

**TOWN OF GRANBY
CAPITAL PROGRAM PRIORITIES ADVISORY COMMITTEE
MEETING MINUTES
NOVEMBER 9, 2011**

PRESENT: Gordon Bischoff, Chairman; Ronald Desrosiers, Mark Neumann, Matthew Wutka, John O'Connor, and Roger Hensdorf

Ex-officio Members: William F. Smith, Town Manager; John E. Adams, First Selectman; Alan Addley, Superintendent of Schools; J. Cal Heminway, Board of Education Chairman; and Michael B. Guarco, Board of Finance Chairman

Chairman Bischoff confirmed a quorum and called the meeting to order at 7:00 p.m.

MINUTES

ON A MOTION by Ronald Desrosiers, seconded by Matthew Wutka, the committee voted (6-0-0) to approve the meeting minutes of July 21, 2009.

Chairman Bischoff outlined the agenda for tonight's meeting: Board of Selectmen and the Board of Education would report on their capital requests; Town Manager Smith would report on the model, and the committee would ask questions and discuss the assumptions used at this time on the model and what changes to make on the model, if any. The committee uses a CPPAC model to show mill rate projections for many years out that illustrates the cost for the suggested projects. He stated the CPPAC's mission is to come together and discuss capital project improvements that are in excess of \$150,000.

BOARD OF SELECTMEN – CAPITAL PROJECT REQUESTS

First Selectman Adams gave a brief summary of the capital project requests as described below. He noted that the timetable for the Silver Street Bridge construction project is the driving force for moving forward on capital program priority projects for the town at this time.

Silver Street Bridge

- Estimated gross amount - \$3,000,000 or, 80% funded federally, and 20% locally or, \$600,000. The entire amount needs to be borrowed.
- Discussion ensued about postponing the referendum vote by one week. Town Manager Smith will look into the possible consequences, if any, of the delay for the entire construction schedule on the Silver Street Bridge.
- The bridge went through a couple design phases, as a result of a public hearing, Silver Street road will be closed for a period of time, and the traffic will be diverted to Doherty Road and Northwoods Road.

Salmon Brook Pond House

- This project has been scaled back from the recent study committee report.
- Estimated gross amount - \$700,000. A grant was awarded in the amount of \$250,000; and an additional grant of \$250,000 has been applied for. It is anticipated that the award grants will be announced in late November. Local share depends upon the award grant.

Cossitt Library Land

- The town will benefit by purchasing the adjacent property. It will increase the property values of the Cossitt Library building, which is a historic building.
- It will add parking space and provide for a needed septic system for the library building.
- The money comes from the sale of VNA property, leaving the remainder cost to be \$15,000.

Library Roof

- The roof is old (approx. 30 years) and needs replacement.
- Estimated cost - \$70,000

Tennis Courts

- The courts are severely worn and play is limited after rain falls. Also the light poles need repair and repainted.
- It is suggested to replace the court with a hard surface that can double as a skating rink during the winter months.
- Estimated cost - \$65,000

DPW Wash Bay and Storage Bay

- CT DEP requires that all commercial and municipal vehicle wash water be captured. The wash bay will be used mainly for truck washing.
- Estimated cost - \$350,000

Sidewalks

- The sidewalk expansion will connect Middle School/High School complex, Town Hall, and the Town Center with Salmon Brook Park.
- It will provide a secure sidewalk for pedestrians. More usage is also anticipated. A pedestrian accident occurred in this area where the sidewalk expansion would be.
- Estimated cost - \$330,000. There is some money in place from a previous bond authorization, leaving approximately \$255,000 more needed.
- Conversations have been held with the property owners. Some property owners expressed concern for the sidewalk and their responsibility for same, in particular snow clearing. There is discussion of an arrangement to assist with the snow plowing of sidewalks for a certain period of years (4 years).

Purchase of Evonsion Farm

- First Selectman Adams distributed three documents showing how the purchase of this property will benefit the town with regard to property tax consequences if houses were built and occupied. – 15 years for the town's payback, individual property owners could be 19 or 24 years and if sold before the predicted payback time, it would be restart the payback time.
- The land could continue to be farmed by leasing back to farmers until another decision is made by the town for the property use.
- Estimated cost - \$3,000,000

Purchase of Generators

- The purchase came from the trial period of using the Senior Center as an emergency shelter during Storm Alfred. Also during the same period, the old outdated generators put the fire department stations at risk because of the limited use of generating power at their facilities.

- First Selectman Adams discussed the need to change the location of emergency shelter to the high school or middle school because of capacity limitations at the Senior Center and the need to have different areas for eating, sleeping, and adult and children space.
- Estimated cost - \$250,000

Some Miscellaneous items were discussed.

- A wash bay for school busses was identified as not necessary because the school's bus company washes the busses already
- A consultant has also been hired to provide an analysis on traffic patterns and egress entrances for Salmon Brook Park.
- Chairman Bischoff summarized the Board of Selectmen's net capital project costs to be \$4.8 to \$5M.

BOARD OF EDUCATION – CAPITAL PROJECT REQUESTS

Board Vice Chair Wutka commented on the Board of Education capital projects. He distributed a 28-page document describing the requests. He indicated the school wishes to concentrate on the top four (4) items amounting to \$6.2M - \$9.2M. Because of Storm Alfred, the board was unable to meet to define the projects more clearly. The projects in mind are land acquisition for athletic fields and a maintenance facility, athletic field project, technology upgrade, and high school electronics lab. The Board of Education plans to meet before this committee meets again. The Board of Education will then provide the updated information needed, keeping the list of projects in the range of \$3M or less. It was noted that there are very little reimbursable or grants for these capital requests.

MODEL DISCUSSION / FINANCIAL IMPACT

Chairman Bischoff commented about the model and how it is used to forecast tax impact for residents when supplying information such as: debt existing, debt service fees, and new debt figures and other assumptions, which Town Manager Smith will discuss next.

Town Manager Smith reported on the assumptions made for the current model per Chairman Bischoff's instructions.

ROW	ACTIVITY	COMMENT
3	Grand List	Zero growth FY '13 & '14 and .05% growth FY '15-'19
REVENUES		
10	Auto, Int., Lien, Back Tax	Zero growth FY '13-'19 to reflect recent activity
11	Intergov. Rev.	Deduct Federal Jobs grant (\$315,000) in FY '13 and flat FY - 14-19
13	Local Rev.	Zero growth to reflect recent activity and loss of short term investments
14	G. F. Bal. Use	Increase of \$750,000 in FY '13 to assist mill rate; \$550,000 in FY '14; and zero use from FY '15-'19
15	CNEF Use	Use of \$950,000 to 1,000,000 in FY '13-'19 to assist mill rate

EXPENDITURES

23	Bd. of Selectmen	Modest 4% increase from FY '13-'19
29	New Debt	New debt of \$8,000,000 with interest only for FY '13-'14 and principal and interest shown in FY '15-'19. Debt matures in 2032
35	CNEF	Deposit of \$983,279 to CNEF per established practice for FY '13-'19
36	Small Capital	Modest \$50,000 increase from FY '13-'19
42	Bd. of Education	Modest 1% increase from FY '13-'19

Highlights of the model assumption discussion were:

- The following changes to the model were requested
 - BOS and BOE operations increase by 2% for FY '13-'19.
 - Grand List Growth increase by .5% for FY '14.
 - Supply new information, if applicable, for new debt and interest.
- Both town and school indicated that the small capital line in the model is inadequate for the needs of school and town. It will be looked at and redefined for discussion at the next meeting.
- Storm Alfred appropriation request was incorporated into the model.
- Town Manager Smith will look at whether or not the start date of bonding period can be changed to July 2012 for FY budget 2013.
- The General Fund Balance should maintain at least 5%, better to adhere to 5% - 10%.

Town Manager Smith discussed that when we bond there is different ways to approach it and he will be reviewing them and using the best approach. The different ways are 1) bonds at two years (temporary bonding), 2) stretch bonds out further than two years, 3) predict where interest rates climb.

CONFIRM DATE OF NEXT MEETING

The tentative CPPAC next meeting is scheduled for Monday, November 21, 2011. The location and time will be determined and noticed to the members.

ADJOURNMENT

Chairman Bischoff adjourned the meeting at 8:45 p.m.

Respectfully submitted,

Patricia I. Chieski
Recording Secretary