for Buckingham Park at the baseball field. Mr. Stokesbury noted that he brought this up at the last meeting and unfortunately the American Legion team is now out of the tournament as they lost yesterday and again thanks them for installing the flagpole.

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

**RESOLVED:** That the Town Council accept the gift of a flagpole and American flag for Buckingham Park from American Legion Baseball.

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

**18/19-07      Donation to Recreation and Parks Department, \$2,200.00**

- a. **Acceptance of Gift**
- b. **Supplemental Appropriation**

Chairperson Maguire noted that this sort of repair is something that the Town usually handles; any type of gift that would be donated to us would be repaired or maintained by the Town however Sharon and Stephen Groth were very clear that they wanted it to go towards maintenance of the water fountain so we will make sure that we put that to good use.

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

**RESOLVED:** That the Town Council accept the gift of \$2,200 from Sharon and Stephen Groth for the repair of the water fountain at Fisher Meadows in memory of their son, Adam Groth.

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

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

**RESOLVED:** That the Town Council hereby recommends that the Board of Finance amend the FY 17/18 Budget by increasing:

**REVENUES**

Recreation Activities Fund, Other Local Revenues, Donations & Grants, Private Sources, Account #09-0360-43651 in the amount of \$2,200.00 and increasing:

**APPROPRIATIONS**

Recreation Activities Fund, Parks, Buildings, Account #09-5201-52212 in the amount of \$2,200.00, for the purpose of purchasing a water fountain, in memory of Adam Groth, at Fisher Meadows fields to be funded by a donation from Sharon and Stephen Groth.

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

**18/19-08 Supplemental Appropriation: Consulting Services for Avon Village Center Project, \$30,000**

The Town Manager reported that with the project, Inland Wetlands Commission approved their piece earlier this week; last week while walking around on campus there were divers in wet suits with snorkels in the brook looking for wedge mussels; there is a radius that they draw around a project area and if there are any species that show up on the National Diversity Database you have to do your due diligence; none were found; Planning and Zoning Commission has closed the public hearings and it's on their agenda for action Tuesday next week. Mr. Stokesbury clarified that this is money coming from the developer. The Town Manager responded yes.

On a motion made by Mr. Speich, seconded by Mr. Bernetich, it was voted:

**RESOLVED:** That the Town Council hereby recommends that the Board of Finance amend the FY 18/19 Budget by increasing:

**REVENUES**

General Fund, Other Local Revenues, Refunds & Reimbursements, Account #01-0360-43612, in the amount of \$30,000 and increasing:

**APPROPRIATIONS**

General Fund, Planning, Service & Consultant, Account #01-7101-52184, in the amount of \$30,000, for the purpose of recording funding received from Avon Town Center LLC for consulting services/peer review by Weston & Sampson Engineers for engineering studies in connection with the November 17, 2015, approved Carpionato Group LLC's Master Plan for Avon Village Center.

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

**18/19-09 Supplemental Appropriation: Library HVAC System, \$175,000**

The Town Manager reported that right now the money is in a receivable account and has not been appropriated for a specific purpose so this will bring it into Fund 02 and give it an account line item for future use.

On a motion made by Mr. Bernetich, seconded by Mr. Speich, it was voted:

**RESOLVED:** That the Town Council hereby recommends that the Board of Finance amend the FY 17/18 Budget by increasing:

**REVENUES**

Capital Projects Fund (Facil & Equip), Other Financing Sources, Library HVAC, Account #02-0390-43503, in the amount of \$175,000.00, and increasing:

**APPROPRIATIONS**

Capital Projects Fund (Facil & Equip), Town CIP Facilities, Library Geothermal System, Account #02-4829-53409, in the amount of \$175,000.00, for the purpose of designating a capital project with funds from the Geothermal settlement at the Avon Free Public Library.

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

**18/19-10 Avon Water Company-Fisher Meadows Agreement**

Chairperson Maguire reported that this is a re-negotiation of the Avon Water Company-Fisher Meadows agreement; back in 2000 we had an agreement with Avon Water Company to allow them access to Fisher Meadows and they paid us on the demand and commodity charge and most recently in 2016 \$69,970 went into our Fisher Meadows Special Revenue Fund; the agreement gives you the opportunity within twenty-five years if there is a sale and there was with Connecticut Water Company to take either a lump sum payment from Avon Water Company or re-negotiate the demand and commodity charge. She noted that since we have this long contract we decided to go with the re-negotiation of the demand and commodity charge. The Town Manager reported that a little over a year ago Avon Water was acquired by the Connecticut Water Company; we had a public hearing at the Library that was conducted by PURA; PURA ended up approving the application and the change in control so now Avon Water is a wholly owned subsidiary of Connecticut Water; we have an agreement with Avon Water that goes back to 2000 and unique in its term as all in goes for about two hundred years; one of the re-openers in the agreement is that if Avon Water experiences a change in control which it did we can either take a lump sum payment that is based on a formula in the agreement or re-negotiate the demand and commodity charge. He reported that the framework of analysis of which the Assistant to the Town Manager and Town Assessor were instrumental with was to figure out what the cost of a million gallons of raw water is and it is very hard to find comparables; we worked with our special counsel, Day Pitney, and came up with an amount of \$550 per million gallons that we wanted to get to. He added that we had a bunch of meetings with Avon Water and Connecticut Water and we agreed that effective July 1, 2018 the per million gallon cost would go from \$232 to \$382 and then the next step would be to go from \$382 to \$550 effective no later than July 1, 2021 but it could happen sooner if Avon Water is totally acquired by Connecticut Water or if there is a rate case. He noted that is a fair cost per million gallons, a fair revenue from Avon Water, and if we were to take the lump sum payment which works out to about \$232,000, even using the difference between the \$232 to \$382 we would reach that within about five years so it did not make any sense. He added that getting to the \$550 in two steps was fine if for no other reason than Avon Water would have a hard time paying the \$550 up front because they are so closely regulated they would have to go through another rate case. He noted that there were a few other minor changes in the agreement; the only one that is really material is that we agreed to change the service area because the Unionville Water Company was acquired by Connecticut Water so the map was amended to include this area. He noted that the agreement is very complex but it is good for Avon and results in, for example 2016 the \$70,000 that goes into the Fisher Meadows Special Revenue Fund; it also includes a lot of safe guards for the Avon service area and philosophically Avon comes first; Avon Water Company and Connecticut Water Company have to meet their obligations to the users in Avon before they can send water out of town through the distribution system. Mr. Speich commented that he was always concerned about it changing to Connecticut Water because they are a wider range. The Town Manager responded that Connecticut Water steps in Avon Water's shoes for purposes of this agreement.

Mr. Stokesbury commented on the revenue of \$70,000 going into the Fisher Meadows Special Revenue Fund has helped pay for Fisher Meadows upgrades so it is self-sustaining in that manner and we should let people know that; we had some controversy going back to how we were paying for Fisher Meadows and what this does here is help the maintenance of those fields become even more self-sufficient because we will be throwing more money into the Fund. He



questioned how long we live with the \$550 per million gallons. The Town Manager responded that it adjusts every time there is a rate increase, an automatic escalator in the agreement. He noted that the important thing about re-negotiating the demand and commodity charge is that this is the new baseline now, unless there is another change in control out in the future. Mr. Stokesbury commented that there is a mechanism so that \$550 isn't locked in for a 180 years. The Town Manager responded yes.

On a motion made by Mr. Speich, seconded by Mr. Bernetich, it was voted:

**RESOLVED:** That the Town Council authorize the Town Manager to execute the First Amendment to Fisher Meadows Agreement between the Town of Avon and The Avon Water Company effective July 1, 2018.

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

### **18/19-11     Approve Fiscal Year 2019/2020 Budget Calendar**

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

**RESOLVED:** That the Town Council adopt the Fiscal Year 2019/2020 Budget Calendar as follows:

#### **TOWN OF AVON FY 2019/2020 BUDGET CALENDAR**

<b>ACTIVITY</b>	<b>RECOMMENDED DATE</b>	<b>LATEST DATE PER TOWN CHARTER</b>
Capital Budget Forms Prepared and sent to Departments	August 06, 2018	
Operating Budget Forms Prepared and sent to Departments	September 07, 2018	
Completed Capital Budget Forms returned to Town Manager	October 05, 2018	
(a) CIP Budgets presented at Town Council Meetings by Department Heads	Nov. – Dec. 2018	
Completed Operating Budget Forms returned to Town Manager	November 02, 2018	February 15, 2019
(a) Town Manager meets with Department Heads to review budget submissions.	Nov. – Dec. 2018	
(b) Town Manager makes recommended reductions.	Dec. 2018 – Jan. 2019	
Town Manager's Proposed Operating and Capital Budgets submitted to Town Council	January 11, 2019	March 01, 2019
Board of Education Budget to Town Council	February 01, 2019	February 15, 2019
(c) Town Council holds Special Budget Workshop.	February 2019	
(d) Further reductions are made by Town Manager's Office if necessary.	February 2019	
Capital Improvement Program Submitted to Planning & Zoning Commission for Sec. 8-24 Review	March 12, 2019	

Budget Work by Town Council completed and Budget submitted to Board of Finance	March 25, 2019	April 01, 2019
Public Hearing on Budget held by Board of Finance not later than three (3) weeks before May 06, 2019 Town Meeting	April 01, 2019	April 15, 2019
(e) Board of Finance holds evening Budget Workshop(s) with Town Council and Board of Education after the Public Hearing.	April 03, 2019	
Board of Finance Completes Work on Budget	April 2019	
Copy of Budget approved by the Board of Finance printed in Newspaper at least five (5) days before the Annual Town Meeting	April 26, 2019	May 01, 2019
Annual Town and Budget Meeting First Monday in May	May 06, 2019	May 06, 2019
First Referendum	May 15, 2019	May 17, 2019
Second Referendum (if necessary)	June 05, 2019	June 07, 2019
Third Referendum (if necessary)	June 19, 2019	June 21, 2019

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

#### **18/19-12      Resignation: Avon Water Pollution Control Authority (U – 12/31/2021)**

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

**RESOLVED:** That the Town Council accept with the regret the resignation of Terence Ryan from the Avon Water Pollution Control Authority.

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

#### **IX.      TOWN MANAGER'S REPORT/MISCELLANEOUS**

**Misc. A: Purchasing Update:** The Town Manager did not provide highlights on any items.

**Misc. B: Construction Update:** The Town Manager reported that items continue to progress – Fisher Meadows and MH Rhodes. Chairperson Maguire questioned how MH Rhodes is being watered. The Town Manager responded that we have a tank on wheels that we borrowed from South Windsor. He noted that Oak Bluff is coming along; Board of Education security improvements continue to progress; at School Street we took down a couple of trees that are going to be very important to getting the road project done; everything is moving forward with Old Farms Road Projects; and they were paving today the trail at the back of the Town Hall complex.

**Misc. C: 2018 CRCOG Sustainability Award:** The Town Manager reported that the Planning and Zoning Commission (PZC) was recognized at the CRCOG Annual Meeting by the Sustainability Board and based on the application that we submitted for a regulation that the PZC adopted where the applicant could get additional lot coverage if they agreed to do certain other improvements to their project, everything from going above and beyond on insulation to the building code to having low impact development features on the property. He noted that one of

the primary themes on the Plan of Conservation and Development is sustainability. Chairperson Maguire extended congratulations on the award.

**Misc. D: Web Site Update:** This item was discussed earlier in the agenda.

**Misc. E: Severni Property Acquisition:** This item was discussed earlier in the agenda.

**X. EXECUTIVE SESSION:** Council did not hold an Executive Session at this meeting.

**XI. ADJOURN**

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

**RESOLVED:** That the Town Council adjourn the meeting at 9:34 p.m.

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

**Attest:**

**Ann Dearstyne, Town Clerk**

# Avon *free public library*

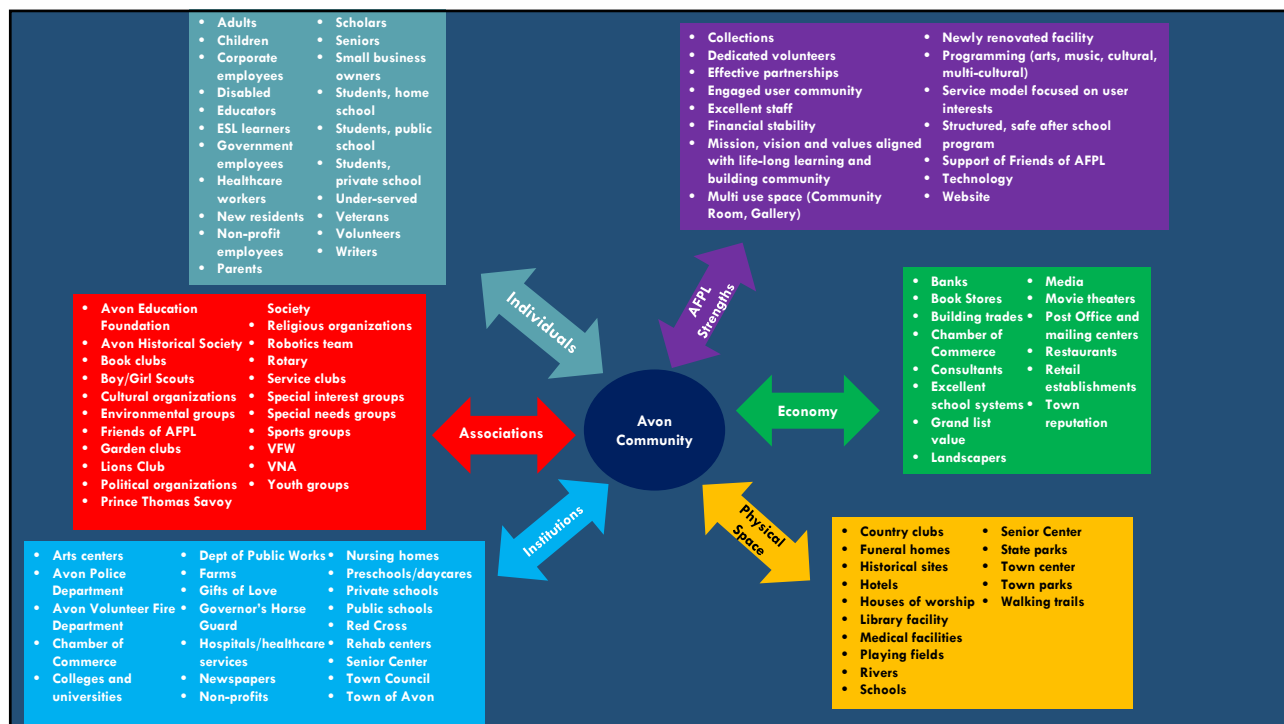
THE CENTER OF YOUR COMMUNITY



## STRATEGIC PLAN 2018-2022

### OUR PROCESS

- Library Board
- Strategic Planning Committee
- 2014-2017 Plan
- Staff Interviews
- Community Survey
- *Best Practices in Connecticut Public Libraries*
- Community Asset Map



## OUR VISION

EXCELLENCE IN SERVICE TO OUR COMMUNITY, SEEKING AND SEIZING OPPORTUNITIES FOR GROWTH AND DEVELOPMENT, EMBRACING THE FUTURE WHILE HONORING THE PAST.

## OUR MISSION

TO PROVIDE ALL MEMBERS OF OUR COMMUNITY WITH A WELCOMING PLACE THAT CHAMPIONS THE LOVE OF READING AND LIFELONG LEARNING, STIMULATES CURIOSITY, NURTURES CREATIVITY, OFFERS RELIABLE INFORMATION RESOURCES, UNITES GENERATIONS AND PROVIDES TECHNOLOGY, PROGRAMS AND SERVICES THAT ENRICH, INSPIRE AND DELIGHT.



**A**ccess for All: Foster an inclusive, welcoming environment that promotes safe, free and convenient access to programs, services and information.

**S**ervice: Respect the traditional role of the library's service to the community and address the unique needs of individual users.

**P**ersonal Growth: Promote the joy of reading and lifelong learning. Connect people with the world of ideas and information through programs and other opportunities that stimulate, enlighten and enrich.

**I**nnovation: Embrace the challenge of change. Explore possibilities and apply creativity and fresh thinking to all we do, seeking new and better ways to serve our community.

**R**esponsibility: Provide resources and facilities that better our community and its institutions, businesses, civic and cultural groups.

**E**xcellence: Deliver superior library services. Hire and cultivate staff who are knowledgeable, passionate and committed to the role libraries play in individual lives and the community.

## COLLECTIONS AND SERVICES

### Books and Other Content Resources

**Focus:** To select, acquire, curate and provide free and easy access to materials, in all formats, that meet the varied needs and interests of the community.

### Library Users' Experience

**Focus:** To offer innovative and valued programs, events, displays and services that address community needs.

## COMMUNICATIONS, MARKETING, AND PUBLIC RELATIONS

**Focus:** To communicate clearly, openly and with consistency, internally and externally.

## STAFF DEVELOPMENT

**Focus:** To recruit, develop, and retain highly trained staff, and build team and organizational capabilities and a culture that support the library's strategy and delivery of services.



## FACILITY

**Focus:** To offer a welcoming and safe community space, helpful services, and convenient hours of operation while introducing new ways to serve users, including the use of technology and community outreach.

- Technology
- Community Space
- Building and Grounds

## GROWTH AND SUSTAINABILITY

**Focus:** To assure short- and long-term financial strength, excellence in library governance, and viable, effective strategic partnerships.

- Financial Sustainability
- Library Governance
- Partnerships

## PLAN IMPLEMENTATION

**S**pecific

**M**easurable

**A**ttainable

**R**ealistic

**T**ime-bound

## METRICS

### ➤ Library Activity

*Visits, circulation, public room use, computer use, database use*

### ➤ Library Collections and Services

*Collection size, turnover rate, programs offered, reference questions answered*

### ➤ Library Engagement

*Cardholders, program attendance, donations, website hits, social media activity*

## ANALYSIS

➤ Compare to our peers

*Libraries with similar populations, budgets, hours of service*

➤ Compare to benchmarks

*Statewide or national averages or widely accepted goals or thresholds*

➤ Compare to ourselves

*Trends across months or years*



### **Strategic Planning Committee**

Betsy Bougere – Chairperson

Peter Anderson

Dave Howe

Amea Mody

Glenn Grube – Library Director

