

The Plan Update Advisory Committee held a Meeting on June 2, 2004 at 12:30 P.M. in the Shelton City Hall, Room 104, 54 Hill Street, Shelton, CT.

Members present: Chairman Frank Osak  
Peter DiCarlo  
Tom Harbinson  
Fred Musante  
Jim Tate  
Staff present: Richard Schultz, Planning Administrator  
Diana Barry, Secretary

The Chairman opened the meeting with the Pledge of Allegiance.

### **APPROVAL OF MINUTES**

There were no minutes to approve.

### **SCOPE OF SERVICES: GLEN CHALDER (PLANIMETRICS)**

Fred Musante stated is it possible to know how much of this is in place including education, conservation and you have a lot downtown. Those should be identified before you review.

Glen Chalder stated you will have the information you need by Monday morning at the latest. You might even have it on Friday, but you will have it ASAP. The first column is the information we will provide, the second is for the types of information we are looking for and the third column is for you to tell us what you already have. As soon as I get that then I can work on my information. I can see what you are looking for, what we have and the numbers went from this to that and the cost can then go back to the Mayor. That will become the basis for our agreement, stated Glen Chalder. I want to be able to say by the 24<sup>th</sup> or the 28<sup>th</sup> that Planimetrics is under contract with you guys.

Chairman Osak stated that in the discussion we had with the Mayor, some of us and I am one of them want to know why we should be spending \$25,000.00 on a transportation plan. I am saying to myself why do we have to have another study before we finish Constitution Boulevard. Maybe I could stretch myself to see what development will be there.

Our relationship with Barkan & Ness has been a good one and I will go back to them to get their work done with the cost from them. I know they have a relationship with the City, stated Planimetrics, stated Glen Chalder.

I could be stretched to look at Huntington Center, stated Chairman Osak. I don't need someone to tell me that Mohegan Road needs to be straightened.

There are things happening in town that could be minor but the impact could be great. Downtown we have this little cross street we are looking to do cutting over the Derby Bridge. What is that about, questioned Jim Tate? You put 900 units downtown, what happens with that, is there enough parking, is that looked at, do you need a parking garage. If a transportation study said 900 units, you will have an impact of the following, B, D, level of service down Route 110 and you will be waiting somewhere else.

Another example, lets say Split Rock goes in on the corner; the Route 8 corridor is fully developed, what happens. Does that mean you have additional time waiting on Route 8? To me those items are important for the development potential of the town where we want it, stated Jim Tate. That is the question that I would like answered in a report, he added. Where is it that we want that tax dollar to come?

I can't answer that and I don't think Planimetrics is capable of answering that question, stated Jim Tate.

What I am thinking is that there are 2 levels here. It is a citywide street and realistically looking at that we are not comfortable looking at transportation does or doesn't work. The 2 issues you just brought up with downtown, we may elect to cut back on transportation with just a base figure for strategic. I will work with Barkan & Ness. For more detailed plan we can then look at the tactical issues, stated Glen Chalder.

I probably have a dozen questions, if you answer the questions or Barkan & Ness answers them, this plan report will never, I will never in a million years will ever accept this report without these questions being answered stated Jim Tate. That is why we are doing it, he added. If you are going to learn about these issues. Write it down and I know that you got to carry these for Barkan & Ness and they could answer them for \$1000.00 a piece and another grand for the overview, stated Glen Chalder.

My concern is to get enough money to have the flexibility to answer the questions, stated Jim Tate. You are not under contract so I will give this to you now. Fred Musante stated if you take the main heading and we should jot down our individual ideas on a list. As we do that the elements of the projects will be there.

We have to put this together and Monday at 3p.m. is coming quick, stated the Chairman. We will get you there, stated Peter DiCarlo.

Here is our program we will start on the task for the Monday meeting, stated Glen Chalder. We will come down with the questions that need to be answered and then we will put everything together, he added.

We will say this is what we will do and we may say there is a credit coming to you. If it turns out that your questions are not so specific and there generic, we will have enough to answer. If there is additional information needed then we go to Barkan & Ness? We have gross number, credit because of what you have already got, plus other specific requested information, stated Glen Chalder. This is based on what we expect to do, the information you have and the scope of the work that you want done.

Down at the bottom it says, Capital Improvement Money, that is how are you going to spend your Capital money for the next 6 years, stated the Chairman. We are talking on the financial aspects of the City and I am testing the \$20,000.00.

What is Capital Improvement Programming, asked Jim Tate? That is separating your Capital spending from your Expense spending and projecting it 6 years forward. You take your bonding indebtedness for the current year and you will project how it is reduced by you paying the principal and the interest. The Chairman explains the figures and the projections that are always 6 years forward. We might get a hit on the mill rate. Is Capital expenditure a bonded item, asked Jim Tate? No, stated the Chairman.

You have an enormous amount of information here, stated Fred Musante. Most of this is a great base already.

Each department has to project for 5 years and this is a basis for what has to be carried out, stated Fred Musante. You should talk to Marusic and Fran Pag, they have the information, he added.

Our proposal is to set up a database with projects and procedures that can be reviewed annually, stated Glen Chalder. It is not just a one year shot at this, he added. This is a program that can be manipulated over time, he added.

Fred Musante stated we can get a lower rate on our bonding. Our bonding is a consideration and we should carry a certain balance. There is a discussion with regard to budgets.

Chairman Osak stated when we add something to Grand List we want to add it with the minimum amount of cost to the City. There should be some sort of financial impact when someone says should we put a Wal-Mart in, should we put Split Rock there, should we put 900 units downtown.

So if we don't worry about the revenue side of that as part of the approval process, we will lose the battle. Capital Improvement doesn't cover that, stated the Chairman.

What would you have done different with Wal-Mart, questioned Jim Tate? I would not have done Wal-Mart in the first place, stated Chairman Osak. What could the City have done to offset that, questioned Jim Tate? Wait for something better to come, stated Chairman Osak. You have to make sure your regulations give you the power to say no. Wal-Mart is there through a legislative action of the Commission, stated Richard Schultz.

Capital Improvement is a funny bunch of words that doesn't really describe what we have to do, stated the Chairman Osak.

Peter DiCarlo stated the Capital Improvement establishes a data base format to hold you to the economic issues. You don't have that. At the end of the road when this plan is adopted or shelved, we hope that the people adopt this. The 92 plan didn't make it to the level, stated Richard Schultz. The Community doesn't adopt it, P & Z will, stated Peter DiCarlo.

The reason why we did that in the 60's and 70's is why are we spending the money. In 73 we were acting with the State Legislation. In there when restricted the plan was responsible for Capital Improvement. That is what we did. We changed the charter and the Aldermen shelved it, stated Chairman Osak.

If you do the drill (information on page 4 of Glen's report) is there a tool in this town that will be used, asked Peter DiCarlo? They have a schedule and a debt stated Chairman Osak. They don't have this per say, added Peter DiCarlo.

I conclude that it should not come as a surprise that you need a new roof on the high school, stated Peter DiCarlo. Our ten roads need to be repaved, stated Richard Schultz. It is not rocket science to list your Capital Assets and replacement cost, etc., that should be done everyday by someone who is running a shop and looking forward, added Peter DiCarlo. We don't have that stated Jim Tate. That is not my sense, stated Peter DiCarlo. There is no public document, stated Richard Schultz. Our plan was worked for 20 years, stated Fred Musante.

Do the schools have their own Capital Improvement, asked Jim Tate? Yes, they do, answered Richard Schultz.

The people who are in control set a two-year cycle. This should be a function of the Chief Financial Officer, stated Chairman Osak. That is the kind of person who should be doing that but the tendered person is the Aldermen.

When the Engineer puts a budget in do they put the roads in, asked Jim Tate?

We should try to get this into the budget, carry this as a loan, and when it comes to the time to talk finance, get the City in here and don't carry a lump sum, stated Peter DiCarlo. Capital Improvement is an expense and we add to the Grand List to add the revenue, stated Chairman Osak. When they put in heavy service demand there is a penalty, he added.

Do we come to the conclusion the CPI stays, asked Peter DiCarlo? It stays stated Chairman Osak. It is a piece of the pie. What is the pattern? If this was a financial organization and we were running a business we would want to get a good balance sheet for the next 6-7 years. That is a business plan and is improper for the City to call this a business plan.

How much funding depends on how much revenue there is stated Glen Chalder. How do we generate revenue at not a heavy additional cost, stated Chairman Osak. That is why we are doing this, stated Jim Tate.

That is why there is the Financial Operations Plan (FOP). It is all-inclusive and you can't find fault with it, stated Richard Schultz.

By Friday Planimetrics will have a list of areas to you and everyone should go through the list. I want to make sure these questions are answered stated Glen Chalder. I will provide you with a list of what we are going to do and the list will include the information we need. For Monday members of the Committee will write their questions down. When that comes back Tuesday and then there will be numbers provided, he added.

If you take CIP stated Peter DiCarlo, under conditions and trends you have items for consideration, we talk about fiscal building, the build out that you talk about on page 6 is based on current regulations. If you look below you will see that this might not be right for us, stated Glen Chalder. You look at residential build out and a big question is the ratio of commercial/industrial to residential in revenue, stated Peter DiCarlo. How does that get figured in there? Then you make judgments as to what should go or not go, he added. How do you get, for example, if you were going to do fiscal build out on what exists, you would have to have commercial/industrial component that shows the worse case scenario being no more commercial/industrial or you convert that commercial/industrial to the best revenue recovery. You might do that as a work in process not over night, stated Peter DiCarlo.

There is so much to do in terms of getting grounded and be able to say, weigh the result and this is x, stated Peter DiCarlo. Do we want X or Y? What should we be hammering at with regard to the plan, monitoring it and making good judgment, he added.

You bring up a formula and I look at, as our mission is to provide this ratio, stated Jim Tate. Our goal statement is we want this percentage ratio in the next 10 years, he added.

You can get it down to that, stated Peter DiCarlo. If you use build out as a fiscal build out as a regulatory control, he added. If you take one component that was unbalanced, such as Open Space, if that was your goal to have at the end, you decided that Open Space was worth that, what else would you have to give up, stated Tom Harbinson.

**End of Side 1A of 1B, Tape 1 of 1 at 1:30 P.M.**

What you are looking at is not in here, stated Glen Chalder. In 1972 we were forced into something and here's the Wells property by Route 8, we say this is our Office Park like what we have off of Commerce Drive, you go up examine what the Grand List is made up per acre, then as a goal we say that is the weight added to the Grand List, what Peter is saying if you do that you only have half of the equation if you only have done the residential, stated Chairman Osak.

Our raw material is land and if you allowed land to as tax revenue and what we want won't be obtainable, stated Glen Chalder. That is why we have a problem, stated Fred Musante. What you say then is if you do a Wal-Mart here as opposed to an office building our financial goal for the town will be commercial/residential, stated Glen Chalder. We are looking to our fiscal future, he added.

If you change the zones where they already are established then you lose your balance, stated Fred Musante. We have a residential base then why consider changing the zones, he added. It is a better return for the developer, stated Peter DiCarlo. We are the developer, the City, stated Fred Musante. You have 2 big proposals in the Office Park and there is no need in the office market now so they have to do something with the property, stated Chairman Osak. It is an asset that is not earning, he added.

At one time it was light industrial and if that was it is all you have to do is say no, stated Fred Musante. We have to get the thought process going, stated Chairman Osak. You are not here to accommodate the developer, stated Fred Musante. The developer is a shark that will eat your children's legs off, he added. You want people interested in the future of the City.

You will do a fiscal build out for what exists but you have to have the commercial to make a balance, stated Peter DiCarlo. I focused on the residential side, stated Glen Chalder. The more we talk the more we learn about the issues we are facing. I guess I come full circle with the fiscal build out, stated Peter DiCarlo. Is that the build out for the final plan, he questioned? Page 6 is part of the 75 grand, there is a price for each of the build outs, and the list is there as a separate line item so the build out is what, and what about the analysis? Glen Chalder said this shows the dollars with all of the stuff. There is a discussion between Glen Chalder and Peter DiCarlo concerning figures in the reports. We need a clean slate here stated Chairman Osak.

We need to know what we are starting with and we are going to give questions we want answered then you will do what you need to do with those lists and at that time we know where we are going, stated Glen Chalder. If you need something more detailed we can create that stuff for you, he added. You got to plan a document and the plan has to include fiscal build out so I term that as affordability, stated Peter DiCarlo. When we get through here we have a plan and it seems to me that is when we say that is the price tag for the plan, he added.

You are asking questions far beyond where most people go, stated Glen Chalder. We are talking about a plan of operational management. This plan is targeted and it is much bigger, he added. We have to back off a bit and what we really want is the information from the component parts. I need to digest this and understand the information that is so much more than usual.

The best thing is that we try to use development and to look forward to the next year to year a half including the activity, the planning, and the objectives to be accomplished. I don't think that you can get it done, stated Peter DiCarlo. We may not get it done unless we meet everyday, figure in that the Aldermen and the P & Z might change, stated Chairman Osak.

June 7<sup>th</sup> at 4:30 P.M. will be the next meeting, stated Richard Schultz.

**On a motion made by Peter DiCarlo seconded by Tom Harbinson it was unanimously voted to adjourn at 2:05 P.M.**

Respectfully submitted by,

Diana Barry, Secretary