



## **TOWN OF MADISON**

CONNECTICUT

06443-2563

**MEETING DATE:** Wednesday, October 26, 2016

**MEETING PLACE:** Hammonasset Room

### **SUBJECT TO APPROVAL**

#### **Capital Improvement Program Committee**

Members Present: Mark Casparino (via telephone) Bennett Pudlin (BOF), Joan Walker (BOS), Bruce Wilson (BOS), James Matteson (Resident) and Joe Beerbower (Resident).

Not Present: Jean Fitzgerald (Chair), Jessica Bowler (BOE) and Robert Kach (Resident).

Others Present: Tom Banisch, First Selectman; Stacy Nobitz, Finance Director; Jack Drumm, Chief of Police; Bobby Kytte, Fire Chief, Madison Hose 1; Don MacMillan, Fire Chief, North Madison; Chris Bernier, Chief Madison EMS; Sam DeBurra, Emergency Management Director; and Kristen Bartosic, Accounts Payable Clerk;

The subcommittee convened at approximately 7:15 a.m.

1. Pledge of Allegiance.  
Selectwoman Walker led the committee in the Pledge of Allegiance.
2. Approval of Minutes  
  
As there was no quorum, no minutes were approved.
3. Discuss 2018-2022 CIP Book
4. Review Public Safety Projects

### Madison Hose Co. No. 1 – Apparatus/Truck Replacement

Chief Kyttle reviewed the need for a new truck versus refurbishing an existing truck. The current price for a new truck is roughly \$1.5 million and refurbishing the existing truck would be less expensive, but the truck may not last as long as a new truck. He anticipated that a definitive answer would be presented at the next budget cycle.

Regarding the request for a new boat the average cost now is \$90,000 based on a recent purchase in Watertown. In the replacement fund there is \$75,000; so Chief Kyttle suggested changing the estimate for replacement to \$100,000.

### Madison Hose Co. No. 1 – Hose and Equipment

Chief Kyttle reviewed the radio upgrade project. Chief Jack Drumm stated that the funds were earmarked for Phase III of the project; he doesn't anticipate Phase II to be complete until after the next fiscal year begins. Chief Kyttle stated that he needed 2 radios prior to Phase III beginning. The Committee reviewed what funds were currently available for Chief Kyttle to use for the upgrades needed now; and what was approved during the prior fiscal year CIP process. It was discussed if all 4 requested radios were approved during the prior CIP process. Chief Drumm stated that a 5-year plan for the equipment upgrades was created; the system would not be turn-key until after July 2017. Chief Drumm stated that he thought all of the chiefs were in agreement with this plan. The Committee reviewed the process for moving forward now; possibly through a Line Item Transfer.

The year 2021-22 will change based on a review from the new captain, Greg Carroll. The Committee also reviewed discrepancies between line items for the two Fire Departments. It was reviewed that the difference wasn't in equipment need but in the number needed based on the number of members.

### NOMAD - Apparatus/Truck Replacement

Chief MacMillan noted that he would be stepping down as of April 2017. NOMAD is moving forward with meeting with a vendor for the apparatus replacement and would be requesting a waiver of the three bid requirement. NOMAD would like to move forward with Pierce Manufacturing because they have manufactured most of the other equipment and they are the only company that can produce the apparatus needed. This will ultimately result in cost-savings to the Town as well.

Additional funding / requests should not be forthcoming; funding should remain at the current level.

#### NOMAD – Hose and Equipment

Chief MacMillan stated that this account is adequately funded.

#### NOMAD/ENG – Fire Protection Water Tanks

Chief MacMillan stated that the current process is still in discussions because the prior location was not suitable for the placement of the tanks. There is a second location and the homeowner has been contacted. Next year, the department would be looking to restore funding on this line item. The Committee also reviewed the costs associated with the tanks and the fact that the price has doubled over the course of 20 or so years.

#### Madison Ambulance – Ambulance Replacement

Chief Bernier stated that the ambulance was out to bid right now. And bids for purchasing the vehicle to be replaced are being received as well. Once the bid for the new vehicle is agreed upon, it will take 6-9 months to have possession of the new vehicle. The Committee also reviewed the schedule going forward and Chief Bernier confirmed the replacements going forward should not change from the proposed 5-year plan.

Regarding equipment replacements, the schedule was updated based on the need for cardiac monitors. This equipment is very important and provides a range of services. A needs-assessment was conducted after the last CIP process which indicated the need to replace this equipment. The Committee reviewed the discrepancy in the requested amount and the quoted amount for this equipment.

The Committee reviewed the CIP process and also the funding requests for FY 2021-22. The liability for the Town was also discussed should equipment fail; and also the increase overall in the requests from the Ambulance department.

#### Madison Police – Vehicle Replacement

Chief Drumm stated that the vehicle replacements are on-schedule and there are no changes to the requests.

#### Madison Police/ENG – Communications

Chief Drumm stated that the Dispatch Center third payment has been made (out of 5 payments). The camera enhancement project at Town Hall is also underway.

Also, the on-sight CALEA accreditation will be the first week of December. There are no changes to the funding requests for this.

The only change is the recruitment for the Dispatch position. This will come out of the operating budget. He also reviewed no changes in the CNRE requests for Security upgrades.

The Committee also reviewed Communication upgrade Phase II. The project is currently with Planning & Zoning for review / approval. The Committee reviewed infrastructure and how the state's infrastructure plays into the Town's services. Chief Drumm stated that in the future, beginning in FY 2017-28, he would like to pursue an increase in the technology equipment for the different emergency management departments i.e. for touchscreen computers, a G-card for internet access. Sam DeBurra added that these devices provide real-time updates and they are very helpful. The Committee asked for the Technology director to be brought in on this request and then the Committee could be updated at their November 22<sup>nd</sup> meeting. The Committee told Chief Drumm that they should put in a place marker now for this request.

Sam DeBurra added that there should also be a placeholder for an upgrade to radios. The Committee stated that the upgrades could be discussed with the future discussion of the other requests noted above.

#### 5. Update - Public Relations Ideas

Kristen Bartosic stated that she had reviewed suggestions provided during the process. The information for the CIP is on the website (the plan, meetings on the calendar, etc.). The CIP page has a contact us feature as well and includes the prior public hearing presentations. The TV channel is also featuring the monthly meetings and a shortened version of the PowerPoint presentation. The CIP is also on the Town's Facebook page and Town's Twitter account. The Board of Finance and Board of Selectmen should also mention the CIP meetings at their meetings. Mr. Pudlin suggested that the contact us section could be changed to make what information was being requested clearer to the public.

#### 6. Discuss Highway Equipment and Town Vehicles Fund

First Selectman Banisch stated that the entire program has been reviewed because the Town fleet needs serious updating / replacing. Once the update in the needs is complete the CIP plan will be updated as well. Stacy Nobitz added that the current plan would be to create a lease schedule /

replacement cycle. The Committee reviewed that all of the equipment should be able to be accomplished through lease agreement process. The current necessity is for trucks for plowing (i.e. something bigger than a Ford F250). The proposed lease agreements would be for 5 years for trucks and 3 years for cars. The Committee also reviewed whether the plows and plow frames could be swapped between vehicles and they might not. First Selectman Banisch also reviewed that the Town should streamline which manufacturer they use; but that the Town will continue to use an American manufacturer (i.e. Ford / Chevy). The immediate need for two vehicles will be brought through the Board of Selectmen / Board of Finance process now.

7. Adjourn

There being no objection, the meeting adjourned at approximately 8:30 a.m.