

Town Council Regular Meeting Agenda
Wednesday, August 07, 2024 at 8:00 AM
Town Hall Green Room

1. Pledge
2. Visitors
3. Approval of Minutes – July 17, 2024
4. Appointments/Reappointments
Phil Sengle (U) Board of Ethics for a term until June 30, 2026
Ian Coyne (D) Human Services Advisory Board for a term until 6/30/26
Concetta Warner (U) Human Services Advisory Board for a term until 6/30/26
5. Kathy Grega, Human Services Director
6. Radio Project Update and Appropriation Request
7. ARPA Reallocation
8. Line Item Transfer Requests
 - Radio Project
 - Fire Department
 - Public Works
9. Chairman’s Report
10. Town Manager’s Report
11. Council Discussion
12. Town Council Committee Liaison Reports
13. Executive Session – Pursuant to CGS 1-200 (6)(E)
14. Public Works Contract
15. Adjourn

Radio Steering Committee

Report to Town Council August 7, 2024

- 1. History:** The Radio Steering Committee was formed in September of 2020 to address the issues, needs and responsibilities of replacing the Town's aging public safety radio system. It was determined that a formal committee was necessary to effectively address the many facets of this critical, large-scale project. The Committee was staffed as follows:
 - Town Manager (Chair)
 - Fire Chief – CVFD
 - Police Chief – CPD
 - EMD
 - DPW Director
 - *Finance Director (added 2024)
- 2. Purpose:** The Radio Steering Committee was charged with researching products, vendors and service providers as well as conducting pricing and cost-benefit analyses, setting project parameters and timelines, etc. Further, it was expected to provide the Town Council with sound and sufficient data to make an informed decision(s) on the appropriation of funds for the replacement/upgrade of the system.
 - To ensure the most efficient and effective outcomes, a subject matter expert with extensive experience in public safety radio systems operating here in Connecticut was hired to assist the committee and help navigate vendors, State agencies, FCC regulations, engineering requirements and system performance analyses.
- 3. Justification:** Radio communications are mission-critical to the delivery of both emergency and public safety services to the Town of Clinton. Radio communication remains the primary operating platform of all emergency service providers. Failure of radio systems to perform as designed could result in the catastrophic failure of service delivery and emergency operations platforms, exposing the first responders and those in need of their services to serious and life-threatening danger.
 - Exhaustive Vetting: Over the past four (4) years, the committee has vetted tower sites, equipment capabilities and requirements, coverage areas, State regulations, interoperability and scalability capabilities, service providers, contracts, product warranties, pricing and design.
- 4. Need:** The radios currently utilized by all of Clinton's first responders, as well as the Department of Public Works have not been supported by the manufacturer since December 31st 2019.
 - Obsolete System: The current system is outdated and no longer supported, making it difficult for vendors to repair when parts fail. We have been forced to source parts from vendor inventory, eBay, and other unconventional means, often without guarantees or warranties. This leaves us vulnerable to catastrophic failure, potentially crippling emergency responder operations.

5. Benefits to the Community:

- Operational Continuity: Ensuring reliable communication for all emergency services: Police, Fire, EMS, DPW, and mutual aid partners is crucial for providing high-quality services to Clinton's citizens. Effective communication is essential for timely life-saving, public safety and property conservation efforts.
- Community Members: Many public servants are also town residents. A reliable communication system is vital for their safety and effectiveness.
- Financial Management: The financial impact has been supplemented with State and Federal grant monies to minimize the community burden while maintaining the system's capability and effectiveness.
- Tower Sites: Relocating two (2) tower sites to environments more aligned with community needs and mutual-aid. This will also reduce high monthly rental costs.

6. Benefits of a Uniformly Sourced System:

- Single Vendor: With a sole-sourced system, issues can be resolved by a single vendor, avoiding conflicts between multiple vendors that could potentially void warranties and delay problem resolution.
- Brand Consistency: Using native brand equipment ensures that all components are designed, tested, and proven to function collectively and reliably, reducing the risk of compatibility issues with use of non-native or combined systems.

7. Funding: The project is funded through various sources, greatly reducing the burden on the Clinton taxpayer. Currently, existing funds earmarked to the project are:

- ARPA: \$ 515,000
- CIP: \$2,254,000
- STEAP: \$ 500,000
- COPS: \$ 600,000

TOTAL: \$3,869,000

8. Timeline:

- December 2022 - Communications System and Service Agreement signed with Motorola.
- August 2023 – Completion of “*phase one*” of the project. The completed upgrade of the Town's Emergency Communications Center (Motorola consoles / NORCOM installation).
- August 19, 2024 – Deadline to execute contract with Motorola to receive incentive discount of six-hundred-thousand-dollars (\$600,000).
- Expected completion of the project is expected to be between twelve (12) and eighteen (18) months.
- The Radio Steering Committee will continue to oversee and manage all aspects of the project and provide regular updates to the Town Council on the projects status and achievement of milestones.

Town of Clinton			
Communications Project Funding			
8/7/2024			
Project Total Cost		3,998,000	per Norcom/Motorola proposal
	(2) generators; (3) control stations; application fees; other misc.	150,000	
		4,148,000	
Existing Funding:			
	<u>Fund</u>	<u>Account</u>	<u>Available</u>
	ARPA	58848	215,000
	ARPA	58853	300,000
	FY 22 - CIP	59384	804,000
	FY 24 - CIP	59434	700,000
	FY 23 - CIP	59704	750,000
	STEAP Grant	-	500k /182k match (spent) - console
	Fire STEAP Grant	500,000	576k match
	Police Grant	600,000	
		3,869,000	
Proposed Funding:			
	2023-24 year end transfer to CIP	279,000	8/7 Town Council meeting
Total Funding		4,148,000	

Town of Clinton

Reallocate ARPA appropriations:

<u>ACCT</u>	<u>ACCOUNT TITLE</u>	<u>FROM</u>
58836	TECH FOR COVID MITIGATION	25,000
58839	HOUSING/UTIL ASSISTANC	30,000
58841	SMALL BUSINESS ASSISTANCE	55,619
58842	SERVICES LOCAL BUSINESSES	8,390
58843	NONPROFIT ASSISTANCE	26,953
58846	AFFORDABLE HOUSING	37,715
58854	MCCUSKER GAZEBO-ROOF REPL	1,161
58856	TOWN EV CHARGING STATION	94
58868	SUMMER FREE LUNCH	5,000
		<u>189,932</u>
		TO
<u>ACCT</u>	<u>ACCOUNT TITLE</u>	
58900	HARBOR IMPROVEMENTS	100,000
58901	PUBLIC WORKS - ROAD SURVEY	28,000
58902	PUBLIC WORKS - MOWER ATTACHMENTS	27,000
58903	INFORMATION TECHNOLOGY - IMPROVEMENTS	34,932
		<u>189,932</u> **

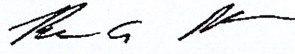
** Per Town Council Workshop 7/17/2024

TOWN OF CLINTON
TRANSFER OF FUNDS REQUEST FORM

DATE OF REQUEST:	7/10/24
DEPARTMENT OF REQUEST:	Clinton Vol Fire
FISCAL YEAR OF REQUEST:	FY23-24
REASON FOR REQUEST:	Training expenses and apparatus repairs

INCREASE ACCOUNT(S)	DESCRIPTION	AMOUNT
014203-56290	Other	2,600.00
014203-54300	R&M	2,500.00

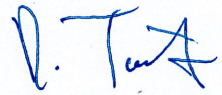
DECREASE ACCOUNT(S)	DESCRIPTION	AMOUNT
014203-51310	Salaries	2,000.00
014203-54100	Utilities	3,100.00

1) Department Head Signature*:  Date: 7-10-2024

Comments: _____

**when completed forward to Director of Finance for review*

2) Director of Finance: Funds are available: Yes No



Date Approved: 7/11/24 Denied: _____



3) Town Manager: Date Approved: 8/1/24 Denied: _____

4) Town Council: Date Approved: _____ Denied: _____

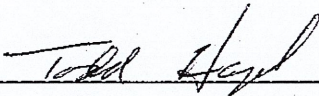
5) Finance Dept: Date Transfer made: _____

**TOWN OF CLINTON
TRANSFER OF FUNDS REQUEST FORM**

DATE OF REQUEST:	July 5 th , 2024
DEPARTMENT OF REQUEST:	DPW
FISCAL YEAR OF REQUEST:	2025
REASON FOR REQUEST:	Supplement account for WSAM Wash/Sealing to do complete building at same time.

INCREASE ACCOUNT(S)	DESCRIPTION	AMOUNT
604301-59708	WSAM EXT WASH/SEAL	\$ 19509

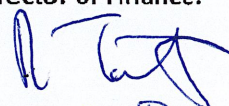
DECREASE ACCOUNT(S)	DESCRIPTION	AMOUNT
604301-59707	WSAM GENERATOR	\$ 19509

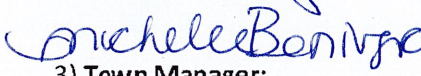
1) Department Head Signature*:  Date: 7/5/24

Comments: _____

**when completed forward to Director of Finance for review*

2) Director of Finance: Funds are available: Yes No

 Date Approved: 7/15/24 Denied: _____

 3) Town Manager: Date Approved: 8/11/24 Denied: _____

4) Town Council: Date Approved: _____ Denied: _____

5) Finance Dept: Date Transfer made: _____