

TOWN OF STONINGTON
BOARD OF FINANCE
Stonington Police Department Meeting Room
Wednesday, June 5, 2019
7:15 PM

A meeting of the Board of Finance was held on this date at the Stonington Police Department Meeting Room. Members present were Chairwoman June Strunk, Lynne Young, Blunt White, Tim O'Brien, and Danielle Chesebrough. Mr. Glen Frishman and Mr. Michael Fauerbach were absent. Director Jim Sullivan was in attendance.

Pledge of Allegiance

Comments from the Public - None

Previous Minutes - Ms. Young made a motion to approve the minutes dated May 8, 2019, Ms. Chesebrough seconded. **Motion carried.**

Ms. Young made a motion to table all other draft minutes, Ms. Chesebrough seconded. **Motion carried.** On next month's agenda a list of the outstanding minutes will be noted.

New Business

Stillman Mill Demolition Status

Town Engineer Scot Deledda updated the Board on the status of the Stillman Avenue building project and proposal from the demolition company.

Mr. Deledda noted that one of the highest priorities since the last meeting was the evaluation of the demolition waste and determining a plan for its removal. The Town has been successful working with the EPA and DEEP and has presented a plan on managing the waste disposal process. In addition to the insuring the proper testing and managing of the debris is determining a cost of the material disposal. After meeting with a few different contractors at the site and engaging in discussions pertaining to their level of experience and the scope of the project, the material disposal portion was narrowed down to two (2) contractor's. One contractor had a lower lump sum cost than the other, But the other contractor had a lower per ton rating for the remediation waste. When the figures were run, it was more cost effective and less risk for the town to go forward with a contract with Standard Demolition. Also, Tighe & Bond Engineers, a firm very experienced in this type of work was contracted for the Onsite Assessment and waste management as it ships out.

The waste will be characterized into three (3) different groups; clean waste, PCB Bulk Product Waste, and PCB Remediation Waste. The project is ready to go upon a mobilization date from Standard Demolition.

Mr. Deledda informed the Board that some of the open questions on the project pertain to the condition of the concrete slab once the debris is removed and what arrangements will be required to ensure the area is secure and safe. Both issues are considered to be minor costs within the scope of the project. The cleaning of the slab is included in the contract price. The lump sum cost of the contract is \$327,300 with an additional 25% expected for the remediation waste disposal costs, bringing the project to \$406,300. The amount of material that is classified as remediation waste dictates the additional cost and Mr. Deledda is hopeful it will be less than 25% of the demolition material at the site. This figure is not a not to exceed proposal.

Town Dock Fuel Tank Replacement Project

Mr. Scott Deledda informed the Board that a previously suggested solution for the tank replacement being housed within the WPCA facility is not a viable option. A garage bay which could fit the tank is really not available as a permanent solution as the bay is used by the WPCA and there are questions on the strength of the floor being able to hold a large tank. Other areas of the building are relatively small, vulnerable to flooding or would require too much renovation for a feasible option.

The option of an above ground tank was reviewed, however the entire area outside of the WPCA facility is located within a V-Zone (areas designated to be vulnerable to flooding) and from a floodplain design viewpoint offers no solution to the issues with the current fuel tank location. In addition, an above ground tank location would be in areas that presented challenges and concerns such as being close to a playground and green spaces and in close proximity to where farmers markets are held. If those areas are considered, it would require going before the Stonington Borough Zoning Department for approval of a structure.

Mr. Deledda noted that the fisherman's need for fuel is being addressed with a temporary solution which is comprised of East River Energy providing a mobile fuel service, and delivering the fuel on demand to the fishermen. There have been discussions about perhaps making the mobile fuel service a permanent solution.

However, it should be noted that this temporary solution has presented some functional issues for the fishermen, (1) it is difficult to get large tanker trucks down to the facility; (2) it is difficult to schedule deliveries around the need for fuel the smaller boats, which are the majority of the fleet and (3) the fuel is more expensive.

Some of the discussions have been about the possibility of the fishermen obtaining a smaller fuel truck that could except deliveries from the larger tanker trucks and be used to fuel the smaller boats. This strategy comes with its own challenges. There is a current spill prevention plan for the Town Dock, but a more permanent fuel truck at the area would require the Town to update the existing plan and provide safety measures such as a barrier or fence surrounding the truck. Secondary containment may also be required to protect the site from possible leaks.

Mr. Rich Maderia addressed the Board pointing out the amount of money that is lost due to the issue with the tank and the fuel availability. Mr. Maderia presented a quotation he was in receipt of for a cost of \$160,000 to replace the current fuel tank. He stated the quote included everything with the exception of possible disposal of contaminated soil. Mr. Maderia stated he felt it was the flood zone designation of the area that is holding the project up.

Mr. Deledda weighed in that he was aware of the proposal Mr. Maderia was speaking about and felt it is not reflective of the work that is required for the project. The Town has received bids for installation of a below ground tank which has provided costs in the range from \$400,000 to \$786,000, which did include remediation, so the actual tank installation would be around \$242,000 on the low end, to \$401,000 on the high end.

Mr. Deledda went on to state that the hope was to keep the existing tank where it is and not have to remove it until a later date so the project would keep moving.

Director Barbara McKrell added to the discussion stating a plan for removal of the tank can be proposed to the State, which would allow for the tank removal costs to be delayed and then the upfront costs of putting in a new tank could be addressed. A proposal with the EPA to remove the tank over a period of time could be submitted.

Director James Sullivan noted that as it stands right now there is \$85,000 available to do the design work which is needed to allow the bid documents to be completed, but questioned the Board if they were prepared to fund approximately \$390,000 for the project or the spending of the \$85,000 for the design work would be in vain. SNEFLA would also have to contribute around \$200,000 towards the project as well.

Chairwoman Strunk stated the Board was prepared to move forward on the project. Mr. Blunt White asked if there was a period of time before this happens and would the leasing of a mobile fuel truck cover the interval. It was stated the mobile fuel truck would suffice in the interim, however there is a sense of urgency to get the project moving forward. Mr. Bobby Guzzo, a member of SNEFLA, stated a 12,000 gallon in ground tank would be ideal and asked Mr. Deledda to clarify the breakdown of those costs. Mr. Deledda estimates the design work at \$85,000, the construction at \$375,000, the soil remediation at \$153,00 and a contingency which would bring the project to \$700,000.

Ms. Danielle Chesebrough asked to clarify that through her previous conversations during EDC meetings with Mr. Guzzo and Mr. Bill Bombster, also a SNEFLA member, the short-term fix of an onsite fuel truck is not a solution and that both SNEFLA members and the Town want an underground tank. Both Mr. Guzzo and Mr. Deledda agreed it was the route they both wanted to take and neither wanted to see a large tanker truck at the dock facilities. Ms. Chesebrough also confirmed with Mr. Deledda that the only item for the SNEFLA members to complete is the permit approval plans and revising the existing SPCC. (spill prevention, control, and countermeasure)

Bid Waiver Requests

- BOE Facilities Director requests a bid waiver for the fire alarm system at Stonington Middle School for \$55,950.

Mr. Wes Greenleaf addressed the Board and also in attendance was Mr. Pete Anderson, Facilities Director and Mr. Kevin Burns, Pawcatuck Fire Department. The project is to replace the fire alarm panel and many of the devices in the building, as well as installing a red alert system. A red alert system will notify the police station and students in the building. Mr. Greenleaf states that two contractors, Mr. Lima and Mr. Guiliani are familiar with the existing system and have worked with Mr. Burns on developing a new plan. A nonproprietary panel will be utilized allowing any licensed electrician to work on the panel.

Ms. Young made a motion to approve the bid waiver for \$55,950, Mr. O'Brien seconded. All were in favor. **Motion Carried.**

- Public Works Director Barbara McKrell requests six bid waivers for various contractors for highway work off of either the State Bid List or CRCOG.

Mr. White inquired the cost of the total bid waivers and Ms. McKrell estimated the cost to be \$600,000. Ms. Young made a motion to approve the bid waivers as noted in the package, Mr. White seconded. All in favor. **Motion carried.**

- Director Barbara McKrell requests a bid waiver for purchase of two (2) vehicles off the State Bid List.

A Ford F-550 will have a gas engine and be available for delivery in the Fall of 2019 to support the winter season. The cost of this vehicle is \$59,294.28.

Ms. Young made a motion to approve the purchase of a F-550 from Gengras Ford, LLC for \$59,294.28. Mr. White seconded. All in favor. **Motion carried.**

A Ford F-250 will be purchased from Gengras Ford, LLC for \$30,233.40. An approval and issuance of a purchase order before June 14th will allow the Town to purchase under this fiscal year's prices and keep the overall cost down.

Ms. Young made a motion to approve the purchase of a F-250 from Gengras Ford for \$30,233.40. Ms. Chesebrough seconded. All in favor. **Motion carried.**

Director Sullivan asked to note for the record that Gengras Ford was previously Crowley Ford, the business is now under new ownership and State Contract List may not have the new name as of this date.

- Director McKrell asked for the Board's approval to utilize \$9,099.99 of the remaining \$10,472.28 FY19/20 CIP fund balance for the purchase of a Ferris 52" deck Commercial Zero Turn Mower. This was an item that had been identified needing replacement during the budget process but was not funded.

Ms. Young made a motion to approve the purchase of a Ferris 52" deck zero turn mower for \$9,099.99. Ms. Chesebrough seconded. All in favor. **Motion carried.**

- Director Barbara McKrell requests a bid waiver to purchase a shed from Kloter Farms for \$23,683 with a slab from Concrete Slabs by Drab, LLC.

Director McKrell is requesting approval to install a 400 square foot vinyl storage garage adjacent to the High School. This will facilitate storage of the new field equipment tractor attachments and allow removal of stored equipment from the town garage, resulting in the ability to store trucks in the garage. Director McKrell is proposing to fund the purchase from surplus in the current highway operational budgets and is not asking for additional funding. A transfer to the Fields Materials, Equipment and Maintenance line item is proposed through a separate Memorandum for the amount.

A question of security was brought up by Mr. White. Mr. Tom Curioso, Highway Department Supervisor noted that the position of the building will allow camera's installed at the tennis courts to be able to monitor the structure. The shed will also be locked at all times.

Ms. Young made a motion to approve the bid waiver request for the purchase of the 20 x 20 Vinyl Statesman Garage from Kloter Farms for \$23,683. Mr. O'Brien seconded. All in favor. **Motion carried.**

Ms. Young made a motion to approve the budget line item transfer request from the Public Works department for the total amount of \$108,138. Mr. O'Brien seconded. All in favor. **Motion carried.**

Ms. Young made a motion to add an additional bid waiver from the IT Department and two additional waivers from the K-12 Committee. Mr. O'Brien seconded. All in favor. **Motion carried.**

Mr. Roger Kizer, IT Director thanked the Board for adding the waivers to tonight's meeting. This request is in regards to the Town's storage area network. The current system is now 5 months out of maintenance and is deemed end of life. If there is a failure HP will not provide any support without giving them a credit card and such diagnostic support would be expected to be quite costly. Mr. Kizer explored various vendors and systems and is happy moving forward with Pure Storage, a leader in the data storage industry. Pure Storage products will not go end of life and are continually supported, providing a cost savings to the Town. The bid waiver is for the purchase of the service to run the system, the replacement of four network switches, the storage area network and a backup device.

Total Communications has provided a proposal for the hardware and services in the amount of \$237,828.83 which comes out to a lease option of \$50,778.90, well within the IT Department funded budget of \$65,000.

Ms. Young made a motion to approve the bid waiver request from the IT department for Total Communications in the amount of \$237,828.83 for hardware and installation. Mr. O'Brien seconded. All in favor. **Motion carried.**

Ms. Young made a motion to approve the bid waiver request from the IT department for Total Communications in the amount of \$86,160.48 for maintenance service. Ms. Chesebrough seconded. All in favor. **Motion carried.**

Upon the request from the K-12 Building Committee, two bid waiver requests were presented for the Bi-Directional Antennas to be installed at Dean's Middle School. This will allow for emergency communication from inside the school.

Ms. Young made a motion to approve the bid waiver request for Tactical Communications for components and material for the Bi-Directional Antenna in the amount of \$117,751.00 Mr. White seconded. All in favor. **Motion carried.**

Ms. Young made a motion to approve the bid waiver request for Tactical Communications for labor and services with regards to the Bi-Directional Antenna in the amount of \$12,750.00. Mr. O'Brien seconded. All in favor. **Motion carried.**

Additional line item transfer requests were as follows:

Ms. Chesebrough made a motion to approve the budget line item transfer request from the First Selectman in the amount of \$1,000 to fund the Plastics Committee for FY18/19, Ms. Young seconded. All in favor. **Motion carried.**

Ms. Young made a motion to approve the budget line item transfer request from the First Selectman in the amount of \$315.73 to fund the Tree Warden expense. Mr. O'Brien seconded. All in favor. **Motion carried.**

Ms. Young made a motion to approve the budget line item transfer request from Emergency Management in the amount of \$130.00 to fund Training Expenses. Mr. O'Brien seconded. All in favor. **Motion carried.**

Ms. Young made a motion to approve the budget line item transfer request from the Finance Department in the amount of \$281.00 to fund Advertising, Printing and Equipment year-end adjustments. Mr. O'Brien seconded. All in favor. **Motion carried.**

Ms. Young made a motion to approve the budget line item transfer request from the Finance Department in the amount of \$240.00 to fund line item deficits in salaries and postage. Mr. O'Brien seconded. All in favor. **Motion carried.**

Ms. Young made a motion to approve the budget line item transfer request from the Administration Department in the amount of \$3,454.00 to fund increase costs in consumables, printing and equipment. Mr. O'Brien seconded. All in favor. **Motion carried.**

Ms. Young made a motion to approve the budget line item transfer request from the Administration Department in the amount of \$15,000 to fund an overage in salaries due to Administrative support from Sherrill Krynick. Mr. O'Brien seconded. All in favor. **Motion carried.**

Ms. Young made a motion to approve the budget line item transfer request from the Assessment Department in the amount of \$1,416.00 to fund training, equipment, additional audit expenses and publications. Mr. O'Brien seconded. All in favor.

Motion carried.

Ms. Young made a motion to approve the budget line item transfer request from the WPCA Department in the amount of \$1,500 to fund printing costs. Mr. O'Brien seconded. All in favor. **Motion carried.**

Ms. Young made a motion to approve the budget line item transfer request from the Building Department in the amount of \$503.40 to fund additional training and publication expenses. Mr. O'Brien seconded. All in favor. **Motion carried.**

Mr. White made a motion to approve the budget line item transfer request from the Solid Waste Department in the amount of \$47,300.00 to fund increases in commercial collections. Mr. O'Brien seconded. All in favor. **Motion carried.**

Mr. White made a motion to approve the budget line item transfer request from the Economic Development Committee in the amount of \$1,907.00 to fund consulting services. Mr. O'Brien seconded. All in favor. **Motion carried.**

Additional Appropriations - None

Review of BOE Monthly Line Item Transfers - The Board members reviewed the Board of Ed Line Item Transfers dated April 25th and May 9th along with the Global Report for month ending April 30, 2019.

Review of Budget Adjustments Made During Deliberations - Director Sullivan provided a summary to the Board members of the changes the Board made to the general fund and CIP accounts during budget deliberations.

Possible Bond Issuance for Long-Term Capital Expenditures -

The Board reviewed a handout from Director Sullivan showing an overview of three versions of Outstanding Debt Service with and without capital leases and/or bonding. The current school bonding was discussed and Mr. Sullivan noted the Town is up to date on reimbursements from the State.

The Board discussed the possibility of a referendum and bonding of high dollar projects such as parking at the Middle School, a roof for the Middle School, WPCA needs, and sidewalks. The discussion was strictly a review of these projects and the process of bonding.

Discussion of Debt Financing - Tabled

Opinion from Town Attorney on Agenda Presentation - Copy of letter from Jeffrey Londregan regarding agenda language for Board of Finance meetings was provided to the Board members.

Discussion of Recommendations for Next Year Budget Presentation - Tabled

Correspondence - None


Liaison Reports

K-12 - Is on track and below budget. Chairwoman Strunk did advise the Board that there would be further discussion required on the relocation of the school bus terminal.

There were no other Liaison Reports.

With no further business Ms. Young made a motion to adjourn the meeting at 9:56 p.m, Ms. Chesebrough seconded. **Motion carried.**

Respectfully submitted,



Jill A Senior
Recording Clerk