

**AVON TOWN COUNCIL
SPECIAL MEETING MINUTES
July 10, 2017**

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. at the Avon Town Hall, in the Selectmen's Chamber by Chairman Zacchio. Members present: Mrs. Maguire and Messrs: Zacchio, Stokesbury, and Speich. Mr. Pena was absent.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairman Zacchio.

III. PUBLIC HEARING: None

IV. MINUTES OF PRECEDING MEETING: None

V. COMMUNICATION FROM AUDIENCE: None

VI. COMMUNICATION FROM COUNCIL

Mrs. Maguire reported that she and Mr. Stokesbury attended the Eagle Scout ceremony in June on Father's Day weekend and honored six Eagle Scouts; they are great kids and congratulations once again to them. She attended the high school graduation; the Board of Education and Principal always invite Council and elected official and she loves to be part of it; it was a great graduation, a beautiful night, and had a successful Project Graduation.

Mr. Stokesbury commented on Project Graduation; during the year many people forget the reason for it, they keep the kids off the street, potentially the most dangerous night for them, and it is incumbent on all of us to remember that and work as a community to support it and it starts from us down; the Town does a great job, the Board of Education does a great job but from time to time people need to be reminded how important it is.

VII. OLD BUSINESS

**14/15-20 Old Farms Road and Old Farms Road Bridge and Intersection
(State Projects # 04-129, 04-116 & 118)**

Chairman Zacchio reported that we had conversation about this item at our last meeting. He added that the Town Manager had first intended on trying to get a consensus tonight around the general planning around the design that we had seen and incorporated some of our comments for us to talk about. He added that there is more activity happening with that so that conversation is premature so the Town Manager has asked us to table this item.

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

RESOLVED: That the Town Council table agenda item 14/15-20 Old Farms Road and Old Farms Road Bridge and Intersection (State Projects # 04-129, 04-116 & 118) to the July 27th special meeting.

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

VIII. NEW BUSINESS

17/18-01 Contract Recommendation: Telephone System

Chairman Zacchio reported that this item is for the new telephone system across the Town and the Board of Education and Police Department. He noted that Glenn Grube, Library Director/IT Committee Chairman, headed the committee that looked into this. Glenn Grube reported that we have a proposal from Connecticut Communications who is the current support vendor for the Town Hall and Police Department phone system and are proposing two systems, one for the Town that would encompass Public Works, Police Department, and Town Hall campus using our point to point fiber between those locations to create one unified phone system here and another one for the schools for the Board of Education central office and all five public schools; these two phone systems would connect through the public internet until we get our point to point fiber connected between Board of Education and Police Department but they would behave as one system and be able to transfer calls from the schools to the Town and back and forth which we are unable to do now. He added that it gives us a much more modern phone system which is easier to support and provide some new features like voicemail to your e-mail, call forwarding; it is very flexible; we can get different models of phones and offer different features depending on the users' needs. He noted other benefits are lower ongoing costs for our carriers with copper lines for backup emergency line and alarms; \$1,700 per month less in carrier costs on the Town side and \$2,500 per month for the Board of Education side and will more than cover the ongoing service contract to maintain the phones. He added that the vendor already had the lowest price on the Town side and very competitive on the Board of Education side and matched the 18-month warranty that another vendor was offering and it is with someone that we have worked with for a number of years as they currently provide maintenance to the Town side and did a thorough walkthrough on the Board of Education and they are comfortable with them. Chairman Zacchio questioned how many competitive bids were received. Mr. Grube responded three; we went through a State DAS contract that had three approved vendors all selling very similar types of equipment and systems. He noted that we originally looked at the voice over IP system which can provide the lower carrier cost but there would be a lot of internal wiring that would need to be upgraded; another consideration was the desire for the schools to move quickly so they can get this installed over the summer and we think we can get that accomplished by the middle of August with training at the beginning of the school year. Chairman Zacchio questioned if this is all new hardware everywhere in the schools. Mr. Grube responded that it is new handsets everywhere but without having to replace the wiring; there is potential for a little bit of network infrastructure upgrades but has been built into the cost.

Mr. Stokesbury questioned life expectancy of the equipment, ownership of the equipment, and replacement parts for the improvement. Mr. Grube responded that we could expect this equipment to last up to twenty years as technology advances and there will be other better things but the lifetime of the equipment could last decades; we are purchasing the equipment and we get

an 18-month warranty and then there is ongoing service contract, including onsite emergency response within two hours, software assurance for any updates on servers or phones, ongoing training for new staff, and any remote programming assistance; NEC makes tons of these systems so replacement parts should not be a problem. Mr. Stokesbury commented that a problem we run into on the HVAC side is proprietary equipment by one common vendor; you noted the actual vendor is the GE of Japan but it is a unique product. Mr. Grube responded that we would probably have to get other NEC equipment to replace it. Mr. Stokesbury commented that you still recommend this product. Mr. Grube responded that we only looked at NEC product; that is what everyone is proposing through the State DAS contract. Mr. Stokesbury questioned that this system will differ from the current system in which we will have servers onsite. Mr. Grube responded that we would have servers onsite; we have a server onsite now for voicemail but it is a CRT monitor and DOS system. Mr. Stokesbury questioned the backup plan if the server is damaged. Mr. Grube responded that every site will have its own server and they will be copies of each other; there will be one each at Town Hall, Board of Education, and Public Works and will all have the same data on it so if one goes down the other two will function as a whole. Mr. Speich commented that the contract is for five years and questioned what happens after that. Mr. Grube responded that we can renew the contract or take our chances that it won't break down, but not a wise choice; the ongoing maintenance costs are very minimal. The Town Manager noted that Glenn Grube did a really nice job getting this committee together; we had representation from Public Works, Board of Education, my office including Grace Tiezzi and Jennifer Worsman; as we started to narrow down the field we had some admins get involved as they are the ones closest to the phones; all of the feedback received is really good and it is a good recommendation. Mr. Stokesbury commented that the Town Manager's memo talks about the funding from FY 16 and FY 17 which are over. The Town Manager responded that they are capital appropriations that don't lapse. Mr. Stokesbury questioned in FY 18 funding. The Town Manager responded that it has already been budgeted and nothing was recommended for FY 18. The Assistant to the Town Manager commented that because of the funding source and utilizing some capital for the Board of Education contract as well, Council needs to authorize both contracts. Council thanked Mr. Grube.

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

RESOLVED: That the Town Council award two contracts to Connecticut Communications, LLC, of Rocky Hill, CT, totaling an amount not to exceed \$258,957.50 (\$51,645 for the Town contract and \$207,312.50 for the Board of Education contract) consistent with the terms presented.

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

IX. TOWN MANAGER'S REPORT/MISCELLANEOUS

X. EXECUTIVE SESSION: Pending Claim Litigation Real Estate (site walk of property)

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

RESOLVED: That the Town Council go into Executive Session at 6:15 p.m.

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

The Town Manager, Assistant to the Town Manager, Town Clerk, Town Attorney Alfred Smith, Attorney Joe Schwartz, and Town Assessor Harry DerAsadourian attended the session.

Town Council, the Town Manager, Assistant to the Town Manager, Town Clerk, and Town Assessor Harry DerAsadourian left Town Hall for the site walk of property.

XI. ADJOURN

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

RESOLVED: That the Town Council adjourn the meeting at 7:35 p.m.

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

Attest:

Ann L. Dearstyne, Town Clerk