

## **CITY OF DERBY CAPITAL PLANNING COMMITTEE MEETING**

**APRIL 14, 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. , Timothy C. Conlon (arrived at 7:00 p.m.)

Absent: Ken Marcucio, Sr.  
Ken Hughes, Excused Absence

Also Present: Chief Gerald Narowski, Derby Police Department  
Charles Sampson, Director, Office of Emergency Management  
Fire Marshal Philip A. Hawks  
Commissioner Kelly Curtis, Derby Fire Department  
Dennis O'Connell, Director, Derby Parks & Recreation  
Pamela Mangini, Business Manager, Board of Education

#### **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 Mrs. Szewczyk 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 Mrs. Moran with a second by Mr. Iacuone to close the Public Portion. **Motion carried.**

#### **OLD BUSINESS**

Mr. McLiverty stated that the City has consistently funded the Capital Plan over the past twelve years and it's important to do so because not only are we investing in our infrastructure but we're also protecting our assets. He noted that's important to keep in mind and although we're going to see a decrease in revenue from the State, how much is anyone's guess, funding a Capital Plan has a lot of benefits from a bond rating perspective. It's one of the four key elements or indicators of success that they use when they do a bond re-evaluation. Mr. McLiverty told the committee that we have had four bond upgrades at the same period where we've had our Capital Plan and

that's been one of the noted positives for our City that we have a "pay as you go" Capital Plan. The bond companies like that because it shows fiscal prudence, budgeting and a commitment to our assets. He said he would like everyone to keep that in mind as we move forward.

Mr. McLiverty said we had requests from the department heads, which were submitted at our last meeting. Since that time we have taken the requests and prepared a spreadsheet, which everyone should have received. He noted that he has taken the sheet and for a jump off to the discussions this evening shaded some of the items under each department. The current operating budget has \$199,000 for miscellaneous capital and \$99,000 for LoCIP. Mr. McLiverty said he would like to start off discussions using those figures for the 2011-2012 Capital Plan. That would give us a total of \$292,000.00. He informed those present that in the budget this year there is currently \$118,000 in Capital lease payments, which will not be needed in the next year.

### **REVIEW OF CAPITAL REQUESTS**

**Board of Education – Pamela Mangini** – Ms. Mangini stated that the top priority is the cafeteria tables at Derby High School. The Plow Truck would be their next request. She stated that the truck is sorely needed – especially if we encounter another winter like last year. Ms. Mangini noted that the asbestos abatement is also a priority.

Mr. McLiverty asked the members if there were any questions. Mr. Iacuone questioned the need for the Plow Truck. Is the current one really in bad condition and if so how did it get that way. He also wondered if Public Works would be better off receiving the truck since he feels that it would be put to more use – they are the ones that actually do the real plowing at the schools. Ms. Mangini noted that they don't do all the parking lots; however she doesn't have the specifics as to what lots they do. Mr. Culmo said Public Works does most of the lots but they don't get to them until after the public roads are done. He said it would be a huge help if they did have the Plow Truck to at least begin some of the work until Public Works could get to the site. Mrs. Szewczyk questioned whether or not it would be a good idea to have a cost analysis done – perhaps an outside service might make more sense. Mr. McLiverty said he wondered whether or not a truck would even be a prudent move. There were no further questions.

**Parks & Recreation Department – Dennis O'Connell** – Mr. McLiverty informed Mr. O'Connell that he highlighted the roof and the Jacuzzi because he wondered whether or not there might be a Health Code issue.

Mr. O'Connell informed the committee that since the last meeting the Field House Groomer had taken a turn for the worse. He noted that they are going through a quart of oil each time it is started. Although they have made repairs to the Groomer in the past he doesn't know how much longer it really has. Mr. McLiverty asked whether or not it will make it until July 1<sup>st</sup>. Mr. O'Connell said he isn't sure; however if it doesn't there are other more time consuming ways to do the work.

Mr. McLiverty asked Mr. O'Connell if he would be okay with having the Groomer, Field House Roof and Jacuzzi for the Capital Plan. Mr. O'Connell said the main item that community wants are the new visitor bleachers at the Ryan Field Complex. He said he would be remiss if he didn't mention those as the top priority. Mr. O'Connell said in place of the Jacuzzi he would like to have the repair and resurfacing of the Coon Hollow Basketball Court with the addition of the two new poles and hoops. The Jacuzzi can hold out for another year.

Mr. McLiverty asked the members if there were any questions. There were no further questions.

**Highway (Public Works Department) Ron Culmo** – The Narrow banding of the radio system is the top priority. Also the painting of the center lines absolutely needs to be done. It was noted that this would be done by an outside contractor. Mr. McLiverty asked if it could be done by the department if we were to give you the paint machine. Mr. Culmo said the job is too big to be handled by the paint machine, which is used for smaller jobs.

Mr. McLiverty asked the members if there were any questions. There were no questions raised.

**Police Department – Chief Gerald Narowski** – Mr. McLiverty stated that he has highlighted the two Ford Crown Victoria Police Interceptors and the CAD and other software upgrade. Chief Narowski said the vehicles are needed to keep up with the vehicle replacement plan. He stated that this is the last year for the Crown Victoria's and they will no longer be manufactured. He said he would like to lock in these vehicles as there are only 19 left in the country.

Chief Narowski explained that the CAD package goes back to 2002 – the life expectancy of the software is about three years. The department is three cycles past the service life and they are only one of two Police Departments still on this original software. He noted that the CAD and upgrading of the Mobile Computer Access was supposed to be one package; however they split it up due to the economic climate. Chief Narowski said the Upgrade to the Mobile Computer Access would allow for in car reporting. The Chief also reminded the committee that they were able to obtain the phone system in the current Capital Plan for less than the State Contract pricing. They were able to save \$16,500.00 on the system and return that to the City. Any consideration on possibly funding the Mobile Computer Access would be appreciated.

Mr. McLiverty asked the members if there were any questions. Mrs. Szewczyk questioned whether the Mobile Computer Access would be all or nothing – could it be done in pieces? Chief Narowski stated that it is all or nothing. The upgrades are not the computers themselves – it's using the existing hardware in the cars. It's the Centrex server in house and it's the code that's written in between the RMS System and its accessing (inaudible) to collect (inaudible) which is our telecommunication system within in the State that puts out the information. He noted that it is a high security system that has to meet the requirements of the State. Mr. McLiverty asked the Chief if we do the CAD and not the upgrade if that would be okay. Chief Narowski said it

would and explained that the CAD has to come first since it changes the version of the software that they're running and that they would use the existing hardware. Mr. McLiverty said they would take the \$16,500 under consideration towards the upgrade to the Mobile Computer Access.

**Fire Department – Commissioner Kelly Curtis** – Mr. Curtis stated that the communication upgrade is the top priority. He said if the committee is not able to do the Firefighter Tracking System this year that it is in next year's request. Mr. Curtis explained that the Chief did receive a grant and we have a base unit – this would add to the system. He noted that they would continue to research grants.

Mr. McLiverty asked the members if there were any questions. Three were no questions.

**Senior Center** – Mr. McLiverty stated that the walkway is a hazard and therefore a liability. Option #2 was the favored option by the Senior Center.

**Emergency Management – Charles Sampson** – Mr. Sampson stated that they have been awarded a grant in the amount of \$50,000 towards the generator. He informed the committee that bid specs are being drawn up to put this project out to bid.

Mr. McLiverty asked the members if there were any questions. Mr. McLiverty questioned whether people would be brought to City Hall in case of a crisis. Mr. Sampson said if a major disaster were to occur all City agencies and outside agencies would gather at City Hall as the center. He said it doesn't make any sense to have all key personnel here at City Hall and not have a generator in case of power outage. Mr. McLiverty questioned the use of the Middle School as a crisis center – we're going to invest in a generator there wouldn't that make more sense – it has the bathrooms, showers, kitchen – have everything under one roof. Mr. Sampson stated that's not how it's done and it's best to separate the personnel from the people staying at the shelter.

Mr. McLiverty asked the members if there were any questions. There were none.

## **REVIEW OF ITEMS**

Mr. McLiverty said if we elect to do all the items just mentioned, including the Field House Groomer, the Basketball Courts and painting the Center lines that leaves us at \$42,098.00. If we do the generator at \$33,000 that leaves a \$9,000 balance noting that the Police Department needs part of that. That would take care of our share of the generator and also get them the CAD upgrade. The balance could then go back to Board of Apportionment & Taxation.

The Board of Education request was raised. Mr. McLiverty said he feels that a dialogue needs to be opened up about a possible referendum for the repairs they are requesting.

The Fire Marshal's request for a vehicle was raised. Mr. Hawks noted that the vehicle was last replaced in 2003. Mr. McLiverty asked Mr. Hawks if he is facing a lot of repairs for the vehicle. Mr. Hawks said he isn't. Mr. Domurad asked on average how many

miles are used each year. Mr. Hawks said between 12,000 and 15,000 miles. It was noted that there is currently 89,000 miles on the vehicle. Mr. McLiverty said he doesn't feel that this is a priority and would be more pressed to do the cafeteria tables or the Firefighter Tracking System. He said he can't see not buying a GPS device to track a firefighter during a fire but buying a vehicle for someone who goes after the fire. Mr. Hawks took exception to this remark. He stated that for everyone's information his fire investigation begins when the alarm sounds, not when the fire is out. Mr. McLiverty said he feels with 5 square miles the vehicle can make it for another year. Mr. Domurad said he would have to agree with Mr. McLiverty.

Mr. McLiverty stated at our next meeting we can decide if we go with the Firefighter locator or the tables for the Derby High School.

### **FIRE DEPARTMENT REVIEW**

Mr. Curtis said with all the plans with replacing fire apparatus there was something created in 1995 or 1996 by former Commissioner Jim Butler, which fell by the wayside with the replacement of the ladder truck. He then handed out three different scenarios to the committee to replace equipment and reviewed each scenario. He said he feels the Committee needs to select a scenario. Commissioner Curtis feels scenario 3 would be the best route to go. The committee members will review the information.

### **NEXT MEETING**

The committee reviewed their calendars and selected April 27<sup>th</sup> at 6:30 as their next meeting date.

Mr. McLiverty wished everyone a Happy Easter.

### **ADJOURNMENT**

**A MOTION** was made by Mrs. Moran with a second by Mr. Iacuone to adjourn the meeting at 7:45 p.m. **Motion carried.**

Respectfully submitted,

Patty Finn  
Recording Secretary

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