



Council Agenda

Council Chambers
Windsor Town Hall
July 5, 2016



7:20 PM Public Hearing

To hear public comment on an ordinance entitled, "AN ORDINANCE APPROPRIATING \$345,000 FOR COSTS IN CONNECTION WITH STONE ROAD REHABILITATION FROM THE VICINITY OF BIRCHWOOD ROAD TO WINTERWOOD, INCLUDING IMPROVEMENTS TO KAREN CIRCLE, WEBBER ROAD, AND LOREN CIRCLE; AND AUTHORIZING THE ISSUE OF \$345,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

7:30 PM Regular Council Meeting

1. ROLL CALL
2. PRAYER – Councilor Jepsen
3. PLEDGE OF ALLEGIANCE – Councilor Jepsen
4. PROCLAMATIONS/AWARDS
5. PUBLIC COMMUNICATIONS AND PETITIONS
(Three minute limit per speaker)
6. REPORT OF APPOINTED BOARDS AND COMMISSIONS
 - a) Board of Education
 - b) Human Relations Commission
7. TOWN MANAGER'S REPORT
8. COMMUNICATIONS FROM COUNCIL MEMBERS
9. REPORTS OF STANDING COMMITTEES
10. ORDINANCES
11. UNFINISHED BUSINESS
 - a) *Approve an ordinance entitled, "AN ORDINANCE APPROPRIATING \$345,000 FOR COSTS IN CONNECTION WITH STONE ROAD REHABILITATION FROM THE VICINITY OF BIRCHWOOD ROAD TO WINTERWOOD, INCLUDING IMPROVEMENTS TO KAREN CIRCLE, WEBBER ROAD, AND LOREN CIRCLE; AND AUTHORIZING THE ISSUE OF \$345,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."



12. NEW BUSINESS

- a) "Approve closing the FY16 Stone Road Rehabilitation project and transferring the project balance into the Capital Projects Assigned Fund Balance (Town Manager)
- b) *Approve an appropriation of \$275,000 from the Capital Projects Assigned Fund Balance for the FY 2017 Stone Road Area Roadway Rehabilitation Project (Town Manager)
- c) *Introduce an ordinance entitled, "AN ORDINANCE APPROPRIATING \$190,000 FOR COSTS IN CONNECTION WITH DAY HILL ROAD PEDESTRIAN CIRCULATION IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$190,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION." (Town Manager)
- d) *Set a Public Hearing for August 1, 2016 at 7:20 p.m. (prevailing time) for an ordinance entitled, "AN ORDINANCE APPROPRIATING \$190,000 FOR COSTS IN CONNECTION WITH DAY HILL ROAD PEDESTRIAN CIRCULATION IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$190,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION" for multi-use path along Day Hill Road (Town Manager)
- e) *Set a Public Hearing for August 1, 2016 at 7:20 p.m. (prevailing time) regarding proposed sidewalk/multi-use path along segments of Day Hill Road per Sec 15-33 of the Windsor Code of Ordinances (Town Manager)
- f) *Approve a resolution to incorporate town owned land into the Old Iron Ore Road right-of-way (Town Manager)

13. *RESIGNATIONS AND APPOINTMENTS

14. MINUTES OF PRECEDING MEETINGS

- a) *Minutes of the June 20, 2016 Regular Town Council Meeting

15. PUBLIC COMMUNICATIONS AND PETITIONS

(Three minute limit per speaker)

16. EXECUTIVE SESSION

- a) Strategy and Negotiations with respect to collective bargaining (WPDEA, UPSEU)
- b) Discussion of the selection of a site or a lease, sale or purchase of real estate.

17. ADJOURNMENT

★Back-up included

Agenda Item Summary

Date: July 5, 2016

To: Honorable Mayor and Members of the Town Council

Prepared By: Victoria Houle, Project Engineer

Reviewed By: Peter Souza, Town Manager 

Subject: FY 17 Stone Road Area Roadway Rehabilitation

Background

Stone Road, in the Rainbow neighborhood, primarily serves existing residential streets and larger vacant or agricultural parcels. The present roadway south of Winterwood to Birchwood Road lacks proper drainage, has minimal depth of pavement, and is built on inadequate base material. Previous rehabilitation work was done on Stone Road from Rainbow Road to Winterwood in FY 12 and FY 13.

The purpose of this summary is to introduce an authorization and funding request for the second phase of the Stone Road Rehabilitation project and to expand the scope of work to include the pavement rehabilitation of three adjacent side streets: Karen Circle, Webber Road, and Loren Circle.

Discussion/Analysis

In early FY 16, the Town Council appropriated \$340,000 for the first phase of the Stone Road Rehabilitation project (East Granby town line to Birchwood) with the expectation that the second phase (Birchwood to Winterwood) would be approved in early FY 17. The two phases together were originally estimated to cost \$770,000 with contingency and bonding costs.

The roadway rehabilitation completed last fall between Birchwood Road and the East Granby town line was done utilizing a new technology known as “cold in-place recycling.” The method resulted in a significant cost savings for the project. The project has a remaining balance of approximately \$206,000.

The adopted CIP allocates \$430,000 in borrowing for the second phase of the Stone Road project, which is planned for FY 17. The current cost estimate to complete the pavement rehabilitation of Stone Road between Birchwood Road and Winterwood is \$345,000, so staff is requesting a reduced bonding amount of \$345,000 for the FY 17 project.

The adjacent side streets, Karen Circle, Webber Road, and Loren Circle, off of Stone Road are also in need of pavement rehabilitation. Town staff is recommending the rehabilitation of these streets be completed in conjunction with the section of Stone Road between Birchwood Road and Winterwood scheduled for FY 17. Doing so would allow the town to take advantage of project management efficiencies and lower mobilization costs for contractors.

The cost estimate for the pavement rehabilitation of the three adjacent side streets, Karen Circle, Webber Road, and Loren Circle is \$275,000.

The proposed pavement rehabilitation project for Stone Road and adjacent streets will include the installation of storm drainage, a combination of milling, reclamation, or removal of existing pavement, new pavement overlay, and other miscellaneous related work along the roadway. All pavement work will take place within the existing edges of roadway with minor changes to provide for better alignment.

Financial Impact

The estimated project cost is \$620,000. Here is a breakdown:

Stone Road (Birchwood to Winterwood)	\$345,000
Karen Cir, Webber & Loren	<u>\$275,000</u>
	\$620,000

It is proposed the project be funded as follows:

New bond issuance	\$345,000
<u>Transfer from Capital Projects Fund Assigned Fund Balance</u>	<u>\$275,000</u>
<i>Total</i>	<i>\$620,000</i>

Cash funding would come from the Capital Projects Assigned Fund Balance after approximately \$206,000 is placed back into the fund from the balance of the FY 16 Stone Road Rehabilitation project.

The first year debt service on a \$345,000 bond is estimated at \$36,500 based on a 12 year term at a 2.25% interest rate. Debt service payments would begin in Fiscal Year 2018.

When compared to the adopted CIP funding for the combined FY 16 and FY 17 Stone Road projects (\$770,000), the revised and expanded scope of work for both years results in an estimated project cost savings of \$15,000.

The proposed work on all four streets (Stone Road, Karen Circle, Webber Road, and Loren Circle) will be managed by staff as one project. Although cash funding is being allocated for the side streets, the bond ordinance has been drafted to include all four streets such that the monies may be combined into one financial project account.

Other Board Action

The Town Planning and Zoning Commission recommended approval of the Stone Road portion of the project in accordance with C.G.S. Section 8-24 at its June 14, 2015 meeting. There is no Town Planning & Zoning review needed for the three additional streets as they are being milled and repaved versus a more intensive reclamation method.

Recommendations

If the Town Council is in agreement, the following motions are recommended for approval:

1) Waiving of the Reading

“RESOLVED, that the reading into the minutes of the text of the ordinance entitled, “AN ORDINANCE APPROPRIATING \$345,000 FOR COSTS IN CONNECTION WITH STONE ROAD REHABILITATION FROM THE VICINITY OF BIRCHWOOD ROAD TO WINTERWOOD, INCLUDING IMPROVEMENTS TO KAREN CIRCLE, WEBBER ROAD, AND LOREN CIRCLE; AND AUTHORIZING THE ISSUE OF \$345,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION” is hereby waived, the full text of the ordinance having been distributed to each member of the Council and copies made available to those persons attending this meeting; and the full text of the ordinance be recorded with the minutes of this meeting.”

2) Approval of Bond Ordinance

“MOVE to approve a bond ordinance entitled, “AN ORDINANCE APPROPRIATING \$345,000 FOR COSTS IN CONNECTION WITH STONE ROAD REHABILITATION FROM THE VICINITY OF BIRCHWOOD ROAD TO WINTERWOOD, INCLUDING IMPROVEMENTS TO KAREN CIRCLE, WEBBER ROAD, AND LOREN CIRCLE; AND AUTHORIZING THE ISSUE OF \$345,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.”

Attachments

Bond ordinance

AN ORDINANCE APPROPRIATING \$345,000 FOR COSTS IN CONNECTION WITH STONE ROAD REHABILITATION FROM THE VICINITY OF BIRCHWOOD ROAD TO WINTERWOOD, INCLUDING IMPROVEMENTS TO KAREN CIRCLE, WEBBER ROAD, AND LOREN CIRCLE; AND AUTHORIZING THE ISSUE OF \$345,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION

BE IT HEREBY ORDAINED,

Section 1. That the Town of Windsor appropriate THREE HUNDRED FORTY-FIVE THOUSAND DOLLARS (\$345,000) for costs in connection with the rehabilitation of a portion of Stone Road, from the vicinity of Birchwood Road to Winterwood, and improvement of pavement conditions and drainage characteristics of nearby streets including Karen Circle, Webber Road, and Loren Circle, including milling, reclamation, removal of existing pavement, pavement overlay, installation of storm drainage, and other miscellaneous related work. The appropriation may be spent for design, construction and installation costs, equipment, materials, engineering, inspection and consultant fees, administrative costs, printing, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project and its financing. The Town Engineer is authorized to determine the scope and particulars of the project and may reduce or modify the project scope, and the entire appropriation may be expended on the project as so reduced or modified.

Section 2. That the Town issue bonds or notes in an amount not to exceed THREE HUNDRED FORTY-FIVE THOUSAND DOLLARS (\$345,000) to finance the appropriation for the project. The amount of bonds or notes authorized to be issued shall be reduced by the amount of grants received by the Town for the project and not separately appropriated to pay additional project costs. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

Section 3. That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes or the receipt of grants for the project. The amount of the notes outstanding at any time shall not exceed THREE HUNDRED FORTY-FIVE THOUSAND DOLLARS (\$345,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes if the notes do not mature within the time permitted by said Section 7-378.

Section 4. That the Town Manager and either the Treasurer or the Director of Finance of the Town shall sign any bonds or notes by their manual or facsimile signatures. The Director of Finance shall keep a record of the bonds and notes. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The Town Manager and either the Treasurer or the Director of Finance are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be the certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.

Section 5. That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and either the Treasurer or the Director of Finance are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

Section 6. That the Town Manager and either the Treasurer or the Director of Finance are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or note to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.

Section 7. That the Town Council, the Town Manager, the Treasurer, the Director of Finance, the Director of Public Works, Town Engineer and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds or notes to finance the aforesaid appropriation.

APPROVED AS TO FORM:

Bond Counsel

ATTEST:

Town Clerk

Distributed to Town Council _____ 6/20/16

Public Hearing Advertised _____ 6/24/16

Public Hearing _____ 7/5/16

Adopted _____

Advertised _____

Effective Date _____

Agenda Item Summary

Date: July 5, 2016

To: Honorable Mayor and Members of the Town Council

Prepared By: Victoria Houle, Project Engineer

Reviewed By: Peter Souza, Town Manager 

Subject: Close Out and Transfer of Funds from the FY16 Stone Road Rehabilitation Project Account

Background

In 2015, the Town Council approved an ordinance appropriating \$340,000 for costs in connection with the roadway rehabilitation of Stone Road between Winterwood and the East Granby town line. The Stone Road Rehabilitation project was completed under budget due to the utilization of a newer construction technology.

Discussion/Analysis

In 2015, a portion of Stone Road between Birchwood Road and the East Granby town line was completed utilizing a new technology known as “cold in-place recycling.” The use of this technology and construction method resulted in a cost savings for the project. To date, the project has a remaining fund balance of \$206,283.97. Closing out the project would return the project’s remaining balance to the Capital Projects Assigned Fund Balance, where it could be utilized to facilitate the completion of additional road rehabilitation work on Stone Road as well as road work on Karen Circle, Webber Road and Loren Circle. The additional road rehabilitation work, which is scheduled for FY17, is projected to cost \$620,000.

Financial Impact

The project close-out of the FY16 Stone Road Rehabilitation project (#9406) will return funds in the amount of \$206,283.97 to the Capital Projects Assigned Fund Balance.

The estimated project cost for the FY 17 phase is \$620,000. Here is a breakdown:

Stone Road (Birchwood to Winterwood)	\$345,000
Karen Cir, Webber & Loren	<u>\$275,000</u>
	\$620,000

It is proposed the project be funded as follows:

New bond issuance	\$345,000
<u>Transfer from Capital Projects Fund Assigned Fund Balance</u>	<u>\$275,000</u>
<i>Total</i>	<i>\$620,000</i>

Cash funding would come from the Capital Projects Assigned Fund Balance after approximately \$206,000 is placed back into the fund from the balance of the FY 16 Stone Road Rehabilitation project.

The first year debt service on a \$345,000 bond is estimated at \$36,500 based on a 12 year term at a 2.25% interest rate. Debt service payments would begin in Fiscal Year 2018.

When compared to the adopted CIP, funding for the combined FY 16 and FY 17 Stone Road projects (\$770,000), the revised and expanded scope of work for both years results in an estimated project cost savings of \$15,000.

Other Board Action

None

Recommendations

If the Town Council is in agreement, the following motions are recommended for approval:

ITEM 12 A – Project Closeout

“MOVE that FY16 Stone Road Rehabilitation project (#9406) be closed and that the remaining funds in the amount of \$206,283.97 be transferred into the Capital Projects Assigned Fund Balance.”

ITEM 12 B – Approve \$275,000

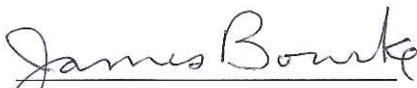
“MOVE that \$275,000 be appropriated and transferred from the Capital Projects Assigned Fund Balance to the Stone Road Rehabilitation project from the vicinity of Birchwood Road to Winterwood, including improvements to Karen Circle, Webber Road, and Loren Circle.”

Attachments

None

Certification

I hereby certify that \$275,000 is available in the Capital Projects Assigned Fund Balance to fund the above appropriation.



James Bourke

Assistant Finance Director

Agenda Item Summary

Date: July 5, 2016

To: Honorable Mayor and Members of the Town Council

Prepared By: Victoria Houle, Project Engineer

Reviewed By: Peter Souza, Town Manager 

Subject: Funding Authorization of FY17 Day Hill Road Pedestrian Circulation Improvements

Background

The town has developed a multi-year program to complete pedestrian circulation enhancements throughout the Day Hill Corporate area. The vision for the Day Hill Road Corridor is to provide a continuous 10-foot wide bituminous concrete path along the frontage of Day Hill Road with 5-foot wide sidewalk segments along connecting roadways. The program also includes the installation of bus shelters along the corridor.

In the past five years, the town has installed a sidewalk along Northfield Drive, a 10-foot wide multi-use path along Day Hill Road in front of Konica Minolta, and two bus shelters. Additionally, as part of recent private development, multi-use path and sidewalk segments have been constructed in front of the new ISO building, as well as along Old Iron Ore Road and Goodwin Drive.

The purpose of this agenda item is to introduce a request for project authorization and funding for the multi-use path sections identified in the FY17 proposed improvements.

Discussion/Analysis

The FY17 proposed improvements include the installation of a 10-foot wide bituminous path beginning at 910 Day Hill Road extending to the west of the intersection of Day Hill Road and Prospect Hill Road as well as a section of 10-foot wide multi-use path on the south side of Day Hill Road in front of ComTrust Credit Union to connect the existing path west of Goodwin Drive to the path across from the former ABB - Combustion Engineering campus. The installation of a bus shelter on the north side of Day Hill Road at Integrity Way is also proposed.

Typically, sidewalks are constructed within the town's right-of-way along the roadway; however, there is not enough area within the right-of-way to accommodate the proposed 10-foot wide path segment and appropriate snow shelf distance from the roadway. Consequently, easements are required along this stretch of Day Hill Road to allow for the path construction and future structural maintenance by the town. Due to the number of property owners within the project limits, eight (8) easements on the north side of Day Hill Road have been identified. Staff has discussed the project with all current property owners, all of which have indicated support of

the multi-use path construction and intent to grant the proposed easements upon Council approval. One easement from ComTrust Credit Union will be required for the path segment on the south side of the road. Previous discussions with ComTrust Credit Union have indicated support of pedestrian improvements within the corridor. Discussions related to the easement at this location are underway with ComTrust Credit Union.

Town staff has also been evaluating the need for bus shelters along the Day Hill Road corridor and is proposing the installation of a bus shelter on the north side of Day Hill Road at Integrity Way as part of the project.

Financial Impact

The estimated project cost is \$370,000. It is proposed to fund the projects as follows:

New bond issuance	\$190,000
<u>Transfer from Capital Projects Fund Assigned Fund Balance</u>	<u>\$180,000</u>
<i>Total</i>	<i>\$370,000</i>

The cash funded portion of the project will be formally requested on August 1st. Cash funding would come from the Capital Projects Assigned Fund Balance after approximately \$180,000 is placed back into the fund from the balance of the FY13 and FY14 Day Hill Road Pedestrian Improvements projects (approximately \$30,000 and \$150,000 respectively).

The first year debt service on a \$190,000 bond is estimated at \$20,000 based on a 12 year term at 2.25% interest rate. Debt service payments would begin in Fiscal Year 2018.

Other Board Action

Town Council is requested to hold a public hearing on the proposed multi-use path segment locations pursuant to *Windsor Code of Ordinances* Section 15-33 at its upcoming regularly scheduled meeting of August 1, 2016.

The Town Planning and Zoning Commission will be requested to recommend approval of this project in accordance with both *Windsor Code of Ordinances* Section 15-32 and C.G.S. Section 8-24 at its upcoming regularly scheduled meeting of July 12, 2016.

Recommendations

If the Town Council is in agreement, the following motions are recommended for approval:

- 1) Waiving of the Reading

“RESOLVED, that the reading into the minutes of the text of the ordinance entitled, “AN ORDINANCE APPROPRIATING \$190,000 FOR COSTS IN CONNECTION WITH DAY HILL ROAD PEDESTRIAN CIRCULATION IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$190,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION” is hereby waived, the full text of the ordinance having been distributed to each member of the Council and copies made available to those persons attending this meeting; and the full text of the ordinance be recorded with the minutes of this meeting.”

2) Introduce a Bond Ordinance

“MOVE to introduce a bond ordinance entitled, “AN ORDINANCE APPROPRIATING \$190,000 FOR COSTS IN CONNECTION WITH DAY HILL ROAD PEDESTRIAN CIRCULATION IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$190,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.”

3) Set a Special Public Hearing

“RESOLVED, that a Public Hearing be set for August 1, 2016 at 7:20 p.m. (prevailing time) to approve or disapprove the foregoing ordinance entitled, “AN ORDINANCE APPROPRIATING \$190,000 FOR COSTS IN CONNECTION WITH DAY HILL ROAD PEDESTRIAN CIRCULATION IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$190,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.”

And

“BE IT FURTHER RESOLVED, that the Town Clerk is authorized and directed to post and publish notice of said Public Hearing.”

Attachments

Bond ordinance

AN ORDINANCE APPROPRIATING \$190,000 FOR COSTS IN CONNECTION WITH DAY HILL ROAD PEDESTRIAN IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$190,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION

BE IT HEREBY ORDAINED,

Section 1. That the Town of Windsor appropriate ONE HUNDRED NINETY THOUSAND DOLLARS (\$190,000) for costs in connection with Day Hill Road pedestrian improvements, including a new 10-foot multi-use bituminous path along the north side of Day Hill Road beginning at 910 Day Hill Road and extending to the intersection of Prospect Hill Road and Day Hill Road as well as a section of 10-wide multi-use path on the south side of Day Hill Road in front of 1901 Day Hill Road to connect the existing path west of Goodwin Drive to the path at 35 Great Pond Drive, and, as necessary to improve pedestrian access, the installation of crosswalks and sidewalk ramps along the length of the sidewalk, including signal improvements and installation of mid-block crossings and pedestrian safety improvements, installation of a bus shelter within the project limits, and related improvements. The appropriation may be spent for design, construction and installation costs, equipment, materials, engineering, inspection and consultant fees, administrative costs, printing, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project and its financing. The Town Engineer is authorized to determine the scope and particulars of the project and may reduce or modify the project scope, and the entire appropriation may be expended on the project as so reduced or modified.

Section 2. That the Town issue bonds or notes in an amount not to exceed ONE HUNDRED NINETY THOUSAND DOLLARS (\$190,000) to finance the appropriation for the project. The amount of bonds or notes authorized to be issued shall be reduced by the amount of grants received by the Town for the project and not separately appropriated to pay additional project costs. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

Section 3. That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes or the receipt of grants for the project. The amount of the notes outstanding at any time shall not exceed ONE HUNDRED NINETY THOUSAND DOLLARS (\$190,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes if the notes do not mature within the time permitted by said Section 7-378.

Section 4. That the Town Manager and either the Treasurer or the Director of Finance of the Town shall sign any bonds or notes by their manual or facsimile signatures. The Director of Finance shall keep a record of the bonds and notes. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The Town Manager and either the Treasurer or the Director of Finance are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be the certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.

Section 5. That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and either the Treasurer or the Director of Finance are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

Section 6. That the Town Manager and either the Treasurer or the Director of Finance are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or note to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.

Section 7. That the Town Council, the Town Manager, the Treasurer, the Director of Finance, the Director of Public Works and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds or notes to finance the aforesaid appropriation.

APPROVED AS TO FORM:

Bond Counsel

ATTEST:

Town Clerk

Distributed to Town Council _____

Public Hearing Advertised _____

Public Hearing _____

Adopted _____

Advertised _____

Effective Date _____

Agenda Item Summary

Date: July 5, 2016

To: Honorable Mayor and Members of the Town Council

Prepared By: Robert Jarvis, Town Engineer

Reviewed By: Peter Souza, Town Manager 

Subject: Day Hill Road Pedestrian Circulation Enhancements –
Construction of New Multi-Use Path

Background

The town has developed a multi-year program to complete pedestrian circulation enhancements throughout the Day Hill Corporate area. The vision for the Day Hill Road Corridor is to provide a continuous 10-foot wide bituminous concrete path along the frontage of Day Hill Road with 5-foot wide sidewalk segments along connecting roadways. In the past five years, the town has installed a sidewalk along Northfield Drive, a 10-foot wide multi-use path along Day Hill Road in front of Konica Minolta, and two bus shelters. Additionally, as part of recent private development, multi-use path and sidewalk segments have been constructed in front of the new ISO building, as well as along Old Iron Ore Road and Goodwin Drive.

The purpose of this agenda item is to request the Town Council to set a public hearing regarding the proposed multi-use path sections as outlined in the attached location map in accordance with Section 15-33 of the *Town of Windsor Code of Ordinances*.

Discussion/Analysis

The FY17 proposed improvements include the installation of a 10-foot wide bituminous path beginning at 910 Day Hill Road and extending west to the intersection of Day Hill Road and Prospect Hill Road as well as a section of 10-wide multi-use path on the south side of Day Hill Road in front of the ComTrust Credit Union to connect the existing path west of Goodwin Drive to the path across from the former ABB – Combustion Engineering campus. The installation of a bus shelter on the north side of Day Hill Road at Integrity Way is also proposed.

Typically, sidewalks are constructed within the town's right-of-way along the roadway; however, there is not enough area within the right-of-way to accommodate the proposed 10-foot wide path segment and appropriate snow shelf distance from the roadway. Consequently, easements are required along this stretch of Day Hill Road to allow for the path construction and future structural maintenance by the town. Due to the number of property owners within the project limits, eight (8) easements along the north side of Day Hill Road have been identified. Staff has discussed the project with these property owners, all of which have indicated support of the multi-use path construction and intent to grant the proposed easements upon Council approval. One easement from ComTrust Credit Union will be required for the path segment on the south side of the road. Previous discussions with ComTrust Credit Union have indicated

support of pedestrian improvements within the corridor. Discussions related to the easement at this location are underway with ComTrust Credit Union.

Town staff has also been evaluating the need for bus shelters along the Day Hill Road corridor and will look at installing a bus shelter on the north side of Day Hill Road at Integrity Way in conjunction with the FY17 improvements.

At this time, the Council is being requested to hold a public hearing in accordance with Section 15-33 of the *Town of Windsor Code of Ordinances* regarding the proposed multi-use path and bus shelter location for FY17 construction.

Financial Impact

Request for funding of the proposed improvements is being requested under a separate agenda item.

Other Board Action

The Town Planning and Zoning Commission will review the proposed path segment locations at their regularly scheduled meeting of July 12, 2016 pursuant to *Town of Windsor Code of Ordinances* Section 15-32 as well as Section 8-24 of the Connecticut General Statutes.

Recommendations

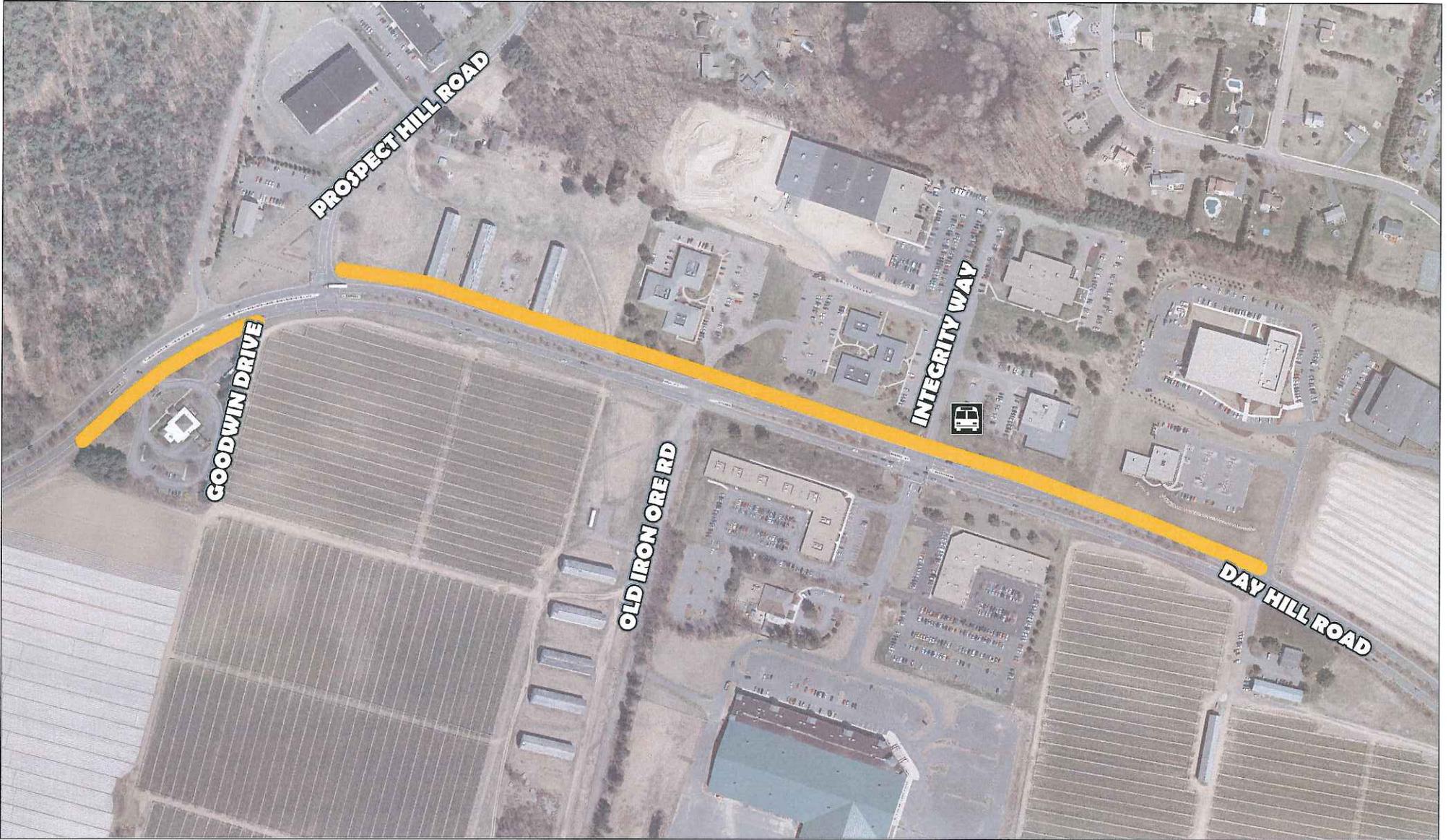
If the Town Council is in agreement, the following motion is recommended for approval:

- 1) Set a Public Hearing

“RESOLVED, that a Public Hearing be held at the Windsor Town Hall on Monday, August 1, 2016 at 7:20 p.m. (prevailing time) regarding the proposed multi-use path segment locations in the Day Hill Road Corridor pursuant to Section 15-33 of the *Town of Windsor Code of Ordinances* and be it “FURTHER RESOLVED, that the Town Clerk is authorized and directed to post and publish notice of said Public Hearing.”

Attachments

Map – Proposed FY17 Multi-Use Path Segment Locations



PROPOSED FY17 MULTI-USE PATH SEGMENT LOCATIONS



Prepared: June 27, 2016

Agenda Item Summary

Date: July 5, 2016

To: Honorable Mayor and Members of the Town Council

Prepared by: Eric Barz, Town Planner

Reviewed by: Peter Souza, Town Manager 

Subject: Resolution Incorporating Town Owned Land into the Old Iron Ore Road Right-of-Way

Background

When the Iron Ore Technology Park, containing 995, 1001, 1045, and 1095 Day Hill Road, was created by subdivision, it was believed that the right-of-way for the adjacent Old Iron Ore Road was deficient in width for a future industrial road. A five-foot wide by 1,521 foot long strip (0.177 acres) was deeded to the town to complete the necessary 60-foot right-of-way. A subsequent title search revealed that Old Iron Ore Road was not a town right-of-way. When Griffin Land developed Old Iron Ore Road for KTR and Amazon, they used 60 feet of their own land to construct Iron Ore Road. This leaves the five-foot strip of town-owned land between 1101, 1045, and 1095 Day Hill Road and the Old Iron Ore Road public right-of-way, precluding legal frontage on Old Iron Ore Road for any land to the east of the five-foot strip under the Windsor Zoning Regulations.

While all of these properties currently have frontage on and access to Day Hill Road, the owner of the parcel containing both 1045 and 1095 Day Hill Road wishes to sell the former daycare center at 1045 Day Hill Road, which is to the rear of 1095. The only way to split this parcel and meet both the area and frontage requirements under zoning, is to provide frontage for 1045 Day Hill Road on Old Iron Ore Road. 1045 Day Hill Road would continue to access Day Hill Road over the 1001 Day Hill Road driveway.

Discussion/Analysis

Town ownership of the five-foot strip adjacent to the road right-of-way does not automatically confer right-of-way status to the strip of land. Adding the five-foot strip to the Old Iron Ore Road right-of-way would create a 65-foot right-of-way fronting the west side of 1001, 1045, and 1095 Day Hill Road, permitting the sale of 1045 Day Hill Road as a legal conforming lot.

Financial Impact

None

Other Board Action

None

Recommendation

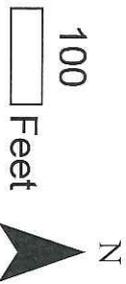
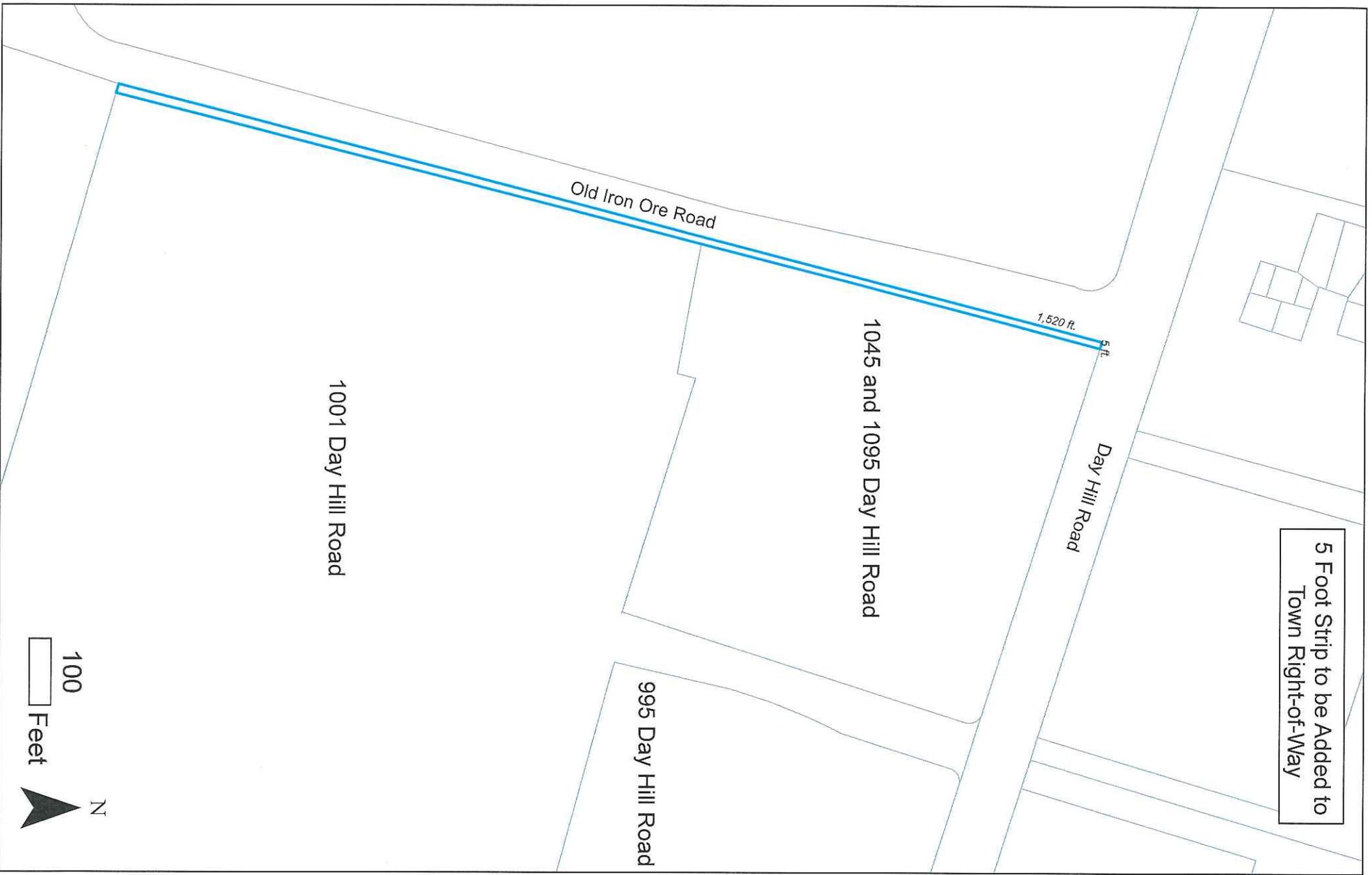
If the Town Council is in agreement, the following motion is recommended for approval:

“MOVE to incorporate the 0.177 acre five-foot strip of town-owned land adjacent to Old Iron Ore Road into the Old Iron Ore Road right-of-way.”

Attachment

Location Map

5 Foot Strip to be Added to
Town Right-of-Way



995 Day Hill Road

1045 and 1095 Day Hill Road

1001 Day Hill Road

Old Iron Ore Road

Day Hill Road

1,520 ft.

5 ft.

Town Council

July 5, 2016

Resignations

- A. Accept the resignation of Richard Armstrong from the Human Relations Commission

Appointments / Reappointments (to be acted upon at tonight's meeting)

None

Names submitted for consideration of appointment

A. One *Republican* Member

Great Pond Improvement District Board

Four Year term to expire July 20, 2020 or until a successor is appointed

(Warren Johnson – reappointment)

“MOVE to REAPPOINT Warren Johnson as a Republican member to the Great Pond Improvement District Board for a four year term to expire July 20, 2020 or until a successor is appointed.”

**Town Council
Council Chambers
Windsor Town Hall
June 20, 2016
Regular Council Meeting**

UNAPPROVED MINUTES

1) ROLL CALL

Mayor Trinks called the meeting to order at 7:30 p.m. Present were Mayor Donald Trinks, Councilor Randy McKenney, Councilor Alan Simon, Councilor Jill Jenkins, Deputy Mayor Jody Terranova, Councilor Donald Jepsen, Councilor James Govoni, and Councilor Bernard Petkis.

Councilor Kenneth Wilkos was absent.

2) PRAYER – Councilor Govoni prayed.

3) PLEDGE OF ALLEGIANCE – Councilor Govoni led in the Pledge of Allegiance.

4) PROCLAMATIONS/AWARDS – None

5) PUBLIC COMMUNICATIONS AND PETITIONS

George Slate of 74 Ethan Drive spoke about the Public Safety Complex project and the property tax impact that such a project would have on the town. He also said that any vote to change the Town Charter should be done during a presidential election.

6) REPORT OF APPOINTED BOARDS AND COMMISSIONS

a) Public Building Commission (PBC)

PBC Chairman Bob Gustafson provided information about several ongoing projects.

- Animal Shelter Relocation project: The PBC has completed its executive study of costs for a smaller animal shelter building and an animal shelter internal to an existing building.
- Clover Street School Partial Roof Replacement Design: Town staff has a final drawing review meeting with the state scheduled for June 28th. This is the last step in supplying documentation to the state to receive grant approval for the roof project. The roof replacement is still anticipated to be completed during school summer recess.
- Clover Street School HVAC project: The PBC has authorized the town attorney to send the contractor, B & G Mechanical, a demand letter informing them to stop project work as it relates to the programming of the DDC Controls, but they are to continue on in all other aspects of their contractual obligations to the town. The PBC will hire another company to finish the job.
- Landfill Office Garage Renovation project: The contractor, Millennium Builders, is 50% completed with this project. Unknown masonry and steel deterioration issues were

uncovered and have been corrected by the contractor. The project is expected to be completed in July.

- Town Hall HVAC, Electrical, and Energy project: The contractor, Facility Solutions Group is scheduled to start the town hall LED lighting portion of this project this month. This work is anticipated to be completed in August.
- LP Wilson Restroom and EOS Shower project: Town staff received bids on June 8, 2016. The PBC, at its meeting last week, awarded the project to the low bidder, Pelletier Construction Management. We anticipate work to begin on August 1, 2016 and it will take six months to complete.
- Windsor High School Door and Fire Alarm Replacement project: The PBC awarded this project to the low bidder, Keltra Construction. The work is scheduled to begin next week and be completed by August 15th.

Councilor Jenkins asked if the Clover Street School HVAC project will be completed by the beginning of school. Mr. Gustafson answered yes.

Mayor Trinks asked what the exterior of the proposed stand-alone animal shelter building would be made of. Mr. Gustafson said it is sculptured cement block.

Mayor Trinks asked what the timeline is to build an animal shelter. Town Manager Souza said the timeline would be impacted by the details in the grant award agreement.

Mayor Trinks asked if the town staff could perform site work on the animal shelter project. Mr. Gustafson said it is possible for the sidewalks to be indefinitely postponed in order to save \$74,000. He also mentioned that there is the potential for Public Works to perform approximately \$104,000 of site work for the animal shelter project.

Mayor Trinks asked if the Animal Control Officer reviewed the preliminary drawings to make sure that the proposals presented are in compliance with state regulations. Mr. Gustafson explained that the Animal Control Officer and Police Chief reviewed the proposals and that the drawings are in accordance with state requirements.

Mayor Trinks said his vision was to save trees on the property where the animal shelter would be built. Councilor Govoni explained the history of the property based on his visitation of the site and discussions with other people. He said cutting of trees could be done in accordance with further review of the site.

Councilor Jenkins sought clarification about the façade proposed on the back wall. She proposed a wood façade in order to better accommodate for future expansion. Mr. Gustafson said there is no brick façade over the concrete block. Town Manager Souza explained that elevations distributed have not been fully updated as to reflect the PBC's latest changes to the façade on the back wall.

Councilor Simon expressed his pleasure with the progress of the animal shelter. He cited the reasonable cost of proposed construction, the town's ability to pay for the project with the aid of a state grant, and the opportunity for the town to borrow less for this particular project.

Councilor Govoni spoke in favor of masonry work being utilized for the new structure in consideration of long-term durability.

Councilor Jepsen asked for clarification regarding the state grant award. Town Manager Souza provided details about the match requirement and what the grant monies can be used for.

Mayor Trinks asked for clarification about the process going forward. Town Manager Souza said that the next decision for the Town Council is to provide direction to the PBC and staff as to whether or not the animal shelter should be a stand-alone facility or consider having the shelter be in an existing building. Town Manager Souza said a site plan approval and sidewalk waiver would have to be approved by the Town Planning and Zoning Commission.

b) Housing Code Board of Appeals

Chairman John Sasportas distributed a written summary of the Board's activities over the past year. He said there have been two items discussed since the last report to the Town Council. One in September of 2015 and the other in March of 2016. He provided a brief review of the outcome of each issue. Chairman Sasportas provided a summary of current Board membership.

7) TOWN MANAGER'S REPORT

Taxes Due July 1, 2016

Tax bills are scheduled to be mailed on June 24, 2016.

Real estate, personal property taxes and motor vehicle taxes on the Grand List of October 1, 2015 are due in full by July 1, 2016 and payable by August 1, 2016. Taxes are considered delinquent if unpaid on August 2nd. If any taxpayer has not received their tax bills by July 1, 2016, they should contact the Tax Office at 860-285-1810 to obtain a copy.

The Tax Office hours are Monday through Friday, from 8:00 AM to 5:00 PM or you can pay online with an electronic check or with your debit/credit card.

Detailed information is available on the town's website at www.townofwindsorct.com or by contacting the tax office at 860-285-1810.

Information From State of CT About Motor Vehicle Tax Bills

CT Department of Motor Vehicles and municipalities across the state are working to resolve some inconsistencies among residents' mailing addresses and domicile (town in which vehicle is garaged) addresses.

If you have received a tax bill from a town that you **did not** reside in, or garage your vehicle in as of October 1, 2015, contact the tax assessor from the town you received the bill from to request a transfer to the correct town/city of residency as of October 1, 2015.

It's Time to Get Ticked Off Event This Saturday

Visit Northwest Park on June 25th from 11:00 AM to 4:00 PM for a fun afternoon of activities and key note speakers on the importance of protecting your family from Lyme Disease. Free lunch and activities for children will be offered by Voices Against Lyme Disease CT, the Windsor Health Department and Northwest Park staff. The panelists of speakers begin at 1:30 PM. Register on line at townofwindsorct.com/recreation or call 860-930-2446.

Orlando Observance

The Human Relations Commission has organized a celebration of life and memorial for the victims of the Pulse, Orlando, FL tragedy.

The ceremony will be held Sunday, June 26th at 7:00 PM in the town hall council chambers. For more information call 860-285-1984.

Grant Funding for Northwest Park Energy Efficiency Upgrade

The town received a second 'Bright Idea Grant' in the amount of \$10,000 from Eversource. The grant has been used to upgrade the lighting at Northwest Park buildings to LED fixtures. It is projected that the conversion will reduce electricity consumption by approximately 15,200 kWh annually for a \$2,400 savings. This grant was earned through the town's participation in the Energize Connecticut Clean Energy Communities program.

Grant Award - Transit-Oriented Development and Responsible Growth Program

In February the Town Council authorized the submittal of a grant to the State of CT for the Animal Shelter Relocation and Site Development project under the Transit-Oriented Development and Responsible Growth Program. Two weeks ago, the Governor's Office announced the town has been selected to receive a grant under the program. We were one of the twenty approved applicants.

The announcement stated the grant amount from the state is \$993,000 which is the full amount requested in the Town's application. The project intent is to create a development-ready site near the commuter rail station in town center by providing for the relocation of the existing animal shelter, demolishing the existing facility and completing environmental assessment and remediation planning. The application included town matching funds in the amount of \$331,000.

We will be working with the State to get additional information on the next steps. I anticipate that a grant agreement and refined project scope with the State will need to be prepared. Once that is done we will be able to establish a project schedule.

My thanks to Jim Burke, our Economic Development Director for all of his work in preparing the grant application.

Farmer's Market to Begin June 23rd

First Town Downtown is bringing back the Farmers Market every Thursday this summer beginning June 23rd. The Farmer's Market will be held on Thursdays from 3:30 PM to 6:30 PM at 240 Broad Street (corner of Broad and Maple) through October 20th. A few new vendors

have been added this year as well as the variety of fresh locally grown produce and specialty items offered last year. For more information call 860-688-5715.

Delayed opening of Goslee Pool

Due to a failed motor, Goslee Pool is not opened as scheduled. We have moved swim lessons as well as lap and family swim to Veteran's Pool at Windsor High School. We are working on opening Veteran's Pool for the weekend of 6/25 and 6/26 and are working with the school district to provide weekend staffing during that time. Coordination with the school district is needed in order to provide access to shower facilities, as required by the State of Connecticut Public Health code.

This past weekend, swim lesson registrants as well as season pool pass holders were notified by phone and email of the scheduled changes. We also used social media and the town's website to notify the general public of the changes.

Councilor Govoni thanked Town Manager Souza and staff for their work in getting the grant for the dog pound relocation project.

8) COMMUNICATIONS FROM COUNCIL MEMBERS

Councilor McKenney - Nothing tonight.

Councilor Simon - Nothing tonight.

Councilor Govoni - Nothing tonight.

Councilor Jenkins extended her heart-felt sympathies to all those effected by the tragedy in Orlando. She encouraged people to attend the Human Relations Commission's memorial event scheduled for Sunday, June 26th at 7:00 p.m. at the Town Hall.

Deputy Mayor Terranova - Nothing tonight.

Councilor Jepsen congratulated all of the Windsor High School graduates.

Councilor Petkis announced that on Saturday, June 25th from 11:00 a.m. to 4:00 p.m. at Stop & Shop there will be a fundraiser event benefitting the young daughter of a Windsor Volunteer Firefighter. He also reminded people to keep their cars locked and secure so that auto thefts can be prevented.

Mayor Trinks - Nothing tonight.

9) REPORTS OF STANDING COMMITTEES

Town Improvements Committee – Councilor Simon said the Committee met last week and there are a few items on the agenda tonight related to the Committee's meeting.

Health & Safety Committee – Councilor Jenkins said the Committee met last week and that two issues were taken up. She said that the Committee discussed at length how the animal control

ordinance could be revised to address the issues that came before the Town Council. She said that they realized that there was nothing they could advise that would bring down the number of incidents. She said that people are going to have to be more diligent about keeping their dogs on a leash. Councilor Jenkins said the Committee was sensitive to the fact that dogs at Northwest Park are irritating people and the animals in the barn. She said the Committee would like to make people more aware of the ordinance. She suggested preparing a brochure to be placed in people's tax bills or in dog registration materials.

Councilor Govoni asked people to be respectful with their dogs at Northwest Park. He asked owners to consider leashing their dogs and to pick up after them.

Councilor Simon said that in consideration of the evidence provided by the Police Department, he was unpersuaded that there is a need to change the current ordinance that allows people to unleash their dogs at public open spaces where there is water access. He said the current ordinance mandates that owners maintain control of their dogs, even when the dogs are off leash.

Councilor Jenkins said the Committee has nothing to vote on at this point and that they ask the Town Manager to prepare a notice that would go out with the tax bills so that people can be made better aware of their responsibilities.

Councilor Jenkins went on to provide an overview of the traffic study discussion that took place at the last Health & Safety Committee meeting on the subject of why a disparity exists in the number of black and white drivers that the police stop. She said there was a great discussion about the new CAD system that is in place and how it would help reveal more specific stop data. She also said that the Police Chief provided his assurance that implicit bias training is being provided to officers on a continual basis. She said that the new CAD system will continue to monitor Windsor's traffic stop data. She said the goal is for stop data to show that stops are equal and fair.

Councilor Govnoni said the new CAD system data will be very important in terms of having accurate information.

Councilor Simon said that the new computer system can capture real-time information. He said he is pleased that the software allows us to run our own reports on a more frequent basis. He said the Committee asked for six months of data to be provided in January for their review.

Councilor Jenkins said the new software system will provide more accurate information because it forces officers to answer questions.

Joint Town Council/Board of Education Committee – None

Personnel Committee – None.

Special Projects Committee – None

Finance Committee – Deputy Mayor Terranova said the Committee met last week and addressed open purchase orders and transfers for the closing fiscal year.

10) ORDINANCES – None

11) UNFINISHED BUSINESS

a) Discussion of FY17-FY22 Capital Improvements Plan (CIP)

Town Manager Souza said the question is how the Town Council wishes to adjust the first year of the FY17 CIP. Councilor Simon explained how the proposed CIP is intertwined with FY17 revenues and a future Public Safety complex.

Councilor Jepsen expressed doubt that the Town could afford the proposed public safety complex in its current form. He said the project is intertwined with the Town Council's decision regarding FY17 CIP spending.

Councilor Simon suggested that the state grant award for the dog pound relocation would enable the town to forgo borrowing by almost \$1 million.

Councilor Simon suggested reducing the Community Investment Initiative down to \$1 million.

Councilor Jepsen asked how much it would cost to keep the existing Public Safety complex going for a while by making improvements to the roof and boiler. Town Manager Souza said roof replacement, heating ventilation and air conditioning replacements and potentially electrical upgrades would need to take place. He said such improvements would cost between \$4 million and \$5 million and may or may not include restroom improvements to the lobby.

Town Manager Souza said that such improvements would not address the operational needs of the Fire Department.

Councilor Simon said the immediate need is whether the Town Council wants to fund the Community Investment Initiatives in the total amount of \$1.3 million or \$1 million. He said once that decision is made, the Town Improvements Committee would reconvene and come up with a list of recommended projects for Town Council consideration. Councilor Simon said the \$1 million figure could increase in the future, depending on how FY17 goes.

Councilor Govoni asked the Town Manager if renovating portions of the existing public safety complex would trigger the requirement that the town make more upgrades at the complex. Town Manager Souza said he is not aware of any such triggers.

Councilor Jenkins expressed her concern about the town investing some money in the existing Public Safety Complex and being stuck there for ten, fifteen or twenty years.

Councilor Jepsen explained that incremental improvements made to the police side of the complex may be augmented by future improvements to the fire side.

Mayor Trinks asked if any of the Councilors objected to Councilor Simon's suggestion that the Town Improvements Committee come back with a proposal to spend \$1 million on the Capital Investment Initiative projects. No objections were raised.

12) NEW BUSINESS

- a) Discussion of Fiscal Year 2017 Community Investment Initiative

The Town Council discussed this item in conjunction with the previous agenda item.

- b) Approve Fiscal Year 2016 Year End Purchase Orders

Deputy Mayor Terranova MOVED and Councilor Jepsen seconded that the General Fund open purchase orders as of June 15, 2016 be approved until October 17, 2016.

Deputy Mayor Terranova explained the need for the motion.

Motion Passed 8-0-0 (Councilor Wilkos absent)

- c) Approve Fiscal Year 2016 Year End Transfers

Deputy Mayor Terranova MOVED and Councilor Jepsen seconded that the Director of Finance be granted approval of transfer authority to make year-end transfers in the General Fund of not more than \$5,000 per account and to approve a transfer of \$34,550 from Public Works to General Government to cover the year-end projected deficit.

Deputy Mayor Terranova explained the need for the motion.

Motion Passed 8-0-0 (Councilor Wilkos absent)

- d) Introduce an ordinance entitled, "AN ORDINANCE APPROPRIATING \$345,000 FOR COSTS IN CONNECTION WITH STONE ROAD REHABILITATION FROM THE VICINITY OF BIRCHWOOD ROAD TO WINTERWOOD, INCLUDING IMPROVEMENTS TO KAREN CIRCLE, WEBBER ROAD AND LOREN CIRCLE; AND AUTHORIZING THE ISSUE OF \$345,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

Councilor Jepsen MOVED and Deputy Mayor Terranova seconded the adoption of the following resolution: RESOLVED, that the reading into the minutes of the text of the ordinance entitled, "AN ORDINANCE APPROPRIATING \$345,000 FOR COSTS IN CONNECTION WITH STONE ROAD REHABILITATION FROM THE VICINITY OF BIRCHWOOD ROAD TO WINTERWOOD, INCLUDING IMPROVEMENTS TO KAREN CIRCLE, WEBBER ROAD, AND LOREN CIRCLE; AND AUTHORIZING THE ISSUE OF \$345,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION" is hereby waived, the full text of the ordinance having been distributed to each member of the Council and copies made available to those persons attending this meeting; and the full text of the ordinance be recorded with the minutes of this meeting.

Motion Passed 8-0-0 (Councilor Wilkos absent)

Councilor Jepsen MOVED and Councilor Simon seconded to introduce a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$345,000 FOR COSTS IN CONNECTION WITH STONE ROAD REHABILITATION FROM THE VICINITY OF BIRCHWOOD ROAD TO

WINTERWOOD, INCLUDING IMPROVEMENTS TO KAREN CIRCLE, WEBBER ROAD, AND LOREN CIRCLE; AND AUTHORIZING THE ISSUE OF \$345,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.”

Town Manager Souza asked project Engineer Victoria Houle to provide an overview of the Stone Road project. Ms. Houle did provide an overview.

Councilor Jenkins asked if the cold-in-place recycling method can be used on all road projects going forward or if there are limitations in using it. Ms. Houle explained that the method can only be used depending on the specific characteristics of the proposed road.

Councilor Govoni said combining the roads makes sense.

Motion Passed 8-0-0 (Councilor Wilkos absent)

- e) Set a Public Hearing for July 5, 2016 at 7:20 PM to hear an ordinance entitled, “AN ORDINANCE APPROPRIATING \$345,000 FOR COSTS IN CONNECTION WITH STONE ROAD REHABILITATION FROM THE VICINITY OF BIRCHWOOD ROAD TO WINTERWOOD, INCLUDING IMPROVEMENTS TO KAREN CIRCLE, WEBBER ROAD, AND LOREN CIRCLE; AND AUTHORIZING THE ISSUE OF \$345,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.”

Councilor Jepsen MOVED and Deputy Mayor Terranova seconded to adopt the following resolution: RESOLVED, that a Public Hearing be set for July 5, 2016 at 7:20 PM (prevailing time) to approve or disapprove the foregoing ordinance entitled, “AN ORDINANCE APPROPRIATING \$345,000 FOR COSTS IN CONNECTION WITH STONE ROAD REHABILITATION FROM THE VICINITY OF BIRCHWOOD ROAD TO WINTERWOOD, INCLUDING IMPROVEMENTS TO KAREN CIRCLE, WEBBER ROAD, AND LOREN CIRCLE; AND AUTHORIZING THE ISSUE OF \$345,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION,” and BE IT FURTHER RESOLVED, that the Town Clerk is authorized and directed to post and publish notice of said Public Hearing.

Motion Passed 8-0-0 (Councilor Wilkos absent)

13) RESIGNATIONS AND APPOINTMENTS

Deputy Mayor Terranova MOVED and Councilor Jepsen seconded to approve the following:

- Appointment of Alexander Correia as a Republican Alternate member to the Town Planning and Zoning Commission for a two-year term to expire November 11, 2017 or until a successor is appointed.
- Appointment of Pamela Lofton-McGeorge as a Democratic member to the Human Relations Commission for a three year unexpired term to expire May 31, 2017 or until a successor is appointed.

- Appointment of Max Kuziak as a Democratic Alternate member to the Human Relations Commission for a three year unexpired term to expire May 31, 2018 or until a successor is appointed.
- Appointment of Marcia Hinckley as a Democratic Alternate (residential) member to the Historic District Commission for a two year term to expire October 14, 2017 or until a successor is appointed.
- Appointment of Pamela Cook as an unaffiliated member to the Youth Commission for a three year term to expire January 30, 2019 or until a successor is appointed.
- Reappointment of Joyce Armstrong as a Democratic member to the Human Relations Commission for a three year term to expire May 31, 2019 or until a successor is appointed.
- Appointment of Linda Rickard as a Democratic Alternate member to the Commission on Aging and Persons with Disabilities for a two-year unexpired term to expire November 30, 2016 or until a successor is appointed.
- Appointment of Amy Silliman-Avedisian as a Democratic member to the Commission on Aging and Persons with Disabilities for a three year unexpired term to expire January 31, 2017 or until a successor is appointed.

Motion Passed 8-0-0 (Councilor Wilkos absent)

14) MINUTES OF PRECEDING MEETINGS

a) Minutes of the June 6, 2016 Public Hearing (NAA)

Councilor Jepsen MOVED and Deputy Mayor Terranova seconded to approve the unapproved minutes of the June 6, 2016 Public Hearing (NAA).

Motion Passed 8-0-0 (Councilor Wilkos absent)

b) Minutes of the June 6, 2016 Regular Town Council Meeting

Councilor Jepsen MOVED and Deputy Mayor Terranova seconded to approve the unapproved minutes of the June 6, 2016 Regular Town Council meeting.

Motion Passed 8-0-0 (Councilor Wilkos absent)

c) Minutes of the June 9, 2016 Special Town Council Meeting

Councilor Jepsen MOVED and Deputy Mayor Terranova seconded to approve the unapproved minutes of the June 9, 2016 Special Town Council meeting.

Motion Passed 7-1-0 (Councilor Wilkos absent & Councilor Jepsen opposed)

15) PUBLIC COMMUNICATIONS AND PETITIONS

George Slate of 74 Ethan Drive spoke about Other Post Employment Benefit (OPEB) liabilities. He suggested utilizing annual budget surpluses for funding of OPEB liabilities. He said that the Town Council does not have an OPEB policy.

16) EXECUTIVE SESSION

- a) Discussion of the selection of a site or a lease, sale or purchase of real estate - None

17) ADJOURNMENT

Councilor Simon MOVED and Councilor Govoni seconded to adjourn the meeting at 8:57 p.m.

Motion Passed 8-0-0 (Councilor Wilkos absent)

Respectfully Submitted,

Jonathan Luiz
Assistant Town Manager