TOWN COUNCIL AGENDA

Regular Meeting – Monday, June 6, 2022

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

Pledge of Allegiance
Recording of Attendance by Town Clerk
Recognition of Councilor Mary Pelletier

A. PUBLIC COMMENT

1. Hearings:
   a. Pedestrians Interfering with the Flow of Traffic Safety and Fraudulent Solicitation of Alms Ordinance

2. General Comments:
   a. Public
   b. Council Reports (reports on Boards and Commissions)
   c. Council Comments (comments on any topic)
   d. Town Manager’s Report
   e. Town Clerk Communications

B. COUNCIL ACTION

The Chairperson may indicate those matters of unfinished business to be considered

1. Resignations and Appointments from Boards and Commissions:

2. Approval of Ordinances and Resolutions:
   b. Pedestrians Interfering with the Flow of Traffic Safety and Fraudulent Solicitation of Alms Ordinance

3. Unfinished Business:

4. Bids:
   a. Award of contact to Ambassador Wheelchair Services for the provision of Elderly transportation services for Dial-a-Ride
   b. Approval of Consultant for Historic Analysis of Kycia Farm Barn

5. Other Business:
   a. Ordinances and Resolution for Introduction
      1. Grant-in-aid Funding Allocations to the Town for Public Infrastructure and Library Improvements
      2. Resolution for School Bond Referendum
      3. Change in Town Council Meeting Schedule – Cancellation of one July meeting and one August meeting

6. New Business:

7. Minutes:
   a. May 2, 2022     Regular Meeting
   b. May 5, 2022     Special Budget Meeting
   c. May 10, 2022    Special Budget Meeting
   d. May 11, 2022    Special Budget Meeting
e. May 16, 2022  Regular Meeting

8. **Public Comment**

9. **Executive Session:**
   a. Personnel Matter – Town Clerk
   b. Pending Litigation - Ridge Road Development vs Town of Wethersfield

10. **Adjourn**

The meeting may be viewed on:
- COX channel 16 or Frontier channel 6101
- Town of Wethersfield’s Facebook page
- Youtube® Channel, “Wethersfield Government Access TV” shortly before the meeting begins at: https://www.youtube.com/channel/UCfu-B0gYVxmd5i4F7nQ

Written comments will be accepted at councilcomments@wethersfieldct.gov. The deadline to submit emails on the day of the meeting is 3:00 p.m. for the first comment session.

Citizens are able to review minutes for Town Boards and Commissions at: http://wethersfieldct.gov - use the Agendas and Minutes tab on the right side.
ORDINANCE

CHAPTER 113-4 PEDESTRIANS INTERFERING WITH THE FLOW OF TRAFFIC

It shall be unlawful for a pedestrian to enter and/or approach close enough to a passing vehicle on a highway defined by CGS 14-1 which would:

1. create an immediate hazard to himself or herself, or
2. cause, attempt to cause, or create the likelihood of causing the slowing or stopping of vehicles on a highway.

Nothing herein shall prohibit events permitted by the Department of Public Safety to take place within a highway during which traffic and pedestrian traffic will be managed to protect public safety such as parades, festivals, and charitable events or fundraisers.

A person acting in violation of this ordinance shall be subject to a fine not exceeding $50.

CHAPTER 116-14 FRAUDULENT SOLICITATION OF ALMS

Definitions - As used in this article, the following terms shall have the meanings indicated:

ALMS – Money or things of value donated to a solicitor.

FRAUDULENT MANNER – The receipt of alms through fraudulent actions including, but not limited to, the asking of, or soliciting of alms, through use of any of the following misrepresentations:

Fraudulently stating or expressing that the donation is needed to meet a specific need, when no such need exists.

Fraudulently stating or expressing that the solicitor is collecting alms as a member or agent of a charitable or civic organization with which the solicitor is unaffiliated.

Fraudulently stating or expressing that the solicitor has a physical disability through means including but not limited to the use of any makeup or device to simulate deformity, when no such need exists.

SOLICITOR – Anyone who asks for or solicits alms.

CHAPTER 116-15 Prohibited Conduct.

A. No person may ask, beg, or solicit alms, including money and other things of value, in a fraudulent manner.

B. A person committing an act prohibited by this article shall be subject to a fine not exceeding $50.
FOR ACTION

APPOINTMENTS TO BOARDS AND COMMISSIONS

SENIOR CITIZENS ADVISORY COMMITTEE

Lynn Sperini D 270 Wolcott Hill Road 6-6-22 to 6-30-24

CENTRAL CONNECTICUT HEALTH DISTRICT

Ann Marie Diloreto D 143 Eastern Drive 6-6-22 to 6-30-24

GREATER HARTFORD TRANSIT DISTRICT

Cindy Jacobs D 71 Sunrise Terrace 6-6-22 to 6-30-26

INSURANCE COMMITTEE

Lauren J. Rhines D 366 Ridge Road 6-6-22 to 6-30-27

Proposed by – Councilor Forrest

Date of Action – June 6, 2022
COUNCIL AGENDA ITEM - RFP AWARD

DATE: June 6, 2022

DEPARTMENT: Social, Youth and Senior Services

REQUESTED BY: Kathleen A. Bagley, Director
                Erica Texeira, Assistant Director

ITEM: Award of contract to Ambassador Wheelchair Services for the provision of elderly transportation services for Dial-a-Ride.

TOWN RFP #: 2022-15  STATE CONTRACT #: 

RFP DATE: May 3, 2022  TERM: One year.

RENEWALS: Yes  TERMS OF RENEWAL: Two renewals, terms negotiable.

COST: $137,000/year – approximately 833 rides/month (10,000 rides/year) $13.70/one-way ride

BUDGET SOURCE/AMOUNT: General Fund: $120,000;
Reallocate ARPA Funds from Fiscal Year 2021-22(Dial A Ride Service) - $17,000

JUSTIFICATION: Dial-a-Ride service allows seniors and those with disabilities to maintain independence by having access to transportation for medical appointments, food shopping and basic needs as well as socialization (e.g., transportation to Senior Center). For many subscribers, Dial-a-Ride is their only means of transportation to medical appointments and to obtain basic needs.

IMPACT IF NOT APPROVED: Dial-a-Ride would cease and those who use it would not have access to transportation within their means.

BACKGROUND: The Town contracts out its Dial-a-Ride service which provides transportation to those over 60 or those with a documented disability under 60. This contract is advertised as a one year with the option to renew and negotiate a fee for two additional years. The basic service operates Monday – Friday 8 AM to 5 PM. The basic service area includes Wethersfield, Newington, Rocky Hill, and Hartford. The provider must offer reservation service, dispatching, vehicles to accommodate a variety of needs and disabilities, screened and trained drivers, and door-to-door service for individual riders for medical and non-medical trips, and pre-scheduled group trips to grocery stores.

DEPARTMENT HEAD COMMENTS: Staff recommend the Dial A Ride contract be awarded to Ambassador Wheelchair Services, 5 Glastonbury Avenue, Rocky Hill, CT for alternate #2 for $137,000 for 10,000 rides at a cost of $13.70 per ride. They proposed the lowest
cost and have demonstrated their ability to provide the services necessary to handle our requirements. Currently, they have provided transportation services for the Parks and Recreation Department’s Therapeutic Recreation Adult trips and their sister company, Autumn Transportation, LLC is the current transportation contractor for the Wethersfield Board of Education. The cost of the service is partially offset by subscriber fees ($78 per person with sliding scale for those who have a financial need). Subscriber fees for next year are estimated at $13,000 based on approximately 200 subscribers.

Staff are recommending that the current ARPA funds budgeted in Fiscal Year 2021-22 for the Dial A Ride Service be used to make up the difference between next year’s approved budget of $120,000 and the $137,000 being requested by Ambassador Wheelchair Services. This difference of $17,000 can be funded through the current ARPA funds (FY 2021-22) because of the reduction in trips due to COVID 19. The trip reduction will result in not utilizing all the ARPA funds budgeted for this year. For Fiscal Year 2021-22, $123,000 was budgeted from ARPA funds to cover the cost of the Dial A Ride Service. Due to COVID 19, trips have been dramatically reduced and the estimated costs for trips this fiscal year is $50,000; leaving an estimated balance of $73,000.

**TOWN MANAGER COMMENTS:** Recommend approval.

**ATTACHMENTS:** RFP Results

**ACTION REQUIRED:** Motion to accept the proposal of Ambassador Wheelchair Services for Dial-a-Ride Services alternate #2 at a cost of $137,000 for fiscal year 2022-23 with a per ride cost of $13.70 and reallocate $17,000 from ARPA funds.
## Request for Proposals

**Elderly/Disabled Transportation Services**

Due date: May 24, 2022 at 2:00 p.m.

**RFP #2022-15**

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Address</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor #1</td>
<td>Ambassador Wheelchair Services</td>
<td>5 Glastonbury Avenue, Rocky Hill, CT 06067</td>
</tr>
<tr>
<td>Vendor #2</td>
<td>Coordinated Transportation Solutions, Inc.</td>
<td>35 Nutmeg Drive, Suite 120, Trumbull, CT 06611</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th><strong>Vendor #1</strong></th>
<th><strong>Vendor #2</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic Dial-a-Ride Service per trip</td>
<td>$13.70</td>
<td>$23.90</td>
</tr>
<tr>
<td>Cost for 12,000 trips</td>
<td>$164,400.00</td>
<td>$286,800.00</td>
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<tr>
<td>Alternate #1: Number of rides for Extended Service</td>
<td>$13.70</td>
<td>$25.20</td>
</tr>
<tr>
<td>Cost for 11,000 trips</td>
<td>$150,700.00</td>
<td>$277,200.00</td>
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<tr>
<td>Alternate #2: Basic Dial-a-Ride Service per trip</td>
<td>$13.70</td>
<td>$26.60</td>
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<tr>
<td>Cost for 10,000 trips</td>
<td>$137,000.00</td>
<td>$266,000.00</td>
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<tr>
<td>Alternate #3: Number of rides for extended service</td>
<td>5,600 per year</td>
<td>3,206 per year</td>
</tr>
</tbody>
</table>

I recommend that award be made to vendor(s) #________.

I certify that funds have been appropriated and are available in the amount of $__________________.

_________________________. Award was approved by Council __________________.            __________________________

Director of Finance                               Date Town Manager
TOWN COUNCIL AGENDA ITEM – APPROVAL OF CONSULTANT FOR HISTORIC ANALYSIS OF KYCIA FARM BARN

DATE: 06-06-22

DEPARTMENT: Parks and Recreation

REQUESTED BY: Kathleen A. Bagley, Director

ITEM: Approval of Consultant for Historic Analysis of Kycia Farm Barn

TOWN BID/RFP #: 2022-13

STATE CONTRACT #: N/A

BID/RFP DATE: 4/13/2022

TERM: N/A

RENEWALS: N/A

TERMS OF RENEWAL: N/A

COST: N/A

BUDGET SOURCE/AMOUNT: State Grant - $5,000.00

JUSTIFICATION: At the December 20, 2021 Town Council meeting, the council authorized the interim town manager to apply for and execute all documents necessary related to an application for historic designation report or nomination. Through this process, the town received a state grant to have a consultant complete a historic analysis of the Kycia Farm Barn and to prepare a State Register nomination form for the Kycia Farm Barn.

IMPACT IF NOT APPROVED: The project will not be undertaken and town will not determine if the Kycia Farm Barn could have a state historic designation.

DEPARTMENT HEAD COMMENTS: The Town solicited proposals for consultant services for this project. The Finance department sent out the RFP information to all fifteen (15) consultants on the CT State Historic Preservation Office (SHPO) Architectural Historian and Historian List, a legal notice was advertised in the Hartford Courant, it was posted on the State CT Source website and on the town website. This project has some unique consultant requirements. It must be completed in accordance with SHPO standards and consultants must meet the professional qualification standards for historian or architectural historian of the U.S. Department of the Interior, National Park Service. The consultant must also be approved by SHPO prior to award of contract.

The Town received one proposal from Heritage Consultants, LLC, 830 Berlin Turnpike, Berlin, CT 06037. We reviewed their proposal and interviewed the firm’s key personnel who will work on this project. The key personnel from the firm include David George, (Owner and Principal Investigator); Stacey Vairo, (Senior Architectural Historian); and Elizabeth Correia, (Cultural Resource Specialist & Jr. Architectural Historian). They have all the qualifications and experience necessary to complete the work. They meet all the requirements for the project and the firm has been submitted to the State Historic Preservation Office for their review and approval. This firm can meet our timeline and are within the grant budget for this project. They identified their proposed project methods and deliverables, outlined the objectives for the project and the tasks that will be completed. They explained the process to us and demonstrated their ability to work with all appropriate state and town officials as required.
TOWN COUNCIL AGENDA ITEM – APPROVAL OF CONSULTANT FOR
HISTORIC ANALYSIS OF KYCIA FARM BARN

TOWN MANAGER COMMENTS: This contract is funded through a state grant and would not require town funds.

ATTACHMENT: RFP Results

ACTION REQUIRED: Motion to approved hiring Heritage Consultants, LLC for the historic analysis of the Kycia Farm Barn at a cost of $5,000.00 (State Grant) pending the CT State Historic Preservation Office approval.
Bid Results

RFP 2022-13 – Consultant Services for Historic Analysis of Kycia Farms Barn

Bid Opening: May 6, 2022

<table>
<thead>
<tr>
<th>Bidder Name</th>
<th>Bid Amount</th>
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</thead>
<tbody>
<tr>
<td>Heritage Consultants, LLC</td>
<td>Total project not to exceed $5,000</td>
</tr>
<tr>
<td>830 Berlin Turnpike</td>
<td></td>
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<tr>
<td>Berlin, CT 06037</td>
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</table>
## ITEM NUMBER: B5.a.1

### TOWN COUNCIL AGENDA ITEM – BID/RFP AWARD

<table>
<thead>
<tr>
<th>DATE:</th>
<th>June 6, 2022</th>
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</thead>
<tbody>
<tr>
<td>DEPARTMENT:</td>
<td>Town Manager / Engineering / Library</td>
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<tr>
<td>REQUESTED BY:</td>
<td>Frederick J. Presley</td>
</tr>
<tr>
<td>ITEM:</td>
<td>Resolution to Accept Public Infrastructure and Library Improvements Funding</td>
</tr>
<tr>
<td>TOWN BID/RFP #:</td>
<td>N/A</td>
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<tr>
<td>STATE CONTRACT #:</td>
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<td>BUDGET SOURCE/AMOUNT:</td>
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### JUSTIFICATION / IMPACT IF NOT APPROVED:

Town staff seeks execution of a certified resolution to accept Grant-in-Aid funds from the Connecticut Department of Economic and Community Development (DECD) in the amount of $4,000,000 to complete town-wide improvements to public infrastructure and the Library. As part of this approval, the Town agrees to execute an Assistance Agreement with DECD that obligates the Town to meeting required conditions for funding provided by the state. The Town is cognizant of the conditions and prerequisites for state financial assistance.

If not approved, the Town will be ineligible to receive the $4,000,000 in State funds already approved by the State Bond Commission for completing these projects.

### DEPARTMENT HEAD COMMENTS:

These funds were allocated for “town-wide improvements to street lighting, public parking, and library and infrastructure improvements” as indicated in the attached State Bond Commission Agenda dated March 31, 2022. It is intended that $2.3M will be used for public infrastructure improvements and $1.7M will be used for improvements to the public Library located at 515 Silas Deane Highway.

At this time, specific infrastructure projects have not been identified; however, it’s anticipated that a portion of these funds may be used to supplement funding for the upcoming Community Connectivity Grant Program (CCGP) project and to supplement existing Grant-in-Aid funds allocated to reconstruct and expand public parking on properties located at 161-215 Main Street near Fire Station 1. Library improvements are expected to include relocating the current Teen Center and New Book Section, repurposing the mezzanine space and installing new flooring in the lower level. Additional information is provided in the attached Project Narrative.

Staff will return to the Council at a later date for approval of proposed improvements and to utilize associate funds.

### TOWN MANAGER COMMENTS:

This is a great opportunity provided through state Grant-in Aid funds to complete much needed improvements in the Library and various other public infrastructure projects across the Town.
ATTACHMENTS:

DECD Certified Resolution to be Executed
Excerpt from Bond Commission Agenda dated March 31, 2022
Project Narrative

ACTION REQUIRED:  For Introduction. The resolution will come back to the Council for hearing and a vote to accept the funds at the next meeting on June 21st.
WHEREAS, pursuant to Public Act 79-607, Sec. 21(b)(6)(B), the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects;

WHEREAS, it is desirable and in the public interest that the Town of Wethersfield make an application to the State for $4,000,000 in order to undertake the Public Infrastructure and Library Improvements Funding Application and to execute an Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE WETHERSFIELD TOWN COUNCIL:

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by Public Act 79-607, Sec. 21(b)(6)(B), and

2. That the filing of an application for State financial assistance by Town Manager Frederick J. Presley on behalf of the Town of Wethersfield in an amount not to exceed $4,000,000 is hereby approved; and

3. That Town Manager Frederick J. Presley is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the Town of Wethersfield.
ITEM NO. 23

OFFICE OF POLICY AND MANAGEMENT

GRANTS- IN- AID FOR URBAN DEVELOPMENT PROJECTS INCLUDING ECONOMIC AND COMMUNITY DEVELOPMENT, TRANSPORTATION, ENVIRONMENTAL PROTECTION, PUBLIC SAFETY, CHILDREN AND FAMILIES AND SOCIAL SERVICE PROJECTS INCLUDING, IN THE CASE OF ECONOMIC AND COMMUNITY DEVELOPMENT PROJECTS ADMINISTERED ON BEHALF OF THE OFFICE OF POLICY AND MANAGEMENT BY THE DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT, ADMINISTRATIVE COSTS INCURRED BY THE DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

REQUESTED: An Allocation and Bond Authorization (to agency) $120,456,214

FROM: Sec. 21(b)(6)(B)  
Acct. No. 13019- DEP43000- 41239
13019- ECD46000- 41240
13019- DOT57000- 41241
13019- DCF91000- 41243
13019- MHA53000- 43696
13019- DOH46900- 43598
13019- DPS32000- 41238
13019- SDE64000- 43600
13019- CRD47200- 00000

Total Earmarking $2,069,800,000
Previous Allocations 1,891,452,107
Balance Unallocated $178,347,893

REASON FOR REQUEST:

I. Department of Economic and Community Development

A. These funds are requested to provide funding to the Connecticut Communities Challenge Grant Program, Phase 2, at the Department of Economic and Community Development. Grants will be targeted to communities to improve livability, convenience, and appeal. Up to 50% of the funds will be allocated to distressed municipalities.

The release of these funds will be controlled through the allotment process pending project selections through a competitive process.

Funds are Requested as Follows:

Total, This Request $25,000,000

B. These funds are requested to provide a grant- in- aid to the Town of Wethersfield for town wide improvements to street lighting, public parking, and library and infrastructure improvements

Funds are Requested as Follows:

Total, This Request $4,000,000
IMPROVEMENTS TO TOWN-WIDE PUBLIC INFRASTRUCTURE AND THE LIBRARY
PROJECT NARRATIVE

This project includes improvements to street lighting, public parking and public infrastructure throughout Town, and improvements to the Public Library located 515 Silas Deane Highway to improve public safety and quality of life for Town residents and the region. We anticipate these funds will be used to reconstruct segments of Main Street and other roads, improve decorative streetlight systems, complete intersection safety improvements and improve public parking facilities, and to repurpose three areas within the Library including an expanded Teen Area, a new front entry area and mezzanine level, and new flooring for the majority of the lower level. This project will have beneficial economic impacts to the community while improving safety and critical facilities within the Town. The Town annually draws many visitors to its vibrant mix of shops, businesses, restaurants, retail, offices, museums and historic attractions, and the projects will include highly walkable and bikeable areas that have multiple indoor and outdoor activities held throughout the year.

The Town has recently been awarded $500,000 of State Grant-in-Aid funds to complete Phase 1 reconstruction of the public parking lot behind Fire Station 1 located at 171 Main Street and also $393,000 in Community Connectivity Grant Program funds to complete improvements at three intersections in Old Wethersfield. This bond fund request will supplement the investment that the State has already made in Town by maintaining critical infrastructure and further improving vehicle, bicycle and pedestrian safety. Proposed infrastructure improvements may include:

- Reconstruction, mill and overlay and other road rehabilitation/repair methods
- Reconstruction and/or expansion of public parking areas located within the right-of-way and parking lots on Town property that will include handicap parking and electric vehicle charging facilities
- Modification of intersection geometry to improve public safety
- Replacement of decorative light fixtures and expansion of existing streetlight systems
- Restriping of roads to reduce lane widths and provide bike lanes/shoulders that will also serve as a traffic calming measure
- Construction of landscaped islands
- Installation of curb bump outs and decorative stamped, colored crosswalks
- Installation of new concrete curb, concrete pads at bus stops and bus pull-off areas where appropriate
- Construction of concrete and brick paver sidewalks and ramps
- Completion of minor drainage improvements and installation of low-impact development (LID) features for treatment of stormwater

The Library currently has $200,000 set aside in a reserve account and anticipates receiving $25,000 from the Friends of the Wethersfield Library for the proposed improvements. Library improvements are expected to include:
• Relocation of the current Teen Area near the front entrance (approx. 625 sq. ft.) into a larger area at the back of the building (approx. 1,125 sq. ft.)
• Relocation of the New Book Section from its current location in the back of the building towards the front entrance, which is an area that ultimately serves as the central hub for the facility
• Elimination of nearly half of the shelving on the Mezzanine to repurpose this space into a quiet zone (approx. 2,225 sq. ft.)
• New flooring for the majority of the lower level

At this time, the anticipated cost of infrastructure improvements is approximately **$2,300,000** and the anticipated cost of Library improvements is approximately **$1,700,000** for a total of **$4,000,000**, which is estimated as follows:

**Estimated Project Costs**

**Infrastructure Improvements**

- Design/Permitting Services (Engineer): $230,000 (10% of total cost)
- Legal: $10,000
- Construction: $1,945,000
- Construction Admin/Inspection Services: $115,000 (5% of total cost)

**TOTAL:** $2,300,000

**Library Improvements**

- Design/Permitting Services (Architect): $255,000 (15% of total cost)
- Legal: $10,000
- Furnishings/Equipment: $350,000
- Construction: $1,000,000
- Construction Admin/Inspection Services: $85,000 (5% of total cost)

**TOTAL:** $1,700,000

**Available Non-DECD Funds**

- Library Reserves: $200,000
- Friends of the Public Library: $25,000

**ESTIMATED PROJECT FUNDING:** $1,925,000

As the vitality of the Town continues to expand, we are working to balance the needs of commercial growth, public safety and quality of life while maintaining the historic character that draws so many visitors to our community. An investment in such critical public infrastructure and facilities will help the Town to accomplish that goal.
SECTION IV – ITEM 21: PROJECT NARRATIVE

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• Elimination of nearly half of the shelving on the Mezzanine to repurpose this space into a quiet zone (approx. 2,225 sq. ft.)
• New flooring for the majority of the lower level

At this time, the anticipated cost of infrastructure improvements is approximately $2,300,000 and the anticipated cost of Library improvements is approximately $1,700,000 for a total of $4,000,000, which is estimated as follows:

**Estimated Project Costs**

**Infrastructure Improvements**

<table>
<thead>
<tr>
<th>Service</th>
<th>Cost</th>
<th>Percentage of Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design/Permitting Services (Engineer)</td>
<td>$230,000</td>
<td>(10%)</td>
</tr>
<tr>
<td>Legal</td>
<td>$10,000</td>
<td></td>
</tr>
<tr>
<td>Construction</td>
<td>$1,945,000</td>
<td></td>
</tr>
<tr>
<td>Construction Admin/Inspection Services</td>
<td>$115,000</td>
<td>(5%)</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$2,300,000</strong></td>
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**Library Improvements**

<table>
<thead>
<tr>
<th>Service</th>
<th>Cost</th>
<th>Percentage of Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design/Permitting Services (Architect)</td>
<td>$255,000</td>
<td>(15%)</td>
</tr>
<tr>
<td>Legal</td>
<td>$10,000</td>
<td></td>
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<tr>
<td>Furnishings/Equipment</td>
<td>$350,000</td>
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</tr>
<tr>
<td>Construction</td>
<td>$1,000,000</td>
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<tr>
<td>Construction Admin/Inspection Services</td>
<td>$85,000</td>
<td>(5%)</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$1,700,000</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Available Non-DECD Funds**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Library Reserves</td>
<td>$200,000</td>
</tr>
<tr>
<td>Friends of the Public Library</td>
<td>$25,000</td>
</tr>
<tr>
<td><strong>ESTIMATED PROJECT FUNDING</strong></td>
<td><strong>$1,925,000</strong></td>
</tr>
</tbody>
</table>

As the vitality of the Town continues to expand, we are working to balance the needs of commercial growth, public safety and quality of life while maintaining the historic character that draws so many visitors to our community. An investment in such critical public infrastructure and facilities will help the Town to accomplish that goal.
TOWN COUNCIL AGENDA ITEM – RESOLUTIONS FOR SCHOOL BOND REFERENDUM

DATE: 06-06-22

DEPARTMENT: Board of Education

REQUESTED BY: Michael Emmett, Superintendent

ITEM: Resolutions for Proposed School Bond Referendum

TOWN BID/RFP #: STATE CONTRACT #: N/A

BID/RFP DATE: TERM: N/A

RENEWALS: N/A TERMS OF RENEWAL: N/A

COST: $278,000,000 BUDGET SOURCE/AMOUNT: Local Bond/State

JUSTIFICATION: The Wethersfield Public Schools seek to implement a long-range building plan that will transform our elementary schools into state of the art, energy efficient, healthy, and safe environments for learning. The budgeted cost for this project is 278 million dollars before state reimbursement. It encompasses a combination of new building and renovation of existing buildings. Hanmer and Highcrest Schools would be new structures adjacent to current structures. Upon completion of Hanmer and Highcrest, Emerson-Williams would be renovated as new. Upon the completion of Emerson-Williams, Webb would then be renovated as new. At the conclusion of the project, Charles Wright School would close. Students and staff from Charles Wright would attend Hanmer, Emerson-Williams, or Webb.

IMPACT IF NOT APPROVED: With buildings dating back to between 1952 and 1973, not acting on this project will continue to leave us with buildings with outdated designs, inefficient ventilation systems, asbestos, aging infrastructure such as plumbing and roofs, and limited space options needed to balance enrollment across the district.

DEPARTMENT HEAD COMMENTS: This proposed project has been developed with a great deal of due diligence including a facilities assessment of current buildings, an extensive enrollment study, and due diligence. This project seeks to create a system of elementary schools that will provide excellent learning environments for students for decades to come.

TOWN MANAGER COMMENTS: The Board of Education has requested that the Council consider the proposed Elementary Schools Long-range Rebuilding Plan for a fall referendum. Staff and bond counsel have reviewed the materials and have provided additional information in the attached documents.

ATTACHMENTS:

- Elementary Facilities Conditions Assessment Study Dated 10/23/2018
TOWN COUNCIL AGENDA ITEM – RESOLUTIONS FOR SCHOOL BOND REFERENDUM

- Resolution Authorizing Preparation of Bond Ordinance for Referendum
- Resolution Authorizing Board of Education to Submit Grant Application, Authorizing Establishment of Building Committee and Authorizing Preparation of Drawings and Specification for the Alfred W. Hanmer Elementary School Project
- Resolution Authorizing board of Education to Submit Grant application, Authorizing Establishment of Building Committee and Authorizing Preparation of Drawings and Specifications for the Highcrest Elementary School Project
- School Building Project Option D Analysis  6/03/2022
- Elementary School Master Plan – Scenario 4D Summary

Assessment Process Overview

› Analysis of Existing Conditions of the Five Elementary Schools

› Project Identification Process
  › Inspections occurred in August and September
  › Disciplines included architectural, HVAC, electrical, plumbing, site, and code
  › Focused on deferred maintenance capital needs
  › Conducted review discussions with principals and head custodians

› Scope Does Not Include Hazardous Material Abatement

› Identification of Over 350 Individual Projects
Definition of Deferred Maintenance

Maintenance work that has been deferred beyond its normal repair cycle due to inadequate funding or the lack of a comprehensive deficiency identification process. Work does not include alterations or program upgrades. Deferred maintenance repairs address building systems deficiencies for their current use.
Schools are safe and well maintained
Past projects have focused on interior finishes
Similar investments have not targeted infrastructure needs
Roof replacements needed at all five schools
Most windows are single-paned, inefficient and deteriorating
Exterior masonry repairs and repointing are needed
HVAC equipment is beyond useful life and obsolete
Electrical service and distribution systems have not been upgraded
Classroom casework is deteriorating
Toilet rooms are outdated and don’t meet current standards
Site improvements are needed, including paving, stairs, and retaining walls
Modular Classroom Buildings are deteriorated and beyond repair
Priority 3 - Deferrable - Projects recognized for the impending nature of their existence. However, at this time, these issues can be deferred until a later date.

Priority 2 - Important - Projects improve the quality of the school environment.

Priority 1 - High Priority - Projects address issues of asset protection, quality of space, physical environments or regulatory concerns.

Note: Estimated costs do not include hazardous materials abatement.
Identified Needs Profile by Major Maintenance System

<table>
<thead>
<tr>
<th>System</th>
<th>Priority 1</th>
<th>Priority 2</th>
<th>Priority 3</th>
<th>Total Needs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exterior Shell</td>
<td>$9.8</td>
<td>$1.3</td>
<td>$2.6</td>
<td>$12.7</td>
</tr>
<tr>
<td>Interior Shell</td>
<td>$1.3</td>
<td>$3.7</td>
<td>$6.5</td>
<td>$3.7</td>
</tr>
<tr>
<td>HVAC</td>
<td>$2.6</td>
<td>$6.5</td>
<td>$4.1</td>
<td>$6.5</td>
</tr>
<tr>
<td>Electrical</td>
<td>$1.5</td>
<td>$1.2</td>
<td>$1.2</td>
<td>$1.2</td>
</tr>
<tr>
<td>Plumbing</td>
<td>$0.4</td>
<td>$6.5</td>
<td>$1.0</td>
<td>$6.5</td>
</tr>
<tr>
<td>Grounds</td>
<td>$0.6</td>
<td>$1.0</td>
<td>$1.1</td>
<td>$2.1</td>
</tr>
<tr>
<td>Statutory</td>
<td>$0.4</td>
<td>$1.3</td>
<td>$1.3</td>
<td>$2.9</td>
</tr>
<tr>
<td>Accessibility</td>
<td>$0.5</td>
<td>$1.0</td>
<td>$1.0</td>
<td>$2.5</td>
</tr>
</tbody>
</table>

Note: Estimated costs do not include hazardous materials abatement
# Identified Needs Profile by Elementary School

## Relative Cost per Gross Square Foot ($/GSF)

<table>
<thead>
<tr>
<th>School</th>
<th>Cost</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charles Wright</td>
<td>$5.3 M</td>
<td>16.8%</td>
</tr>
<tr>
<td>Emerson-Williams</td>
<td>$7.1 M</td>
<td>22.5%</td>
</tr>
<tr>
<td>Webb</td>
<td>$4.8 M</td>
<td>15.2%</td>
</tr>
<tr>
<td>Highcrest</td>
<td>$7.9 M</td>
<td>24.9%</td>
</tr>
<tr>
<td>Hanmer</td>
<td>$6.5 M</td>
<td>20.7%</td>
</tr>
</tbody>
</table>

Total Identified Need = $31.7 Million

Note: Estimated costs do not include hazardous materials abatement.
TOWN COUNCIL RESOLUTION

RESOLUTION AUTHORIZING PREPARATION
OF BOND ORDINANCE FOR REFERENDUM

BE IT RESOLVED;

(a) That the Town Manager and the Director of Finance (the “Officials”) of the Town of Wethersfield (the “Town”) are hereby authorized to cause the preparation of a bond ordinance for a referendum in connection with the Wethersfield Elementary School Projects, which shall include the Highcrest Elementary School Project, the Alfred W. Hanmer Elementary School Project, the Emerson-Williams Elementary School Project and the Samuel B. Webb Elementary School Project, in an estimated amount not to exceed $279,000,000.00. The referendum shall be scheduled and the results of such referendum shall be reported to the Office of School Construction and Grants & Review of the Connecticut State Department of Administrative Services on or before November 15, 2022.

(b) That the Officials and other proper officers of the Town are hereby authorized to take all other actions which are necessary or desirable to achieve the foregoing.
TOWN COUNCIL RESOLUTION

RESOLUTION AUTHORIZING BOARD OF EDUCATION TO SUBMIT GRANT APPLICATION, AUTHORIZING ESTABLISHMENT OF BUILDING COMMITTEE AND AUTHORIZING PREPARATION OF DRAWINGS AND SPECIFICATIONS FOR THE ALFRED W. HANMER ELEMENTARY SCHOOL PROJECT

BE IT RESOLVED;

(a) That the Board of Education of the Town of Wethersfield (the “Town”) is hereby authorized to submit a grant application to the Commissioner of the Connecticut State Administrative Services and to accept or reject a grant for the Alfred W. Hanmer Elementary School Project (the “Project”).

(b) That the Elementary School Projects Advisory Building Committee is hereby established as the building committee with respect to the Project.

(c) That the preparation of schematic drawings and outline specifications for the Project is hereby authorized.

(d) That the Town Manager, the Director of Finance, the Superintendent of Schools for the Town and other proper officers of the Town are hereby authorized to take all other actions which are necessary or desirable to achieve the foregoing.
TOWN COUNCIL RESOLUTION

RESOLUTION AUTHORIZING BOARD OF EDUCATION TO SUBMIT GRANT APPLICATION, AUTHORIZING ESTABLISHMENT OF BUILDING COMMITTEE AND AUTHORIZING PREPARATION OF DRAWINGS AND SPECIFICATIONS FOR THE HIGHCREST ELEMENTARY SCHOOL PROJECT

BE IT RESOLVED;

(a) That the Board of Education of the Town of Wethersfield (the “Town”) is hereby authorized to submit a grant application to the Commissioner of the Connecticut State Administrative Services and to accept or reject a grant for the Highcrest Elementary School Project (the “Project”).

(b) That the Elementary School Projects Advisory Building Committee is hereby established as the building committee with respect to the Project.

(c) That the preparation of schematic drawings and outline specifications for the Project is hereby authorized.

(d) That the Town Manager, the Director of Finance, the Superintendent of Schools for the Town and other proper officers of the Town are hereby authorized to take all other actions which are necessary or desirable to achieve the foregoing.
<table>
<thead>
<tr>
<th></th>
<th>Highcrest</th>
<th>Hanmer</th>
<th>Em-Williams</th>
<th>Webb</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Option 4D Construction costs (5/3/22)</strong></td>
<td>$67,657</td>
<td>$59,645</td>
<td>$53,886</td>
<td>$83,281</td>
<td>$264,469</td>
</tr>
<tr>
<td><strong>Allocate additional costs</strong></td>
<td>3,462</td>
<td>3,052</td>
<td>2,757</td>
<td>4,260</td>
<td>13,531</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>71,119</td>
<td>62,697</td>
<td>56,643</td>
<td>87,541</td>
<td>278,000</td>
</tr>
<tr>
<td><strong>Estimated State reimbursement (45%)</strong></td>
<td>(32,004)</td>
<td>(28,214)</td>
<td>(25,489)</td>
<td>(39,393)</td>
<td>(125,100)</td>
</tr>
<tr>
<td><strong>Net costs to be financed</strong></td>
<td>39,115</td>
<td>34,483</td>
<td>31,154</td>
<td>48,148</td>
<td>152,900</td>
</tr>
<tr>
<td><strong>Bonding Costs</strong></td>
<td>165</td>
<td>165</td>
<td>165</td>
<td>165</td>
<td>660</td>
</tr>
<tr>
<td><strong>Total amount to be financed</strong></td>
<td>39,280</td>
<td>34,648</td>
<td>31,319</td>
<td>48,313</td>
<td>153,560</td>
</tr>
<tr>
<td><strong>Total interest cost (6.00%, level prin, 20 yrs.)</strong></td>
<td>23,568</td>
<td>20,789</td>
<td>18,791</td>
<td>28,988</td>
<td>92,136</td>
</tr>
<tr>
<td><strong>Total debt service</strong></td>
<td>$62,848</td>
<td>$55,437</td>
<td>$50,110</td>
<td>$77,301</td>
<td>$245,696</td>
</tr>
</tbody>
</table>
Phasing
- Phase 1 – 2022-2026 – Construct New Highcrest and New Hanmer, Demolish old Hanmer
- Phase 2 – 2024-2029 – Renovate existing Emerson-Williams
- Phase 3 – 2027-2032 – Renovate existing Webb
- Demo – 2030-2032 – IF DESIRED/APPLICABLE – Demolish Charles Wright and Old Highcrest

Projected Programming and Recommended Proposed Budgets
- **Highcrest**
  - Enrollment = 644 students
  - Total Area = 85,195 gsf  All New Construction
  - Total Budget = $67,657,300
    - Includes 8% escalation
- **Hanmer**
  - Enrollment = 439 students
  - Total Area = 71,844 gsf  All New Construction
  - Total Budget = $59,644,775
    - Includes 8% escalation
- **Emerson-Williams**
  - Enrollment = 463 students
  - Total Area = 68,602 gsf  (11,772 gsf addition, 56,830 gsf renovation)
  - Total Budget = $53,885,392
    - Includes 5% escalation
- **Webb**
  - Enrollment = 461 students
  - Total Area = 94,974 gsf  (21,341 gsf addition, 73,633 gsf renovation)
  - Total Budget = $83,281,420
    - Includes 5% escalation
- **Demolition**
  (Wright & Old Highcrest)
  - Total Budget = $6,748,800
    - Includes 5% escalation

- **All Projects**
  - Total Budget = $271,217,688
  - Estimated District Share = $164,026,197
  - Estimated State Reimbursement = $107,191,490

*NOTE: All dates are projected. Budget figures are estimates based on available data. Enrollment is based on current 8-year high projection by SLAM. Building areas based on space programming by Hansen, core area/grossing factors for new construction, and preliminary existing floor plan analyses. See Scenario 4D – Budget Summary document for additional assumptions, notes, and details.
TOWN COUNCIL AGENDA ITEM

DATE: June 6, 2022

DEPARTMENT: Office of the Town Clerk

REQUESTED BY: Susan I. Schroeder

ITEM: Cancellation of two Council meeting dates.

COST: N/A

BUDGET SOURCE/AMOUNT: NONE

JUSTIFICATION/IMPACT IF NOT APPROVED:
Council previously adopted the dates for the 2022 Council Schedule on October 18, 2022. Due to the summer months, the second meetings in July and August find more than usual numbers of families on vacation. In order to ensure residents are informed and limit the chance they may miss a meeting during this vacation period, it is recommended that only one Council meeting is held in the month of July and one is held in the month of August. This also allows staff to prepare in advance for any actions that need to be made.

DEPARTMENT HEAD COMMENTS:
At this time you will be eliminating the meetings of July 18, 2022 and August 15, 2022. If an unexpected need arises, a call for a special meeting is possible with 24 hours’ notice.

TOWN MANAGER COMMENTS: Concur with the Town Clerk and recommend approval.

ATTACHMENTS: NONE

ACTION REQUIRED: Motion to eliminate the meetings of July 18, 2022 and August 15, 2022.