

Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

Board of Finance Amended Agenda Submission

November 23, 2022

Trish Munroe
Town Clerk
Simsbury, CT 06070

Dear Ms. Munroe:

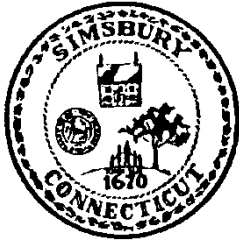
A **Special Meeting** of the Board of Finance will be held at **5:30 PM, on Tuesday, November 29, 2022**, in the Tariffville Room of the Simsbury Public Library, 725 Hopmeadow Street, Simsbury, Connecticut.

The Agenda is as follows:

1. Call to Order
2. Pledge of Allegiance
3. Public Hearing on Latimer Lane Elementary School Renovation Project and State and Federal Grant-Funded Infrastructure Projects
Then Close the Public Hearing
4. Approve Capital Resolutions for Latimer Lane Elementary School Project and Infrastructure Grant for the Firetown Road Sidewalk, North End Sidewalk, and Tariffville-Bloomfield Multi-Use Trail and recommend to referendum (Pages 1-5)
5. Amend Motions Adopted July 19, 2022 and August 16, 2022 Regarding Various Sidewalk and Multi-Use Path Infrastructure Appropriations to Reflect Revised Costs and to Make Subject to Referendum Vote (Pages 6-9)
6. Reallocation of Funds from Simsbury High School Air Conditioning Project to the Simsbury High School Bleacher Project (Pages 10-12)
7. Adjourn

Lisa Heavner
Chair

Board of Finance Meeting Schedule:
12/13/22, 1/17/23



Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

Board of Finance Agenda Item Submission Form

1. **Title of Submission:** Approve Capital Resolutions for Latimer Lane Elementary School project and Infrastructure Grant for the Firetown Road Sidewalk, North End Sidewalk, and Tariffville-Bloomfield Multi-Use Trail and recommend to referendum
2. **Date of Board Meeting:** November 29, 2022
3. **Individual or Entity Making the Submission:**
Maria E. Capriola, Town Manager; Amy N. Meriwether, Finance Director/Treasurer
4. **Action Requested of the Board of Finance:**
If the Board of Finance supports adopting the capital resolutions and referendum questions as presented, the attached resolutions should be adopted and read into the record.
5. **Summary of Submission:**
At the meeting on Monday, November 14, 2022, the Board of Selectmen approved and recommended an additional appropriation of \$2,261,837 for the Latimer Lane Elementary School project. It was further recommended that the town's share of the appropriation be funded by the capital reserve, and that the outdoor learning spaces be funded by ARPA themed dollars. Bond counsel has determined that the additional appropriation, even if funded with cash, must go to referendum.

As you may recall during the FY22/23 budget process we utilized the first tranche of the ARPA funding for revenue loss by transferring those dollars into the General Fund and then transferring the offsetting savings into the Capital Reserve. It was communicated that we will be doing the same thing for the second tranche during the FY23/24 budget process. Essentially the Capital Reserve will initially fund the additional appropriation and then will be replenished by offsetting savings during the FY23/24 budget process. All ARPA themed dollars are being tracked separately and will not duplicate appropriations.

The Board of Finance is also being asked to approve several resolutions to appropriate \$3,961,272.12 in grant funds for the Firetown Road Sidewalk construction project, the North End Sidewalk construction project, and the Tariffville-Bloomfield Multi-Use Path project.

Bond counsel assisted in preparation of the attached resolutions and referendum questions. The Board of Selectmen should adopt the resolutions, which includes approval of the referendum questions, and set the referendum date of Saturday, January 7, 2023.

6. Financial Impact:

If the additional \$2,261,837 appropriation for the Latimer Lane Elementary School project is approved by the voters, the total appropriation for the project will be \$39,054,243. Legally, the town is required to appropriate the entirety of the project, including the expenses that will be offset by revenues from the state, estimated at 30% by the Board of Finance.

The supplemental appropriation request to be sent to referendum for the infrastructure grant awards is \$3,961,272.12.

7. Description of Documents Included with Submission:

- Capital Resolutions and Referendum Ballot Questions – Renovation and Expansion of Latimer Lane Elementary School and Grant Funds for Infrastructure Projects

TOWN OF SIMSBURY
Resolutions of the Board of Finance
Resolutions of the Board of Selectmen

RESOLVED,

Upon motion duly made, seconded and adopted, the reading into the minutes of the full text of the resolutions set out below is waived, copies of the resolutions having been made available to those in attendance, and recorded in these records immediately preceding these minutes.

RESOLVED, That the Board of [**Finance/Selectmen**] recommends and approves the following:

CIP #	<u>General Purpose Projects (Non-Bonds)</u>	
	Renovation and Expansion of Latimer Lane School (Capital Reserve Fund)	\$2,261,837
	Various Multi-Use Trail and Sidewalk Projects comprised of:	\$3,961,272.12
	Bloomfield to Tariffville Multi-Use Trail (LOTICIP Grant (\$1,254,200))	
	North End Sidewalk Construction (LOTICIP Grant (\$913,072.12))	
	Firetown Road Sidewalk Construction (LOTICIP Grant (\$1,200,000) and Community Connectivity Grant Program Grant (\$594,000))	

RESOLUTION APPROPRIATING FROM THE CAPITAL RESERVE FUND THE AMOUNT OF \$2,261,837 FOR THE RENOVATION AND EXPANSION OF LATIMER LANE ELEMENTARY SCHOOL

RESOLVED,

(a) That the Town of Simsbury appropriate from the Capital Reserve Fund the amount of TWO MILLION TWO HUNDRED SIXTY-ONE THOUSAND EIGHT HUNDRED THIRTY-SEVEN DOLLARS (\$2,261,837) for the renovation and expansion of Latimer Lane Elementary school, including outdoor learning spaces. The appropriation may be spent for planning, design, architectural, engineering and other consultants' fees, equipment costs, construction costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Selectmen may determine the particulars and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.

(b) That, pursuant to Section 809 of the Town Charter, this Resolution be presented to a referendum vote under the following caption:

SHALL THE TOWN OF SIMSBURY APPROPRIATE \$2,261,837 FROM THE CAPITAL RESERVE FUND FOR THE RENOVATION AND EXPANSION OF LATIMER LANE ELEMENTARY SCHOOL?

RESOLUTION APPROPRIATING LOCAL TRANSPORTATION CAPITAL IMPROVEMENT PROGRAM GRANT FUNDS AND COMMUNITY CONNECTIVITY GRANT FUNDS IN THE AMOUNT OF \$3,961,272.12 FOR MULTI-USE CONNECTIONS/TRAIL DEVELOPMENT AND SIDEWALK CONSTRUCTION AND IMPROVEMENTS

RESOLVED,

(a) That the Town of Simsbury appropriate \$3,367,272.12 from Local Transportation Capital Improvement Program (LOTICIP) grant funds and \$594,000 from Community Connectivity grant funds for an aggregate appropriation of THREE MILLION THREE HUNDRED SIXTY-ONE THOUSAND TWO HUNDRED SEVENTY-TWO AND 12/100 DOLLARS (\$3,961,272.12) for: (1) improvements to the Multi-Use Connections/Trails Development (Bloomfield to Tariffville), including for construction costs, land or easement acquisition and other expenses related to the project (\$1,254,200 from Local Transportation Capital Improvement Program grant funds); (2) the design and construction of sidewalks in the business district of the North End of the Town of Simsbury, including for construction costs, land or easement acquisition and other expenses related to the project (\$913,072.12 from Local Transportation Capital Improvement Program grant funds); and (3) the design and construction of sidewalks on Firetown Road, including for construction costs, materials, land or easement acquisition, demolition and removal of materials, and other expenses related to the project (\$1,200,000 from Local Transportation Capital Improvement Program grant funds and \$594,000 from Community Connectivity grant funds). The Board of Selectmen may determine the particulars and may reduce or modify the scope of the projects, and the entire appropriation may be spent on the reduced or modified projects.

(b) That, pursuant to Section 809 of the Town Charter, this Resolution be presented to a referendum vote under the following caption:

SHALL THE TOWN OF SIMSBURY APPROPRIATE \$3,961,272.12 OF LOCAL TRANSPORTATION CAPITAL IMPROVEMENT PROGRAM GRANT FUNDS AND COMMUNITY CONNECTIVITY GRANT FUNDS FOR MULTI-USE CONNECTIONS/TRAIL DEVELOPMENT AND SIDEWALK CONSTRUCTION AND IMPROVEMENTS?



Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

Board of Finance Agenda Item Submission Form

1. **Title of Submission:** Amend Motions Adopted July 19, 2022 and August 16, 2022 Regarding Various Sidewalk and Multi-Use Path Infrastructure Appropriations to Reflect Revised Costs and to Make Subject To Referendum Vote
2. **Date of Board Meeting:** November 29, 2022
3. **Individual or Entity Making the Submission:** Maria E. Capriola, Town Manager; Amy N. Meriwether, Finance Director/Treasurer; Thomas J. Roy, P.E., Director of Public Works/Town Engineer; Adam Kessler, P.E., Deputy Town Engineer
4. **Action Requested of the Board of Finance:**

Move, effective November 29, 2022, the following motions:

RESOLVED, That the Resolution of the Board of Finance regarding the Firetown Road Sidewalk Construction project adopted August 16, 2022 under agenda item #5 be amended to read as follows:

RESOLVED, that the Board of Finance approves, subject to referendum vote, the appropriation of a LOTCIP grant in the amount of \$1,200,000 and a Community Connectivity Grant Program grant in the amount of \$594,000, for the aggregate grant appropriation of \$1,794,000, for the Firetown Road Sidewalk Construction project.

RESOLVED, That the Resolution of the Board of Finance regarding the North End Sidewalk Construction project adopted August 16, 2022 under agenda item #6 be amended to read as follows:

RESOLVED, that the Board of Finance approves, subject to referendum vote, the appropriation of LOTCIP grants in the amount of \$913,072.12, in addition to a prior appropriation of \$810,000 for the aggregate grant appropriation of \$1,723,072.12, for the North End Sidewalk Construction project.

RESOLVED, That the Resolution of the Board of Finance regarding the Tariffville-Bloomfield Multi-Use Path project adopted July 19, 2022 under agenda item #6 be amended to read as follows:

RESOLVED, that the Board of Finance approves, subject to referendum vote, the appropriation of LOCIP grants in the amount of \$1,254,200, in addition to a prior appropriation of \$1,020,000 for the aggregate grant appropriation of \$2,274,200, for the Tariffville-Bloomfield Multi-Use Path project.

5. **Summary of Submission:**

The Town has been fortunate and has been awarded a number of significant infrastructure grants over the last few years for sidewalks and multi-use paths. Due to the current construction inflationary environment, many of those capital projects have experienced cost increases. Fortunately, the granting agencies have increased the grant awards to Simsbury to cover the cost increases for the following projects:

- North End Sidewalk
- Tariffville-Bloomfield Mutli-Use Trail

Additionally, the town is the recipient of two grants to fund the construction of a sidewalk on Firetown Road. The Firetown Road sidewalk grant awards and the increased grant awards for the North End sidewalk and the Tariffville-Bloomfield multi-use trail require appropriations. Most of these grant revenues were appropriated by the Boards of Selectmen and Finance in the summer of 2022 (see attached for detail).

However, given the large dollar volumes of the grants, along with other normal and customary supplemental appropriations, we will be in excess of 3% of the annual budget for the current fiscal year. The relevant excerpted charter language is as follows:

Section 809 Duties of Board of Finance on other financial matters.

*The Board of Finance shall have the power, by resolution and only upon the recommendation of a majority of the entire Board of Selectmen, to make any appropriation supplemental to those provided in the annual budget for the then current fiscal year. Except as set forth in Section 810, any individual appropriation for any purpose made equal to or greater than two percent (2%) of the annual budget for the then current fiscal year is subject to automatic referendum pursuant to Section 406 of this Charter. Any individual appropriation for any purpose less than two percent (2%) of the annual budget for the then current fiscal year may be made upon approval of the Board of Selectmen and the Board of Finance. **Supplemental appropriations as described in this section not approved at referendum may not exceed in any fiscal year a cumulative total of three percent (3%) of the annual budget for the then current fiscal year.***

Bond counsel and our Town Attorney have conferred on this matter. They recommend that we proceed to referendum to appropriate the referenced grants since our Charter does not explicitly exclude grant awards from the 3% supplemental appropriation threshold.

If advanced by the Board of Selectmen tonight, the following key dates are anticipated:

- November 29 – Board of Finance public hearing
- November 30 – Board of Selectmen sets the referendum date
- January 7 – Referendum date

Given the current climate in which significant federal and state grant dollars have become available to local governments, the 3% supplemental appropriation requirement under the Charter may continue to be an issue for the town, particularly in regards to infrastructure projects. There are a number of upcoming and pending grant applications for the town, that if awarded will require supplemental appropriations. Examples include potential grants and donations for the rehabilitation of the Meadowood barns and the expansion of the Performing Arts Center band shell expansion. Due to the construction inflationary environment we are also anticipating that an approved capital project, to extend the mutli-use path from Route 315 to Curtiss Park, will likely receive an increased appropriation from the federal government. We were also recently awarded a STEAP grant in the amount of \$168,000 for a 2-way conversion project for Station Street, which will require an appropriation; this potential grant was anticipated in year 2 of the existing approved capital plan.

This item was reviewed by the Board of Selectmen at their meeting on November 28, 2022.

6. Financial Impact:

The attached provides a detailed listing of the grant awards that will be subject to the proposed referendum. The aggregate total of the four grant awards is \$5,791,272.12 and is as follows: \$594,000 for the Firetown Road sidewalk through the Community Connectivity grant program; \$1,200,000 for the Firetown Road sidewalk through the LOTCIP grant program; \$1,723,072.12 for the North End sidewalk through the LOTCIP grant program; and \$2,274,200 for the Tariffville-Bloomfield multi-use path through the LOTCIP program.

\$1,020,000 in grant revenue was appropriated in FY 18/19 for the Tariffville-Bloomfield multi-use path and \$810,000 was appropriated in FY 21/22 for the North End sidewalk. The remaining grant revenue requires appropriations. Both Firetown Road sidewalk grants, \$455,447.39 in grant revenue for the North End sidewalk, and \$1,254,200 for the Tariffville-Bloomfield multi-use path were appropriated by the Boards of Selectmen and Finance in summer 2022. There is a remaining \$457,624.73 in grant revenue that has since been awarded for the North End sidewalk that has not been appropriated. The aggregate total of the grant awards that were received in 2022, and not appropriated during past fiscal years, is **\$3,961,272.12**, and it is these revenues we propose to submit to referendum.

Therefore, it is recommended that a supplemental appropriation request for **\$3,961,272.12** be submitted to the voters to remain in compliance with the Charter requirement regarding the 3% threshold.

The grant awards do not have a cost impact on the taxpayer other than local matches. Previously funded local matches include: \$35,000 for the Firetown Road sidewalk; \$33,524.28 for the North End sidewalk; \$275,000 for the Tariffville-Bloomfield multi-use path. \$37,698.72 in local funds need to be appropriated for the North End sidewalk project; we will revisit that local match during FY 23/24 budget development. If however, construction is expedited we will revisit that in spring 2023. In aggregate \$381,223 of local funds were used as leverage to obtain \$5,791,272.12 in grant funds. The local share represents approximately 6.2% of the total project costs.

It is difficult to anticipate during budget development what competitive grants (i.e. eligible projects, funding agencies, funding amounts, etc.) may be available or awarded to the town. Formulaic grants such as the annual Youth Services Bureau grant, Town Clerk records management grant, and the Dial-A-Ride grant are included with the annual operating budget process.

7. Description of Documents Included with Submission:

- Grant Funded Infrastructure Projects Overview

Town of Simsbury
Infrastructure Grants In Need of Appropriation at Referendum
As of November 21, 2022 for Anticipated January 7, 2023 Referendum

Project Name	Funding Agency/ Grant Program	Original Grant Amount	Fiscal Year Adopted	Increased Grant Amount 1	Increased Grant Amount 2	Amount Requiring Appropriation at Referendum	Total Grant Award as of 11/21/22	Project Status
Firetown Road Sidewalk	State DOT Community Connectivity Grant	\$594,000 ¹	N/A based on date of grant award	N/A	N/A	\$594,000	\$594,000	Survey and design work are underway. Construction anticipated in 2024
Firetown Road Sidewalk	CRCOG LOTCIP Grant	\$1,200,000 ²	N/A based on date of grant award	N/A	N/A	\$1,200,000	\$1,200,000	
North End Sidewalk	CRCOG LOTCIP Grant	\$810,000	FY 21/22	\$455,447.39 ³	\$457,624.73	\$913,072.12	\$1,723,072.12	Sidewalk permitting and design complete. Construction scheduled for spring 2023
Tariffville-Bloomfield Multi-Use Path	CRCOG LOTCIP Grant	\$1,020,000	FY 18/19	\$1,254,200 ⁴	N/A	\$1,254,200	\$2,274,200	Path is currently under construction
TOTAL		\$3,624,000		\$1,709,647.30	\$457,624.73	\$3,961,272.12	\$5,791,272.12⁵	

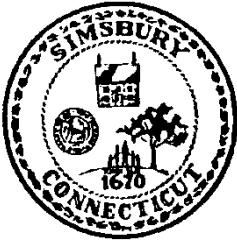
¹ Appropriation of grant revenue approved by BOS on 8/8/22 and BOF on 8/16/22

² Appropriation of grant revenue approved by BOS on 8/8/22 and BOF on 8/16/22

³ Appropriation of grant revenue approved by BOS on 8/8/22 and BOF on 8/16/22

⁴ Appropriation of grant revenue approved by BOS on 7/11/22 and BOF on 7/19/22

⁵ Total Grant Award amount does not reflect local matches that were required, but the value of the grant dollars awarded by the granting agency



Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

Board of Finance Agenda Item Submission Form

1. **Title of Submission:** Reallocation of Funds from Simsbury High School Air Conditioning Project to the Simsbury High School Bleacher Project
2. **Date of Board Meeting:** November 29, 2022
3. **Individual or Entity Making the Submission:**
Maria E. Capriola, Town Manager; Amy Meriwether, Finance Director; Matt Curtis, Superintendent; Jason Casey, Director of Infrastructure & Technology
4. **Action Requested of the Board of Finance:**
If the Board of Finance supports the reallocation of funds as presented, the following motion is in order:

Move, effective November 29, 2022, to increase the appropriation for the Simsbury High School bleacher project by \$345,000, funded by a capital project transfer from savings from the Simsbury High School air conditioning project.

5. **Summary of Submission:**
Bids for the Simsbury High School (SHS) bleacher project have come in over budget, and the project is at risk of not starting as planned this fall. During the FY 21/22 budget process, \$600,000 was appropriated for the replacement of the bleachers. After design work, site surveys, and other administrative fees, the remaining balance is \$535,000. Bids for the work came in significantly higher due to aluminum cost increases, fuel cost increases, and overall inflation. The lowest bid is \$880,000, which is \$345,000 over budget.

One option to close this budget gap is to reallocate funds from the SHS air conditioning project. This project is approved in the FY 22/23 capital budget. It has an appropriation of \$1,650,000. \$1,200,000 of this appropriation was funded with cash (ARPA themed dollars) and \$450,000 was funded by bonds. The SHS air conditioning project can be completed for \$1,256,000, which is \$394,000 under budget. The vendor, Air Temp, is a contractor that has done several major building projects for the Board of Education in the past. They provided air conditioning in both the SHS cafeteria, and classrooms at Squadron Line, and most recently, they replaced the failed boilers at Latimer Lane Elementary school. Reallocating \$345,000 of the SHS air conditioning funds to the SHS bleacher project will allow completion of the work on the original timeline and will remediate the noted code and safety issues detailed in the attachment. Expediting this change will allow demolition to occur in late November, and construction to begin in the spring of 2023.

This item is being reviewed at the Board of Selectmen meeting on November 28, 2022.

¹ Reallocation of cash, not bonded funds

6. Financial Impact:

Reallocation of the \$345,000 in project savings from one approved High School capital project, to another approved High School capital project will not have a budgetary impact as no new additional funds are needed to complete the work.

7. Description of Documents Included with Submission:

- SHS Bleachers – Code Violations

SHS Bleachers – Code Violations

The following safety codes and ADA building codes were passed after the bleachers' 1968 construction. Any improvements to this 54 year old structure will trigger the need for compliance to these codes.

- Safety Code Violations
 - Slope exceeds 1:12
 - No rear riser
 - No center rails
 - Seat openings are greater than 4"
 - Stair openings are greater than 4"
 - Insufficient exit stairs for egress
 - No non-slip treads
 - No intermediate steps
 - No transition steps
 - Missing deck endcaps
 - Front walkway deck too narrow
- ADA Code Violations
 - No ADA ramps
 - No ADA spaces
 - Front walkway deck not wide enough for wheelchair access