



**TOWN IMPROVEMENTS COMMITTEE  
VIRTUAL MEETING  
August 19, 2020  
Special Meeting**

**UNAPPROVED MINUTES**

**1. CALL TO ORDER**

Chairman Jim Dobler called the meeting to order at 6:31 p.m. Present were Councilor Lisa Rampulla Bress and Councilor Kenneth Wilkos.

Staff: Peter Souza, Town Manager; Scott Colby, Assistant Town Manager; Jim Burke, Economic Development Director; and Flavia Rey de Castro, Community Development Specialist.

**2. PUBLIC COMMENT - None**

**3. DISCUSSION OF POSSIBLE USER FEE FOR ELECTRIC VEHICLE CHARGING STATION**

Assistant Town Manager Colby stated that staff has reviewed a range of municipal charging stations throughout the state and country and have found that there are three common fee structures.

- No fee
  - *Many municipalities in CT participated in the CT DEEP Pilot program for EV Charging Stations which required they not to have a fee*
- Flat rate per hour(s)
  - Fees range from \$2.00 per two hours - \$4.00 per two hours
  - Average of \$2.74
- Per kWh
  - Fees range from \$0.15 per kWh - \$0.60 per kWh
  - Average of \$0.37 per kWh

Staff is suggesting a flat fee rate structure of \$2.50 for two hours of use. This would provide sufficient time to ensure a vehicle has enough of a charge and will ensure the vehicle will relocate after the two hour period to allow for other vehicles to access the charging station.

Another possibility is to institute a several month long trial period with no user fee to gauge user activity and utility costs.

Councilor Wilkos discussed that he feels that users of the EV Charging Station would not abuse its use by leaving their vehicles there for extended periods of time. He stated that signage can help deter that. Councilor Wilkos stated that by not charging a fee it

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may bring people to the downtown area to shop and dine. Councilor Wilkos agrees with a trial period with no charge through July 1, 2021 to gather data on use and utility costs.

Councilor Dobler and Councilor Bress also preferred the trial period through July 1, 2021.

MOVED by Councilor Wilkos, seconded by Councilor Bress to recommend to the Town Council that there be no user fee implemented for the Electric Vehicle Charging Stations through July 1, 2021 as a trial period.

Motion Passed 3-0-0

#### **4. DISCUSSION OF WILSON REDEVELOPMENT SURVEY**

Town Manager Souza stated that following Council direction, town staff contracted for a detailed site survey and hazardous materials inspection of the Wolcott School property. The A-2 survey was completed in October and is now available to assist the town and any potential developers of the property with up-to-date site information.

A hazardous building materials inspection of the school building was conducted in December 2019 and January 2020. The inspection reports identified the presence of asbestos and limited areas of lead-based paint. The estimated cost for hazardous materials removal is \$119,350.

To address the Council's desire for added neighborhood input, town staff had planned to facilitate an interactive public meeting(s) this spring. However, the arrival of the coronavirus required a different approach. As a result, staff designed and implemented an online survey that was heavily marketed to the Wilson-Deerfield neighborhood. A copy of the summary report of the survey results is attached. Over 570 persons responded to the survey with 35% having a connection to the Wilson-Deerfield area either as a resident, business owner or property owner. Briefly, the survey found that among those who participated, a mixed use redevelopment was the preferred option for the Wolcott School site. For the redevelopment parcel, mixed use development and maintaining open space were the preferred options.

Councilor Dobler discussed that three potential options he recalls regarding the Wolcott School property. Continue the routine upkeep and cover utilities which is approximately \$70,000, demolishing the building which is approximately \$750,000 to \$850,000, or renovating it at approximately \$2M to \$5M depending on the desired use.

Town Manager Souza stated that the approximately \$70,000 for routine maintenance keeps the status quo. This covers utilities and some minor repairs. The cost to demolish was based on a per square foot basis with a contingency built in. The

estimated renovation cost would cover some deferred maintenance items such as the HVAC, roof, windows, and fire alarm system.

Councilor Bress discussed community space and if any of the options would include this. It was also mentioned that the Wilson/Deerfield Advisory Committee has three candidates that are interviewing with the Personnel Committee which would bring the committee to 8 of the 9 seats appointed. This group with some new members may be able to provide some input to the committee.

Town Manager Souza mentioned that the Council could make a request to include community space within a plan but that may change the feasibility for a potential developer or limit the response as this may not fit their overall plan.

Councilor Bress wanted to ensure that we also share communication and gather thoughts with the Board of Education to ensure that they may not need the building for future use.

Councilor Wilkos stated that study on the Wolcott School was completed few years back. The cost was too high at the time to rehabilitate the building. Councilor Wilkos was unsure of where the Board of Education would find the money to fund that additional location. With COVID-19 and schools facing many unknowns he is unsure if this even needed. Councilor Wilkos also wanted to briefly discuss the comment on the need for more community space. Councilor Wilkos mentioned that the Wilson Branch Library and 330 Windsor Avenue are heavily used by the public for meetings and events but that there was still available space.

Councilor Dobler discussed the open space concept for the redevelopment parcel. As for the Wolcott School site he wanted to discuss the idea of expanding pre-kindergarten. He stated that this would be addressing social justice issues and would have an impact on many and would be generational.

Town Manager Souza mentioned that there is grant funding for schools from the state. A certain percentage of the cost would be eligible for reimbursement. The cost is unknown but could range from an estimated \$14M to \$23M. Town Manager Souza will reach out to Superintendent Cooke to inquire about a need for the building and what an approximate annual cost could be if pre-kindergarten were to be expanded. Town Manager Souza was also going to get some updated amounts on the cost to renovate the school.

## **5. STAFF REPORTS**

Town Manager Souza provided an update on the current years paving projects. It was mentioned that work is underway in the Hayden Station neighborhood.

Town Manager Souza stated that staff had submitted an LOTCIP application into CRCOG for International Drive Rehabilitation Phase I.

Town Manager Souza provided an update on the Windsor Police Station and mentioned that there would be a dedication ceremony on September 26<sup>th</sup> from 9:30am to 10:30am.

Town Manager Souza stated that construction for the Fire/EMS project at 340 Bloomfield Avenue was expected to begin by Labor Day and would last between 12-14 months.

Town Manager Souza provided an update on the Railroad Quite Zone. Staff has conducted interviews and are currently working on reference calls for the recommended consultant. Staff will be looking to bring this to Council for funding authorization and consideration at the first Town Council Meeting in September.

## **6. APPROVAL OF MINUTES**

a) June 22, 2020

MOVED by Councilor Bress and seconded by Councilor Wilkos to approve the minutes of the June 22, 2020 as presented.

Motion Passed 3-0-0

## **7. ADJOURNMENT**

MOVED by Councilor Wilkos and seconded by Councilor Bress to adjourn the meeting at 7:47 p.m.

Motion Passed 3-0-0

Respectfully Submitted,

Scott W. Colby Jr.  
Assistant Town Manager