

CITY OF DERBY CAPITAL PLANNING COMMITTEE MEETING

MARCH 30, 2011 - DERBY CITY HALL, ALDERMANIC CHAMBERS – 6:30 P.M.

MINUTES

Keith A. McLiverty called the meeting to order at 6:30 p.m. All rose and pledged allegiance to the flag.

Roll Call

Present: Keith McLiverty, Beverly Moran, Judy Szewczyk, Steven Iacuone, Henry J. Domurad, Jr.

Absent: Ken Marcucio, Sr.
Timothy C. Conlon
Ken Hughes

Also Present: The Honorable Mayor Anthony Staffieri
Deputy Chief Scott Todd, Derby Police Department
Charles Sampson, Director, Office of Emergency Management
Fire Marshal Philip A. Hawks
Commissioner Kelly Curtis, Derby Fire Department
Asst. Chief David Lenart, Storm Ambulance & Rescue Corps.
Mary LaBranch, Derby Senior Center
Dennis O'Connell, Director, Derby Parks & Recreation

ADDITIONS, DELETIONS, CORRECTION TO THE AGENDA

Mr. McLiverty asked if there were any additions, deletions, or corrections to the agenda. Hearing none...

A MOTION was made by Mrs. Moran with a second by Mr. Iacuone to adopt the agenda as posted. **Motion carried.**

PUBLIC PORTION

Mr. McLiverty asked if anyone wished to address the committee. Hearing no one wishing to address the committee...

A MOTION was made by Mr. Iacuone with a second by Mrs. Moran to close the Public Portion. **Motion carried.**

OLD BUSINESS

- Review Bid received from Gym Source for Hoist Exercise Equipment – Discussion & Possible Action

Ms. Finn informed the committee members that she and Mr. O'Connell put this item out to bid two times. The first time there was only one response, which was from Gym Source. The problem with that bid was it arrived two days late. There was no other choice but to advertise the Invitation to Bid once again. The second bid opening was held on Monday March 21, 2011. One bid was received from Gym Source in the amount of \$10,345.00. Mr. O'Connell informed the committee that \$10,000 was set aside in last year's Capital Plan for this purchase and the Parks & Recreation Department would pick up the additional \$345.00.

A MOTION was made by Mrs. Szewczyk with a second by Mrs. Moran to recommend to the Finance Committee the award of \$10,345.00 to Gym Source for the items contained in their bid proposal of March 21, 2011 with \$10,000.00 coming from Capital and \$345.00 being paid by the Parks & Recreation Department. **Motion carried.**

NEW BUSINESS

- Review Capital Requests submitted by Department Heads for the 2010-2011 Capital – Discussion & Possible Action

OFFICE OF EMERGENCY MANAGEMENT, CHARLES SAMPSON, DIRECTOR

Mr. Sampson informed those present that the Emergency Operations Center (EOC) is located in the basement of the current City Hall. The EOC would like to request a 130Kw Generator for City Hall. He noted that in the event of a major incident in the City, all department heads and public agencies will gather in the EOC to mitigate the hazard. The EOC is equipped with computers, phones, radios and other necessary items; however it lacks a backup power supply in case of line failure during an event. Mr. Sampson stated that their greatest nightmare is the fact that all officials would be gathered and carrying out their functions and should power be lost to the building then nothing would function. He stated that the State has a grant to offset the costs for the generator (approximately \$50,000.00.) The State is looking for "shovel ready" projects. Mr. Sampson anticipates the cost of the generator to be approximately \$83,000.00. Should the City receive the grant from the State the cost to the City would be \$33,000.00.

Mr. Sampson informed the committee that the fire houses in the City would serve as temporary shelters. Therefore they are also requesting 70Kw generators for the East End Hose Company #3; Paugasset Hook & Ladder Company #4 (each at a cost of approximately \$40,000.00 and a 130Kw generator for the Storms Engine Company #3 at approximately \$83,000.00.

Mr. Sampson then explained to the committee that the Office of Emergency Management currently has five vehicles. He stated that all five vehicles need work to keep them on the road. He is requesting (2) vehicles over a six year period. The cost would be approximately \$27,500.00 per vehicle. The OEM would decommission four of the five vehicles.

Mr. Iacuone questioned the use of the Explorers and wondered if a pick up truck with a cap might be a better use. Mr. Sampson said they won't necessarily be carting items around and they feel that (2) four wheel drive vehicles would be better suited.

Mr. Domurad noted that they would need to add in the cost of financing. Mr. Sampson said he is waiting for that paperwork to come in. Mrs. Szewczyk questioned whether or not if any of the schools had generators. Mr. Sampson said the new plan would designate one school and then all the fire houses.

Mr. McLiverty asked Mr. Sampson what kind of grant is the State offering? Mr. Sampson said it is a competitive grant. Mr. McLiverty asked Mr. Sampson if he knew the award date. Mr. Sampson said the award date is May 31st with a completion date of August 31st. Mr. Sampson said if they have the Energy Study they could go out to bid. Mr. Domurad said the Community Development Agency has money to fund this.

It was agreed by the Committee that if the Community Development Agency has money they can put this out to bid.

PARKS & RECREATION DEPARTMENT, DENNIS O'CONNELL, DIRECTOR

Mr. O'Connell explained that the Parks & Recreation Department has six items for the Capital Plan.

Item #1 – New Visitor Bleachers for Ryan Field Complex – The old bleachers were removed for safety reasons and they would like to replace them with new bleachers in order to allow for the separation of fans. In addition it keeps fans on the same side of the field as the team they are supporting. Cost \$47,000.00.

Mr. McLiverty asked if this would be a permanent structure. Mr. O'Connell said it would be. Also the \$47,000.00 would include the cost to assemble the new bleachers.

Item #2 – Repair and Resurface the Coon Hollow Basketball Court and add two new poles and hoops – Mr. O'Connell stated that the court is heavily used on a daily basis and numerous people from a young age to adults have to wait in order to play. The new court would require the removal of one tennis court; however the huge success of the basketball court has become a priority. Mr. O'Connell said it has been 15+ years since it was painted and resurfaced. He noted that the Public Works Department did a “band-aid” to the court last year. Cost \$15,000.00.

Mr. McLiverty asked the committee members if anyone had any questions. None were raised.

Item #3 – Replace the Ryan Field Complex Field House roof – The harsh winter has caused the Field House roof at Ryan Field to sag and is causing cracks in the ceiling. The roof is over 15 years old. It is a flat roof and water is not draining due to the sagging. The consequences of not replacing it is damage to the field house or possible collapse. Cost \$15,000.00 Mr. O'Connell informed the committee that he had engineers visit the site and one of the engineers thought it would be wise to build a pitch roof on the building instead of a flat roof.

Item #4 – Jacuzzi/Whirlpool Replacement at the Derby Veterans' Community Center – Mr. O'Connell explained that the Jacuzzi is very popular, especially with older members and is used all day long. The current Jacuzzi is 15 years old and the ability to keep it

repaired is limited. He explained that it would be a huge loss to the members if we were to lose this piece of equipment. Cost \$10,000.00.

Item #5 – Field House Groomer for Ryan Field Complex – The present groomer was able to be fixed this past year but its life expectancy is limited due to its age. Cost \$11,200.00

Item #6 - Complete Ryan Field Home Bleacher Replacement – One half of the project is complete and they would like to request funding to complete the second half. Cost \$62,000.00.

DERBY SENIOR CENTER, MARY LABRANCHE, DIRECTOR

Ms. LaBranch informed the committee members that the patio in the rear of the Senior Center is seriously deteriorating and presents a trip hazard, noting that a couple of members have already fallen. Milone & MacBroom, the City's engineers, came out to the site and have prepared three options to fix the problem:

Option #1

- Removal and disposal of existing pavers and sand
- Install with standard brick or concrete pavers (2"-2.5"±) on 1" of sand
- Sweep joints with infill for the joints should be polymeric sand

Option #2

- Removal and disposal of existing pavers and sand
- Clean the existing concrete base
- Provide a 1" depth of bituminous concrete with neoprene adhesive for pavers
- Sweep the joints with polymeric sand

Option #3

- Remove and dispose of existing pavers
- Clean and prepare concrete base
- Pave 3"± of bituminous concrete over entire patio area

Options #1 and #2 using \$10.00 per ft.² expected cost should be approximately \$20,000 to replace the entire patio and walkway.

Option #3 depending on escalating paving costs (due to oil prices) should be somewhere between \$5,000 and \$10,000.

Mr. McLiverty asked the committee members if anyone had any questions. None were raised.

DERBY FIRE MARSHAL'S OFFICE, PHILIP A. HAWKS, FIRE MARSHAL

Fire Marshal Philip A. Hawks has requested a new Fire Marshal's vehicle to replace the current 2003 Ford Expedition that has 90,000 miles. He informed the committee that he would use the same specifications that the Fire Department used to purchase the Chief's vehicle.

DERBY POLICE DEPARTMENT, DEPUTY CHIEF SCOTT TODD

Deputy Chief Todd informed the committee that the department would be seeking (2) 2011 Crown Victoria's. He explained that this is the last year Ford is making the Crown Vic's. The vehicle that is replacing the Crown Victoria's is the Police Interceptor, which costs \$3,000 more and is very small. He noted that there will be a cost savings by purchasing the Crown Victoria's that are currently on the dealer's lot. Failing to fund this purchase would disrupt the established replacement schedule causing an increase in fleet mileage, increase in fleet repair and maintenance costs.

The department is also seeking Mobile Computer Access. D/C Todd explained that this allows our officers to access our in house computer system for in car report writing as well as COLLECT (State law enforcement computer system) and NCIC (National Crime Information Center.) He explained that the current record management system does not allow for in car report writing forcing our officers to spend time off the road to write reports in the station, which detracts from our road presence. Failing to fund this feature of our CAD upgrade will force our officers to continue to park their vehicles and spend significant time in the station completing reports.

The next item being requested is the Computer Aided Dispatch (CAD) and other system software upgrades. The current system software is ten years old and has exceeded the time frame for replacement. D/C Todd noted that their current CAD vendor is having difficulty maintaining the software and has repeatedly warned the department that they will soon discontinue servicing it. The software runs the entire dispatch center and failure would shut down the system.

Sign replacement is a mandatory item that must be completed by 2015. Failure to complete this project will result in money lost to the department.

DERBY FIRE DEPARTMENT, KELLY CURTIS, COMMISSIONER

Mr. Curtis said the first item requested is to upgrade the radio communications and conversion wide band mode to narrow band mode. The upgrade will create redundancy in communications between CMED dispatch and the City's Fire/EMS dispatch. He explained that in the past there have been problems with the dispatching when lines have gone down between New Haven and the Valley. When these lines fail there is not dispatching ability. This upgrade will allow them to dispatch from the Hotchkiss Hose Co. It will also give the City a second dispatch center. It will also cut down on monthly costs of two of the rented lines from AT&T. Mr. Curtis stated that the conversion from wide band to narrow band mode is mandated by the FCC and must be completed by January 1, 2013. If this change is not made it could affect life, safety and property of City taxpayers due to not being able to receive or transmit radio communications if the system goes down. Cost - \$20,000.

The next item requested is the upgrade of all (78) Self Contained Breathing Apparatus (SCBA) with Scott Tracker system. Mr. Curtis stated that we would be able to track and locate fallen firefighters through GPS within a structure or emergency situation with the assistance of the "T-Pass" system that is already in place with the Derby Fire Department. He noted that the department has already received start up equipment, which has come from various grants. Mr. Curtis informed the committee that if this item

cannot be approved this coming fiscal year then he would ask that it be considered for the following year. He explained that this needs to be done all at the same time since we could possibly face a liability issue if done over time – some would have the upgrade and others would not. Cost - \$20,000.

Mr. McLiverty asked the committee members if anyone had any questions. None were raised.

Mr. Curtis present invoices to the committee for work done on Engine 12.

Mr. Curtis presented the Statement from Superior Mechanical Systems, Inc. for work done at Hotchkiss Hose. Ms. Finn stated that she has the invoices; however she noted that Superior has never arranged for a final inspection with the Building Inspector, David Kopjanski. She said they have been told at least twice to arrange the inspection and that no invoices will be paid prior to the inspection.

The Committee did not take any action on the Superior Mechanical invoices.

STORM AMBULANCE & RESCUE CORPS., DAVID LENART, ASSISTANT CHIEF

Mr. Lenart informed the committee that the Storm Ambulance and Rescue Corps go on approximately 1,200 EMS calls per year. Their first request is for a Ferno Powerflex Stretcher. Mr. Lenart told the committee that they currently operate with Ferno manual lift stretcher cots. He explained that this requires the EMT's to manually lift the patient from ground level to the back of the ambulance. He noted that unfortunately most of the time the ambulance is staffed by only two EMT's and it is very common for some patients to weigh well over 250 lbs. One of the Corps main goals is to prevent serious debilitating back injuries to their members. Although there are many aspects of EMS work that require patient lifting, the lifting of the stretcher cot is the biggest threat for injury; however it is the most preventable. The power lift stretcher cot is fairly new to the market and incorporates a battery operated hydraulic lifting mechanism that is capable of raising and lowering patients weighing up to 700 lbs. Cost – approximately \$9,800.

The next item that Storm's Ambulance and Rescue Corps is requesting is the Masimo Rad-57 Carbon Monoxide/Pulse Oximeter. This is a handheld meter capable of monitoring carbon monoxide (CO) and oxygen levels in a patient's blood stream. Mr. Lenart explained that every year they respond to many carbon monoxide alarms and emergencies. They presently have no way to access or monitor a patient's CO levels. The Rad-57 meter would enable them to monitor CO levels in the blood stream and determine whether or not the patient needs to be transported to the hospital. The meter is also extremely important in accessing firefighters CO levels after fighting a fire. It is vital that they have the capabilities to monitor the firefighters CO levels to determine if hospital treatment is necessary. Cost - \$3,755.

Mr. Lenart informed the committee that they have also listed out long-term Capital purchases for vehicles. They are included in the handout he provided.

DERBY PUBLIC WORKS

Public Works has submitted their requests for 2011-2012 as well as 2012-2016. Their first request is for Narrow Banding of radios in the department. They noted that the State of Connecticut and the Federal Government is ordering all public safety agencies to meet the mandatory deadline of narrowbanding all radios within their departments. If this task is not completed then the City could be subject to fines. Cost - \$12,420.

Public Works has also requested that the center lines on the main roads around the city be painted. They noted that the lines have not been painted in over 6 years. They are faded and motorists are complaining about the lines missing. All center lines should be repainted at least every three years. Cost - \$20,000.

A new paint machine with cart has also been requested by the Public Works Department. This machine would be used to paint crosswalks, handicap spaces, fire lanes, no parking lines and street lines. The current machine is very old and needs to be replaced. The cost of hiring outside contractors to do this work is very expensive. Cost - \$13,000.

The last item requested under 2011-2012 is for a Skid Steer Loader. They would like to replace the 1987 Skid Steer Loader, which is in very poor condition. This machine is used where a normal pay loader or backhoe cannot access into small, tight spaces. The cost of upkeep of the current machine is getting out of control and is very high. Cost - \$55,000.

DERBY PUBLIC LIBRARY

The library has requested new carpeting for the middle and upper floors. They would also like to repair sagging sheetrock and paint the upper level meeting room and offices. They noted that the Library gets tremendous traffic throughout and the carpet condition worsens every year, along with the flooring problem. It has not only become unsightly but it is creating safety issues for patrons and staff. The meeting room is highly used by the community. Completion of this project would preserve the integrity of the building and enhance its appearance. Lack of attention to this area will only worsen the problem.

DERBY BOARD OF EDUCATION

The Board of Education has submitted a draft of the Derby Public Schools' Five Year Capital Plan for our review. They stated in their email that while all the items listed are important projects, they would like to stress the need for the replacement of cafeteria tables at Derby High School. They are in serious need of replacement as they are cracking and not adequate for the high school students. In addition to the cafeteria tables at an approximate cost of \$24,000 the other items requested are:

- Plow Truck – (All Schools) - \$35,000
- Renovate 8 classrooms – 2 per school - \$41,200
- Replace half of gym lockers (DHS) - \$20,000
- Asbestos abatement 16,000 ft.² if floors – Phase 1 of 10 - \$60,000
- Exterior Brick & Mortar repair and sealing (Bradley) - \$40,000
- Roof replacement and pitch change (Bradley) - \$1,045,000

A MOTION was made by Mrs. Szewczyk with a second by Mr. Iacuone to approve for payment of Invoice #1643 in the amount of \$2,100.00 and Invoice #1674 in the amount of \$4,270.00 to Silver Hill Equities, LLC. **Motion carried.**

NEXT MEETING

The next meeting of the Capital Planning Commission will be on Thursday, April 14, 2011 at 6:30 p.m. at Derby City Hall

ADJOURNMENT

A MOTION was made by Mrs. Moran with a second by Mr. Domurad to adjourn the meeting at 8:25 p.m. **Motion carried.**

Respectfully submitted,

Patty Finn
Recording Secretary

**RECORDING SECRETARY NOT PRESENT AT MEETING. MINUTES DERIVED FROM TAPE
RECORDING OF MEETING.**