

TOWN COUNCIL AGENDA
Special Meeting – Monday, May 14, 2018

7:00 PM
TOWN COUNCIL CHAMBERS
Town Hall – 505 Silas Deane Highway

Pledge of Allegiance
Recording of Attendance by Town Clerk

1. COUNCIL ACTION

- A. Adoption of the Town of Wethersfield 2018-2019 Budget
- B. Approval of the purchase of body cameras for the Wethersfield Police Department
- C. Authorization to submit a Local Transportation Capital Improvement Program grant for improvements to Wolcott Hill Road and Highland Street.
- D. Renewal of auditor's contract for 2018 audit.
- E. Cancellation of the May 21, 2018 Town Council Meeting.

2. ADJOURN.

TOWN COUNCIL AGENDA ITEM

DATE: 5/8/2018

DEPARTMENT: Wethersfield Police Department

REQUESTED BY: Chief James L. Cetran

ITEM: State of CT Office of Policy and Management Body-Worn Recording Equipment Grant Program (BWRE Grant Program)

JUSTIFICATION: Acceptance of this grant will allow 100% reimbursement, following the purchase of Body Worn Cameras and associated IT equipment. The initial purchase will be made from asset forfeiture funds.

Estimated Budget for Body Worn Cameras and associated IT equipment are as follows: \$55,000-\$60,000.

COST: N/A

BUDGET SOURCE/AMOUNT: N/A

IMPACT IF NOT APPROVED: The funding is available and if not approved the department would lose out on the reimbursement.

DEPARTMENT HEAD COMMENTS: In Late 2008, The Wethersfield Police Department implemented the in car video system called "Watchguard". After researching many other systems, the Watchguard brand was determined to be the best fit for the department. Through the years, upgrades were made to the system, to where now all video is downloaded wirelessly to a large server in the Police Department. This system has performed spectacularly and has helped prove and disprove many incidents very quickly. We currently have 12 in car video camera systems.

With this being said, not all video is captured with the in car video system as the incident needs to be in view of the camera in the cruiser, therefore at times valuable information is not being recorded.

The police department wants to be more proactive and capture more incidents with our officers by adding body cameras to our current system. Based on the fact that we currently use Watchguard in car systems, it makes sense to stay with the Watchguard for the body camera because they will directly sync together. This also allows compatibility with software and hardware, making searching for incidents that include both the cruiser video and body cam video, easier. Additionally it makes sense that repairs and maintenance are done by the same vendor who knows the entire system.

TOWN COUNCIL AGENDA ITEM

The Police Department plans on purchasing 30 body cameras and associated software and hardware. This amount will allow all line officers to have a camera and extra units as spares.

TOWN MANAGER COMMENTS: Concur with Chief Cetran.

ATTACHMENTS: None

ACTION REQUIRED: Motion to authorize acceptance of the Office of Policy and Management Body-Worn Recording Equipment Grant for the purchase of body cameras for the Wethersfield Police Department and allowing asset forfeiture funds for the initial purchase.

TOWN COUNCIL AGENDA ITEM – BID/RFP AWARD

DATE: May 14, 2018
DEPARTMENT: Public Works/Engineering
REQUESTED BY: Derrick Gregor

ITEM: Request to apply for Local Transportation Capital Improvements Program (LOTICIP) funds made available by the Connecticut DOT through the Capital Region Council of Governments (CRCOG) for two projects that include reconstruction of Wolcott Hill Road from Jordan Lane to Victoria Road in Hartford and resurfacing of Highland Street from the Rocky Hill town line to Thornbush Road.

TOWN BID/RFP #: N/A **STATE CONTRACT #:** N/A
BID/RFP DATE: N/A **TERM:** N/A
RENEWALS: N/A **TERMS OF RENEWAL:** N/A
COST: N/A **BUDGET SOURCE/AMOUNT:** N/A

JUSTIFICATION / IMPACT IF NOT APPROVED:

Existing road conditions along Wolcott Hill Road to the north of Jordan Lane are very poor and the scope and high cost of required improvements make them difficult to complete as part of our annual paving programs; therefore, if not approved, the road conditions will continue to worsen until funding can be secured. Highland Street is also in poor condition and will continue to deteriorate until the mill and overlay work can be funded as part of a future paving program.

DEPARTMENT HEAD COMMENTS:

CRCOG periodically solicits LOTICIP applications for large projects that include road reconstruction and pavement rehabilitation projects, which have separate funding sources within the program. Each municipality can submit up to two applications having a minimum cost of \$300,000 each with a combined maximum award of \$3,000,000. The Town will be responsible for 100% of design costs, estimated to be \$200,000; however, all construction and associated inspection costs are fully funded by the program. At this time, CRCOG anticipates funding would be available for construction in 2020 at the earliest.

Pavement cores were completed along this segment of Wolcott Hill Road to confirm an 8” thick concrete road base is present below the pavement that is causing significant cracks and potholes to form along its joints. To properly reconstruct the road, the pavement and concrete base must be excavated and replaced with a processed aggregate base and new pavement section. The estimated cost of this work is approximately \$2,400,000 with required incidental work and contingencies, and includes replacement of the entire road structure, installation of granite curb, sidewalk ramps, concrete pads at the bus stops, a pull-off area near the new bus shelter, minor drainage improvements and restriping to provide reduced lane widths and bike lanes in each direction that will also serve as traffic calming measures. The existing center islands with trees in between the northbound and southbound lanes will remain.

The City of Hartford and CT Transit have reviewed the plan and are both in favor of the project. If this project is selected, the anticipated Town cost for design services is estimated to be \$200,000.

Given the high traffic volumes along this segment of Highland Street, the road will require resurfacing in

TOWN COUNCIL AGENDA ITEM – BID/RFP AWARD

future years and we anticipate it will still be in a suitable condition for milling and overlay once funds are available. Since the scope of this project is limited, design services can be completed by Town staff, and therefore, would result in no cost for the Town.

These projects will be submitted under separate project categories within the LOTCIP program so they are not competing for the same fund allocations. Note that the Town is under no obligation to provide matching funds for design services to apply; however, if the Wolcott Hill Road project is selected, we will need to determine if the required local match can be funded prior to moving forward with the project.

TOWN MANAGER COMMENTS: Concur with Mr. Gregor

ATTACHMENTS: Plans showing project limits for both projects dated 5/9/18

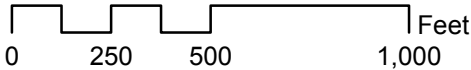
ACTION REQUIRED: Motion to authorize the submission of a 2018 Local Transportation Capital Improvement Program grant.



TOWN OF WETHERSFIELD
 Engineering Division
 505 Silas Deane Highway
 Wethersfield, CT 06109
 Phone: 860-721-2850
 Fax: 860-721-2843

**2018 LOTCIP APPLICATION
 HIGHLAND STREET RESURFACING PROJECT**

**DATE: 5/9/2018
 SCALE: 1"=500'**



TOWN COUNCIL AGENDA ITEM - BID/RFP AWARD

DATE: May 14, 2018

DEPARTMENT: Town Manager

REQUESTED BY: Jeffrey K. Bridges, Town Manager

ITEM: To designate an independent public accountant to audit the books and accounts of the Town, including the Board of Education pursuant to the requirements of Section 719 of the Town Charter, and to approve an agreement for that purpose with Blum Shapiro & Company, P.C. for the fiscal year ended June 30, 2018.

TOWN BID/RFP #: n/a

STATE CONTRACT #: N/A

BID/RFP DATE: n/a

TERM: 1 Year

RENEWALS: No

TERMS OF RENEWAL: N/A

COST: \$52,000 (Town \$33,280/BOE \$18,720) **BUDGET SOURCE/AMOUNT:** FY19 Operating Budget

JUSTIFICATION: The Town Charter and State statutes require the designation of an independent public accountant to perform an annual audit.

IMPACT IF NOT APPROVED: Non-compliance with the Town Charter and State statutes.

DEPARTMENT HEAD COMMENTS: None.

TOWN MANAGER COMMENTS: We will conduct a full RFP process for the next audit.

ATTACHMENTS: None.

ACTION REQUIRED: Motion to designate Blum Shapiro & Company, P.C. to audit the books and accounts of the Town, including the Board of Education pursuant to the requirements of Section 719 of the Town Charter, and to authorize the Town Manager to enter into an agreement with Blum Shapiro & Company, P.C. for that purpose for the fiscal year ended June 30, 2018.

TOWN COUNCIL AGENDA ITEM

DATE: May 10, 2018

DEPARTMENT: Town Manager

REQUESTED BY: Jeff Bridges, Town Manager

ITEM: Cancellation of the May 21, 2018 Regular Town Council Meeting

COST: N/A **BUDGET SOURCE/AMOUNT:** N/A

JUSTIFICATION: The Council will hold a special meeting on Monday, May 14. Other regular business items will be covered at that meeting making the meeting on the 21st unnecessary.

IMPACT IF NOT APPROVED: If not approved they meeting on the 21st will proceed as scheduled.

TOWN MANAGER COMMENTS: We would have not agenda items ready for action on the 21st.

ACTION REQUIRED: None.