




# Town of Avon

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60 West Main Street  
Avon, Connecticut 06001-3719  
(860) 409-4300 • [www.avonct.gov](http://www.avonct.gov)

## MEMORANDUM

TO: Town Council

FROM:  Brandon Robertson, Town Manager

DATE: February 24, 2023

### **SUBJECT: ARPA Projects Update – February 2023**

Enclosed please find updates on projects that have been approved for funding under the American Rescue Plan Act. The update focuses on what has occurred in the preceding month, with particular attention to the schedule of work, budget, changes in scope, and other relevant information about projects that may be of interest.

Updates on the following projects are included:

- Board of Education IT Improvements
- Pavement Management
- Senior Center HVAC System Replacement
- Sycamore Hills Pool Repair
- Schoolhouse No. 3 Improvements
- Sycamore Hills Recreation Area
- AHS Roof Top Units – Phase II
- AHS Variable Air Volume Units
- Bicycle & Pedestrian Master Plan
- Deepwood Drive/New Road Drainage
- Building #1 Flood Prevention
- Buckingham Baseball Infield Renovation
- Sycamore Hills Playscape
- Sycamore Hills Shade Shelters
- Town Office 365 Implementation
- BOE District-wide Library Carpet Replacement
- Town-wide Fiber Network (permitting)

Note that this update only covers appropriations that are capital in nature. The operating/programmatic appropriations (Farmington Valley Health District, Monday Meals and Minds, Avon Fuel Bank, Avon Food Bank and Gifts of Love) are not included. Please contact me with any questions.

Enclosure

BOE IT IMPROVEMENTS	
	<p>MR46 WiFi Access Point (District-wide): Updated indoor WiFi access points which will allow the District to expand the wireless network in the schools by updating older hardware in the most problematic areas and repurposing the older hardware to provide coverage in areas that do not currently have adequate WiFi signal.</p> <p>MR76 WiFi Access Points (District-wide): New outdoor WiFi access points, antennas and licenses to allow schools the opportunity to utilize outdoor learning spaces during the school day. These access points will also provide Avon residents with WiFi access after school hours when they are in range of the school.</p> <p>BenQ Panels: A BenQ is an interactive flat panel screen that is germ resistant and comes with preloaded software. It has the ability to project from your computer or be turned into a touchscreen computer mirroring device. BenQ's have a broadcasting feature that allows content to be streamed to all panels in a school or across the district. BenQ's have replaced SmartBoards in classrooms. BenQ boards are already installed in the larger classrooms district wide. This project would continue the replacement of SmartBoards with BenQ boards.</p> <p>QNAP Security Camera Servers: Due to COVID restrictions, students moved around school buildings at times other than scheduled passing times and utilized outdoor spaces more frequently than usual. The existing servers recording the video streams from the security camera network are unable to process the high volume of data fast enough, leading to lost recordings. An additional server in each building will reduce the volume of data being processed by each server, reducing the possibility of lost recordings. The recordings are used for COVID contact tracing and school security.</p>
<b>Project Description</b>	
<b>Project Appropriation</b>	\$236,000.00
<b>Appropriation Spent</b>	\$235,965.39
<b>Project Manager</b>	Elizabeth Ferry, BOE Director of Technology/Tom Kline, BOE Senior Network Administrator
<b>Key Accomplishments &amp; Next Steps</b>	<p><b>26 Interactive BenQ Panels</b> The BOE's maintenance department continues to install the panels in classrooms and resource rooms across the district. 26 of the 26 panels have been installed as of 12/23/22. Two mobile BenQ carts were purchased to provide more flexibility with the use and placement of panels purchased with the ARPA funds.</p> <p><b>Camera Servers</b> - All camera servers and software installs were received. The BOE IT department is working with the BOE Director of Security to arrange a time to erase the current servers and install the new software. One school has been migrated to the new server and software with a second planned for winter break. The remaining schools will most likely be migrated in Summer of 2023.</p> <p><b>Access Points</b> All access points were received and the BOE IT department began installing the new access points across the district. 141 out of the 150 indoor access points have been installed. Two outdoor access points have been installed at Roaring Brook School and provide WiFi coverage in the front parking lot and in the rear playground areas. During the school day, access is limited to school devices only. The "APS Community" WiFi is available after school hours and on the weekends. The IT department continues to work with a vendor to run additional cable needed to install the remaining outdoor access points at the other schools. Convergent Technologies, LLC will complete the cable and outdoor WiFi access point installation at Avon High School, Avon Middle School and Pine Grove Elementary School. Once this installation is complete, then all outdoor access points purchased with ARPA funds will be installed district-wide.</p>

DEEPWOOD DRIVE/NEW ROAD DRAINAGE	
Project Description	We have been experiencing more frequent and intense storm events over the past decade which force us to design and make immediate improvements to remedy wash outs, etc. Funding is requested to make more immediate repairs to the system that flows from Deepwood Drive to New Road to the Farmington River. This system has been problematic for over a decade.
Project Appropriation	\$275,000.00
Appropriation Spent	\$0.00
Project Manager	Larry Baril, Town Engineer
Key Accomplishments & Next Steps	We have contacted a vendor who specializes in this type of failure with a goal of evaluating options and securing consultant services to remedy. Given the time of year, many consultants and contractors are extremely busy. It seems likely that we will get better general response over the winter months - no change as of February

PAVEMENT MANAGEMENT	
<b>Project Description</b>	Will allow DPW to begin work as soon as the pavement plants open in the spring. Anticipate improvements to Old Mill Road, Yorkshire Lane, High Ridge Road, Forge Drive, Northgate, Anvil Drive, Brownstone Drive and Wyngate Road this year (per 10/6/2021 Pavement Management Plan, prepared by the Beta Group).
<b>Project Appropriation</b>	\$1,500,000.00
<b>Appropriation Spent</b>	\$1,349,563.77
<b>Project Manager</b>	Bruce Williams, Director of Public Works
<b>Key Accomplishments &amp; Next Steps</b>	Paving Management work for Spring 2022 - Fall 2022 are completed. This includes Chip Sealing, Crack Sealing, and Mill & Overlay roads and locations.

BUILDING #1 FLOOD PREVENTION	
<b>Project Description</b>	The Avon Room sustained flood damage during Hurricane Ida in August. The Town engaged Fuss & O'Neill to study the brook and the Avon Room and make recommendations to prevent future flooding. The report recommends \$50K in remediation work including a flood resistant door or barrier, removal of silt from the brook itself and the installation/reconstruction of a retaining wall.
<b>Project Appropriation</b>	\$50,000.00
<b>Appropriation Spent</b>	\$8,720.00
<b>Project Manager</b>	Bruce Williams, Director of Public Works
<b>Key Accomplishments &amp; Next Steps</b>	Dredged silt / cleaning of stream bed in Brook behind Buildings 1, 2, and APD. Next step is to repair fallen stone section of wall directly behind Building 1.

SENIOR CENTER HVAC SYSTEM REPLACEMENT	
<b>Project Description</b>	This project will replace the Senior Center's air handlers and condenser units. The system is original to the building and has exceeded its useful life. As of this writing, two of the six units have failed. These units serve the Community Room space which serves as a cooling center in the summer months and a warming center in the winter.
<b>Project Appropriation</b>	\$140,000.00
<b>Appropriation Spent</b>	\$62.09
<b>Project Manager</b>	Bruce Williams, Director of Public Works
<b>Key Accomplishments &amp; Next Steps</b>	Legal Notice run (Hartford Courant). Reviewing proposals to select a vendor to perform work.

AVON HISTORICAL SOCIETY SCHOOLHOUSE NO. 3 IMPROVEMENTS	
<b>Project Description</b>	In 2018, Town staff and the Avon Historical Society worked to develop a multi-year capital improvement plan for the adaptive reuse of Schoolhouse No. 3 located at 8 East Main Street. Schoolhouse No. 3 is the oldest public building in Avon and is listed on the State Register of Historic Places. The Town owns the structure and has entrusted it to the Society via a 99 year lease. The Schoolhouse serves as the Historical Society's official headquarters, archival storage facility and work space. At this time, the Schoolhouse is closed to the public due to a list of required improvements but there is a desire to reopen the building as a museum dedicated to Avon's history, particularly educational exhibits dedicated to the discovery of the Brian D. Jones Paleoindian site that was discovered in Fisher Meadows in 2019. To date we have completed basement upgrades including a new restroom, walls, kitchen, and flooring, and made repairs to the chimney cap and flashing on the roof. Outstanding projects that we aim to complete by 2024 are the removal and replacement of exterior siding, windows and rear exterior door; the replacement of roof on the rear addition; the installation of blown-in insulation inside all exterior walls; the installation of an HVAC system following museum recommendations; the upgrade of interior and exterior electrical and lighting; the installation of a fire alarm and security system; the installation of historically accurate custom front door; and the installation of a new rear door ramp in compliance with ADA. We estimate the total cost for the remaining work to be about \$113,000. There is about \$122,000 available for this project between the FY20 CIP, ARPA funds and donations/grant funds. The Historical Society was also recently informed that it was awarded \$15,000 from Connecticut Natural Gas under the 2022 Neighborhood Assistance Act program, bringing the total funding available to \$137,000.
<b>Project Appropriation</b>	\$50,000.00
<b>Appropriation Spent</b>	\$0.00
<b>Project Manager</b>	Alex Trujillo, Deputy Director of Public Works
<b>Key Accomplishments &amp; Next Steps</b>	Final HVAC Contractors and General Contractor quotes in, pending meeting with DPW Director and Teri Wilson.

SYCAMORE HILLS POOL REPAIR	
<b>Project Description</b>	Sycamore Hills Main Pool has cracks in the concrete, the stairs are starting to deteriorate and the returns no longer adjust and need to be replaced. During COVID the pool was heavily used daily. This preventative maintenance could prevent an emergency closing during the season and remove an important recreational asset that members relied on for outdoor activities.
<b>Project Appropriation</b>	\$16,050.00
<b>Appropriation Spent</b>	\$16,000.00
<b>Project Manager</b>	Ruth Checko, Director of Recreation & Parks
<b>Key Accomplishments &amp; Next Steps</b>	The work on the concrete stair in the circle section of the pool has been completed. The crack has been repaired as well. The stairs and crack repair will not be painted until spring. The pool is winterized.

SYCAMORE HILLS PLAYScape	
<b>Project Description</b>	This playscape is almost 30 years old and not ADA accessible. Components have been removed and the remaining ones are deteriorating from the sun. This project would cover removal, and installation of new equipment, surfacing. Total project cost is \$75,000. Balance of \$60,000 to be contributed by State Bond Commission. Project would remove existing playscape components and replace with a modest sized ADA accessible playscape.
<b>Project Appropriation</b>	\$75,000.00
<b>Appropriation Spent</b>	PO issued
<b>Project Manager</b>	Ruth Checko, Director of Recreation & Parks
<b>Key Accomplishments &amp; Next Steps</b>	The site has been boxed out and graded. The installer met staff on site recently to determine grading and mulch levels. The delivery date is set for March 15, 2023.

BUCKINGHAM BASEBALL INFIELD RENOVATION	
<b>Project Description</b>	Please recall that there is \$40,000 available for this project in the Fiscal Year 2022 capital budget. Based on increasing costs, we anticipate that additional funding is needed to complete this work. The project as proposed will renovate the infield, including the replacement of the material from the sub-base up to the engineered clay. The grass infield and pitcher's mound will be rebuilt, sodded and laser graded. The baselines lips and hills will be cut-back, laser graded and re-sodded. This will improve drainage and playability. Staff are prepared to complete this work this summer.
<b>Project Appropriation</b>	\$67,000.00
<b>Appropriation Spent</b>	\$67,000 spent
<b>Project Manager</b>	Ruth Checko, Director of Recreation & Parks
<b>Key Accomplishments &amp; Next Steps</b>	Revocations of the baseball infield took place during the months of late June into July. The field was rested and irrigated during this time and was ready for fall ball by Labor Day.

SYCAMORE HILLS SHADE SHELTERS	
<b>Project Description</b>	This project would add 2 pavilions/shade shelter to the Sycamore Hills Pool area and a third pavilion to the playground area. Additional shade is a frequent request of pool members.
<b>Project Appropriation</b>	\$32,500.00
<b>Appropriation Spent</b>	\$32,519.42
<b>Project Manager</b>	Ruth Checko, Director of Recreation & Parks
<b>Key Accomplishments &amp; Next Steps</b>	The 3 structures were assembled in October. The area around the shade shelters need to be graded and grass seed planted. There is also some finishing concrete work to be done.

SYCAMORE HILLS RECREATION AREA	
<b>Project Description</b>	This project will include improvements made to the Sycamore Hills pools and building, and facilities. Floors in both buildings will be painted. Lifeguard chairs will be replaced. Bathroom fixtures will be upgraded.
<b>Project Appropriation</b>	\$83,950.00
<b>Appropriation Spent</b>	\$0.00
<b>Project Manager</b>	Ruth Checko, Director of Recreation & Parks
<b>Key Accomplishments &amp; Next Steps</b>	Escalating costs have resulting in only doing priority projects. 4 Lifeguard chairs have been ordered. A PO has been issued to have the floors in bathhouse refinished. The bathroom fixtures will not be upgraded due to budget.

**TOWN OFFICE 365 IMPLEMENTATION**

<b>Project Description</b>	This project is the result of a recommendation from the Town's third-party cybersecurity audit report and our managed services provider, Cooperative Systems. The project will also be viewed positively by cyber insurance carriers when our policy comes up for renewal. The project involves migrating all Town and PD email accounts to a cloud service run by Microsoft. Cooperative Systems would administer the accounts and be responsible for making necessary configuration changes but the server would be outside of the Town's network, maintained and secured by Microsoft.
<b>Project Appropriation</b>	\$38,000.00
<b>Appropriation Spent to Date</b>	\$33,666.64
<b>Project Manager</b>	Glenn Grube, IT Committee Chairperson
<b>Key Accomplishments &amp; Next Steps</b>	Online, self-paced training for Teams distributed to TOA staff in February 2023.

**TOWN-WIDE FIBER NETWORK EXPANSION**

<b>Project Description</b>	The project will link approximately 20 Town and Board of Education facilities via fiber optic network. The project will benefit residents and Town and Board of Education staff by providing a broadband connection that can reach virtually unlimited speeds with low lag time. The project will provide more resilient, reliable and secure connections for Town operations. The Town anticipates that the project will result in significant annual operating savings as it will allow for the sharing and consolidation of technological resources across facilities. An initial \$25,000 has been appropriated to fund the submission of a pole attachment application. The Town has been awarded \$700,000 in state Urban Act Grant Funding to complete the installation of the fiber network and we anticipate that Town ARPA funding will cover the balance.
<b>Project Appropriation</b>	\$25,000.00
<b>Appropriation Spent to Date</b>	\$0.00
<b>Project Manager</b>	Glenn Grube, IT Committee Chairperson

AHS ROOF TOP UNITS - PHASE II	
<b>Project Description</b>	Continuation of a FY22 project, Phase 1 funded by CIP, Eversource rebates and operating budget. Phase II includes band room, auditorium, locker room.
<b>Project Appropriation</b>	\$320,000.00
<b>Appropriation Spent to Date</b>	\$189,869.00
<b>Project Manager</b>	Myles Altimus, BOE Director of Operations
<b>Key Accomplishments &amp; Next Steps</b>	New units installed by Trane Building Services- AHS Band Room and Auditorium. Working with Trane on scheduling Locker Room Project for Summer 2023. Trane has the equipment on hand.

AHS VARIABLE AIR VOLUME UNITS	
<b>Project Description</b>	A variable air volume (VAV) box is a part of an HVAC system. The VAV regulates the volume of the air to the room by opening or closing the damper, thus controlling the amount of air directed to the room. The high school's VAVs are 25 years old. The Board of Education would plan to replace all of the building's VAVs over the course of two summers.
<b>Project Appropriation</b>	\$341,000.00
<b>Appropriation Spent to Date</b>	\$0.00
<b>Project Manager</b>	Myles Altimus, BOE Director of Operations
<b>Key Accomplishments &amp; Next Steps</b>	Working with Trane to schedule Phase I Summer of 2023.

BOE DISTRICT-WIDE LIBRARY CARPET REPLACEMENT	
<b>Project Description</b>	The Board of Education is requesting funding to replace the carpet tiles in the library spaces. These older carpets cannot be cleaned well, resulting in the collection of bacteria and viruses. New carpet technology allows for easier cleaning and disinfecting. The library spaces are where students congregate and sit on the floor, especially in grades PK-6. In the absence of ARPA funding, this project will continue to be a priority of the Board in future capital budgets.
<b>Project Appropriation</b>	\$280,000.00
<b>Appropriation Spent to Date</b>	\$68,013.91
<b>Project Manager</b>	Myles Altimus, BOE Director of Operations
<b>Key Accomplishments &amp; Next Steps</b>	RBS, PGS, and TBS: Main Library Floor completed Summer 2022. Scheduling with contractor for AMS Main Floor and RBS,TBS, and PGS library classrooms/offices for Summer 2023. Waiting on final quote for AHS, then will schedule for Summer 2023.

BICYCLE & PEDESTRIAN MASTER PLAN	
<b>Project Description</b>	In December 2022, the Town Council awarded a contract to SLR International Corporation to develop a town-wide Bicycle & Pedestrian Master Plan. The goals of the plan are to improve mobility, connectivity, recreational opportunities and public health. The plan will also aim to enhance sustainability by encouraging non-motorized or public transportation options. Project deliverables will include a prioritized list of recommendations for new or improved bicycle and pedestrian connections and facilities, along with policy and operational recommendations. The project is anticipated to take about a year to complete. The consultant's scope of work includes a robust public involvement process.
<b>Project Appropriation</b>	\$75,000.00
<b>Appropriation Spent to Date</b>	\$0.00
<b>Project Manager</b>	Hiram Peck, Director of Planning & Community Development
<b>Key Accomplishments &amp; Next Steps</b>	Consultant is reviewing existing documents to aid in preparation of existing conditions assessment at this time. Consultant has developed a project website and plans to begin public involvement with an initial survey question in March. Consultant to attend March Council meeting.