

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE BOARD OF FINANCE

The Board of Finance held their regular meeting on Monday, June 9, 2014 in the Council Chambers at the Municipal Center, 3 Primrose Street, Newtown, CT. Chairman John Kortze called the meeting to order at 7:30pm.

**Present:** John Kortze, Harry Waterbury, James Filan, Mike Portnoy, John Godin

**Absent:** Joseph Kearney

**Also Present:** First Selectman Pat Llodra, Director of Finance Bob Tait, Town Attorney David Grogins, Bob Mitchell from the Public Building and Site Commission, Rick Camajo and Rob Manna from Newtown Hook & Ladder, Tom Connors from the Fairfield Hills Authority and one member of the press

**VOTER COMMENTS:** None

**COMMUNICATIONS:** Director of Economic Development Liz Stocker got back to the board with answers to questions from her presentation on May 12 (Attachment A). The FOI complaint has been withdrawn (Attachment B).

**MINUTES:** Mr. Waterbury moved to approve the minutes of the 5/12/14 meeting, Mr. Filan seconded, unanimously approved.

**FIRST SELECTMANS REPORT** – Mrs. Llodra handed out Q&A #2 regarding the community center (Attachment C). These are also on the website under News and Announcements if you missed Q&A #1. She also handed out a description in outline form the approach they believe they will be taking with the space needs study (Attachment D). The notion is to start with the tabulation of what is and it would ultimately lead to a focused aggressive analysis of Town Hall South, Multiple Purpose Center and the current Hook & Ladder building.

**FINANCE DIRECTOR REPORT** – Mr. Tait presented a medical self insurance analysis which includes claims up to May 31 (Attachment E). The year began with a fund balance of \$2.2 million and will end with \$2.4 million. Using a 6% increase, it looks like the fund balance will be at \$2.9 million at the end of 14/15 fiscal year.

Unassigned fund balance analysis (Attachment F). In prior years the fund balance increased from both revenue and expenditures, this year it is all on the revenue side. For the past five years, taxes have been at or below budget. There should be some positive variance as times get better.

## **NEW BUSINESS**

*Update, status and future planning: Fairfield Hills* – Chairman of Fairfield Hills Authority Tom Connors presented. He explained that it is important to grasp the idea that FFH's life cycle has reached a new stage. The physical aspect of the campus has changed and continues to change. By the year's end they will have two new tenants, the Ambulance garage and the Parent Connection. From a philosophical standpoint, the town has moved from viewing this property as economic development to a community property. If you focus primarily on the buildings in the economic zone that can be utilized effectively, and had appropriate businesses, there is a large amount of foot traffic and that will be an attractive element to a developer.

The objective element of the FHA is their fiduciary responsibility to follow the master plan. Subjectively within that master plan, there is some leeway, some forms of retail wouldn't fit here but it is an approved use. FHA primarily deals with campus remediation and maintenance, to date, is the most significant activity that the Fairfield Hill Authority has taken on. They also deal with Economic development and community events.

There are a lot of great ideas that come before them, but they cost money. The FHA role is to assist but they can't raise money for them. One of the snags they have had with developers is coming up with an agreeable fair market value for the buildings. They are trying to create an attractive lease agreement that puts the responsibility of getting the building up to code to the developer. When Danbury Hall and the white house's are down, it will change the view that investors has in our campus.

*Update on new community center from Public Building and Site Commission* – Chairman of the Public Building and Site Commission, Bob Mitchell reported. They have had one meeting and have formed an adhoc committee. The site has been selected which is to the right of NYA. The intents are to get as much flexibility for future growth and will meet all the requirements of the Fairfield Hills Authority. The donor has worked up a description of how the donation can be spent (Attachment G).

*Update on Newtown Hook & Ladder* – Attorney David Grogins explained that it was envisioned that the Town would give Hook & Ladder \$500,000 for three years upon receiving a certificate of occupancy. They cannot sell the building and there are simple conditions. This is essentially a grant. This helps them secure better rates. Engineering is done, and they are moving forward with architectures. They will know in about 30 to 60 days what the cost of the building will be and report back to the board.

#### **ANNOUNCEMENTS – None**

Having no further business, the meeting was adjourned at 8:58pm

Respectfully Submitted,  
Arlene Miles, Clerk

Attachment A: EDC  
Attachment B: FOI  
Attachment C: Q&A#2  
Attachment D: Municipal Building Strategic Plan  
Attachment E: Medical Self Insurance Fund Analysis  
Attachment F: Unassigned Fund Balance Analysis  
Attachment G: GE Donation Term Sheet  
Attachment H: Proposed Hook & Ladder Grant

**TOWN OF NEWTOWN  
FINANCIAL IMPACT STATEMENT  
(Per Town Charter 6-100)**

**REQUESTING DEPARTMENT** Economic and Community Development

**PROJECT:** Hawleyville Sewer Expansion

**PROPOSED SPECIAL APPROPRIATION AMOUNT:** \_\_\_\_\_

**PROPOSED FUNDING:**

BONDING	
GRANT	\$ 500,000.00
CONTINGENCY	
OTHER	
	\$ 500,000.00

**ANNUAL FINANCIAL IMPACT ON OPERATING BUDGET (GENERAL FUND):**

List any financial impact your request will have on the Town's annual operating budget.  
Attach spreadsheet(s) showing your calculation of the estimated impact.

<b>EXPENDITURE CATEGORY:</b>	<small>**FOR BRACKETS USE NEGATIVE SIGN BEFORE NUMBER**</small>	<b>(POSITIVE IMPACT) / NEGATIVE IMPACT</b>	<b>Attachment #</b>
SALARIES & BENEFITS		_____	_____
PROFESSIONAL SERVICES		_____	_____
CONTRACTED SERVICES		_____	_____
REPAIRS & MAINTENANCE		_____	_____
UTILITIES		_____	_____
OTHER		_____	_____
DEBT SERVICE (1st year)		_____	_____
<b>TOTAL IMPACT ON EXPENDITURES</b>		<b>\$ -</b>	

<b>REVENUE CATEGORY:</b>		<b>POSITIVE IMPACT / (NEGATIVE IMPACT)</b>	<b>Attachment #</b>
PROPERTY TAXES		_____	_____
CHARGES FOR SERVICES (FEES)		500,000	_____
OTHER		_____	_____
<b>TOTAL IMPACT ON REVENUES</b>		<b>\$ 500,000.00</b>	

**TOTAL FINANCIAL IMPACT ON OPERATING BUDGET** **\$ (500,000.00)**

**EQUIVALENT MILL RATE OF TOTAL IMPACT**

(using current year's information)

(0.1300) mills

**COMMENTS:**

The STEAP grant will help off set the costs associated with the sewer installations serving private properties in the Hawleyville area of town. The \$2,800,000 cost for the expansion of the sewers will be paid by the properties that use the system. The grant will help make the development of land in the area more affordable and competitive. The mobile home park is occupied by many low and moderate income families and the grant will help them as well. There is no impact because the entire cost of the project minus the reduction resulting from the grant is paid by benefit assessments secured by the properties to which they apply. An actual notice of installment payment is filed on the land records.

PREPARED BY: Elizabeth Stocker, Director

DATE: 4-Jun-14

TO: BOF, LC

**To:** Kortze, John

**Subject:** follow up from BOF meeting on Monday

Hi John;

At the BOF meeting you asked for three items:

1. Status of the brownfields sites (see notes in the attached slides)
2. Quantify the growth in the Grand List for economic development projects and include senior housing developments on the list (in process & to be sent shortly) and
3. My interpretation of the Charter 6-100 pertaining to Impact Statements

As far as 6-100 goes, I find that it is somewhat confusing and unclear whether the section refers only to appropriations for capital projects or any projects and so I have always looked to the Finance Director for guidance as to whether an impact statement is necessary or not. It would make sense to me that if the LC and BOF wish to have an impact statement prepared for all grants then the section should clarify that. Also, if this is the case, you should require an impact statement only before a grant is accepted rather than before it is applied for. I do not believe that an application commits the town to accepting the grant therefore we could lose out on certain grants that have short turnaround time. You should also know that whenever my department makes an application for a grant, the First Selectman always signs the application and therefore would be informed of any match requirement or other financial requirement of the grant.

Thanks again for the opportunity to present to the Board of Finance. I will be sure to provide you with the grand list data as soon as it is completed.

Sincerely,

Elizabeth Stocker, AICP

Director of Economic and Community Development

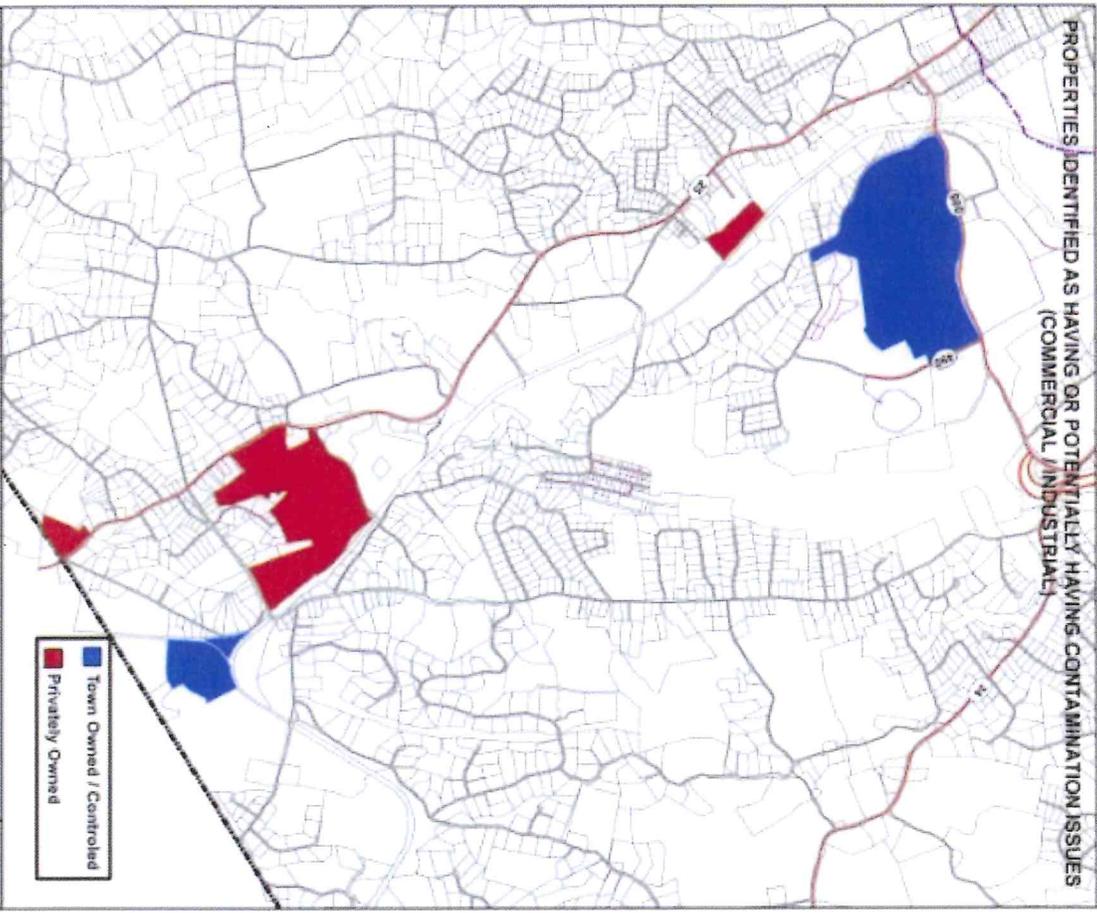
Newtown Municipal Center

# Where are they?

Address	Owner
75 Church Hill Road	Noie Richards
57 & 57A Church Hill Road	Wilinin Capital, LLC (American Wire)
7-9 Glen Road	Sandy Hook Auto & Marine
28A Glen Road	Town of Newtown (former Watkins)
350-352 So. Main Street	Andrew Julian (former Monroe Concrete)
2 Buttonshop Road	Design Land Developers of Newtown, Inc.
11 Prospect Drive	Glencore (formerly Noranda Metal Industries)
46A Swamp Road	Batchelder (under Town control)
Fairfield Hills Campus	Town of Newtown



PROPERTIES IDENTIFIED AS HAVING OR POTENTIALLY HAVING CONTAMINATION ISSUES  
(COMMERCIAL / INDUSTRIAL)



■ Town Owned / Controlled  
■ Privately Owned

City of Grand Rapids  
Date: 5/5/2014  
Scale: 1 inch = 175 feet  
This document and the data were prepared from a variety of sources and subject to change. This is not a warranty, and the user assumes all liability for any use of the information. The City of Grand Rapids is not responsible for any errors or omissions in this document. The City of Grand Rapids is not responsible for any damages or losses resulting from the use of this information. The City of Grand Rapids is not responsible for any damages or losses resulting from the use of this information. The City of Grand Rapids is not responsible for any damages or losses resulting from the use of this information.



Fwd:

Thu 5/29/2014 12:54 PM

**From:** JOHN KORTZE (jkortze@me.com)**To:** arlene.miles@newtown-ct.gov (arlene.miles@newtown-ct.gov)

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For the minutes

Begin forwarded message:

**From:** "Grogins, David L." <[DGrogins@cohenandwolf.com](mailto:DGrogins@cohenandwolf.com)>

**Subject:** RE: Re:

**Date:** May 29, 2014 at 12:13:25 PM EDT

**To:** JOHN KORTZE <[jkortze@me.com](mailto:jkortze@me.com)>

John, I just heard from Tom Hennick that the case is being withdrawn by Bruce against the BOS and BOF.

-----Original Message-----

From: JOHN KORTZE [<mailto:jkortze@me.com>]

Sent: Thursday, May 29, 2014 7:24 AM

To: Grogins, David L.

Subject: Re:

Any update?

On May 28, 2014, at 1:12 PM, Grogins, David L. <[DGrogins@cohenandwolf.com](mailto:DGrogins@cohenandwolf.com)> wrote:

That is correct. I have my associate checking with Tom Hennick today. As soon as I hear something, I will let you know.

Fwd: RE:

Wed 5/28/2014 1:11 PM

**From:** JOHN KORTZE

**To:** arlene.miles@newtown-ct.gov



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For correspondence

Sent from my iPhone

Begin forwarded message:

**From:** "Grogins, David L." <DGrogins@cohenandwolf.com>

**Date:** May 28, 2014 at 1:02:28 PM EDT

**To:** JOHN KORTZE <jkortze@me.com>

**Subject:** RE:

John, We have worked out an agreement with the FOIC, which is that Tom Hennick will give a voluntary refresher seminar to any Newtown board member who wants to attend, in return for which he will contact Walczak and request that he drop his complaint. I have not yet heard from Tom.

-----Original Message-----

From: JOHN KORTZE [mailto:jkortze@me.com]

Sent: Wednesday, May 28, 2014 7:56 AM

To: Grogins, David L.

Subject:

Is there any update on the FOI issue from Walczak?

Sent from my iPhone



## Q&A #2 – NEWTOWN COMMUNITY CENTER

The Town of Newtown has received a \$15 million multi-year grant from GE for the development, construction, and operation of a community center. The Town will be issuing a series of Q&A documents to ensure the community is informed throughout the planning and building process. We welcome any questions from the public and will work to incorporate expanded questions and answers on future Q&As. Question? Please submit it here: [http://www.newtown-ct.gov/Public\\_Documents/index](http://www.newtown-ct.gov/Public_Documents/index)

QUESTION	ANSWER
<p>What is the vision for this facility?</p>	<ul style="list-style-type: none"> <li>Newtown’s Community Center is a place where residents of every age and ability come together to participate in programs and activities that provide recreational, artistic and creative opportunities, that promote health, build self-esteem, showcase talent, encourage social interaction, and contribute to a healthy, vibrant, and supportive multi-generational community.</li> </ul>
<p>What major ideas has the committee identified as starting points for project development?</p>	<ul style="list-style-type: none"> <li>The committee sees this generous gift from GE as an opportunity to begin a multi-phase community center building project. The first phase would create a stand-alone facility with expanded and updated spaces for seniors, and a multi-use pool facility.</li> <li>Additional phasing could include an extension for parks and recreation programs and offices and might include uses of the NYA facility.</li> </ul>
<p>Why is the overall project proposed in phases?</p>	<ul style="list-style-type: none"> <li>The resources available do not allow for the entire project to be built at one time. The phases would occur over several years.</li> <li>Plus, it is important that phases be acted on separately so that the voters can decide at each juncture what is right and best for the community.</li> </ul>
<p>If we build the first phase (senior spaces/and multi use pool facility) are we committing ourselves to additional phasing?</p>	<ul style="list-style-type: none"> <li>No, each phase should be acted on separately. But, it is important for the <i>possibilities</i> to be known and planned for during the development of each phase. The thinking right now is to design for Phase I in such a way as to allow for (but not require) the additional phasing.</li> </ul>
<p>Where would the resources come for additional phasing of the project, should that happen?</p>	<ul style="list-style-type: none"> <li>For many years, the Capital Improvement Plan has included funds for a community center and a senior center plan was added a few years ago. The gift from GE is an opportunity for Newtown to combine resources and create a comprehensive facility over a period of years at much less cost than originally thought.</li> </ul>
<p>Where will the facility be located?</p>	<ul style="list-style-type: none"> <li>Location is undecided. A feasibility study will determine if the community center can be added to the Fairfield Hill Campus. The original plan for the community center (2007) located the facility on the site of the former campus Litchfield Hall/Yale Lab buildings. It is important that this project integrate well with possible connections to the NYA.</li> </ul>



**How would Newtown residents be involved with this project?**

- Voices of the community will be heard in the development of this facility. Information sessions will be held as soon as the project is under the authority of the Public Building and Site Commission. Plans for any facility development would progress through multiple public hearings including with the Fairfield Hills Authority, Planning and Zoning, Wetlands (if necessary), and every level of government.

**When do you expect Phase I of the community center facility to be completed?**

- The hope is to have design proceed in 2015 and construction complete in 2016.

**Have the architects and construction firms been selected?**

- No. The Request for Qualifications and Request for Proposals processes will be under the jurisdiction of Public Building and Site Commission.

**What immediate 'next steps' are planned?**

- Three important actions took place in April/May: 1) BoS, BoF, LC approved Resolution to accept the gift from GE and 2) Approved a appropriation of funds from the grant for pre-construction services, such as site analysis; and 3) assignment of the project to Public Building and Site. The next steps are to be determined by PB&S.



## Municipal Building Strategic Plan

May 22, 2014

<b>By Town/DPM</b>	Tabulate Town-owned Properties	<b>Input as to scope, #bldgs Recommend comprehensive list Once we have list, then determine any phasing (Advisory Comm or BOS)</b>
<b>Consultant: A/E</b>	Assess Physical Condition Age, Replacement Major Systems Entire Building Assign Costs	<b>Fact-finding, research End result is a report on each facility</b>
<b>Consultant: Real Estate</b>	Assess Potential Alternate Use Sales potential/price Potential development options Cost to replace	<b>Input as to which bldgs, if any, to eval for reuse (AdvComm) Fact-finding, research End result is a report</b>
<b>By Town/DPM/AE</b>	Program Space Needs for Town Depts/uses Staffing, storage, square footages Efficiency of location Appropriateness of facility Technology Accessibility Parking Future growth projections Future facilities	<b>Fact-finding, research Some input needed in eval future growth (staff/BOS), whether bldgs still work for intended use (staff/AdvComm)  End result is a report</b>
<b>By Town/DPW</b>	Existing Capital Improvement Plan Maintenance/replacement plans Multi-year budget	<b>What is the current Plan?</b>
<b>By Town/BOE</b>	Integration with School District Facilities Study? Concurrent facilities assessment Impact of any decision to close a school	

Attachment E

TOWN OF NEWTOWN  
 MEDICAL SELF INSURANCE FUND ANALYSIS @ MAY 31, 2014  
 FISCAL YEAR 2013 - 2014 FORECAST

**FUND BALANCE @ JULY 1, 2013** 2,266,439

**ESTIMATED REVENUES**

EMPLOYER CONTRIBUTIONS:	
MUNICIPAL	2,757,000
EDUCATION + GRANTS (70,000)	7,791,000
	10,548,000
EMPLOYEE CONTRIBUTIONS:	
MUNICIPAL	260,000
EDUCATION	1,800,000
	2,060,000
RETIREE/COBRA/AGENCY CONTRIBUTIONS:	
MUNICIPAL	280,000
EDUCATION	400,000
	680,000
INTEREST EARNED ON INVESTMENTS	10,000
	13,298,000

**TOTAL REVENUES**

**ESTIMATED EXPENSES**

CLAIMS/NAF:	
MUNICIPAL	12,150,000
EDUCATION	<<<<<<FROM CLAIMS ANALYSIS
ADMINISTRATIVE FEES:	
MUNICIPAL	219,000
EDUCATION	652,000
CONSULTANT FEES	50,000
	13,071,000

**TOTAL EXPENSES**

**ESTIMATED FUND BALANCE @ JUNE 30, 2014**

**2,493,439**

25% OF TOTAL CLAIMS = 3,037,500

TOWN OF NEWTOWN  
 MEDICAL SELF INSURANCE FUND ANALYSIS @ MAY 31, 2014  
 FISCAL YEAR 2014 - 2015 FORECAST

**ESTIMATED FUND BALANCE @ JULY 1, 2014** 2,493,439

**ESTIMATED REVENUES**

<b>EMPLOYER CONTRIBUTIONS:</b>	
MUNICIPAL	2,967,280 (4%) + 100,000
EDUCATION + GRANTS (70,000)	8,402,640 (4%) + 300,000
	11,369,920
<b>EMPLOYEE CONTRIBUTIONS:</b>	
MUNICIPAL	280,000
EDUCATION	1,900,000
	2,180,000
<b>RETIREE/COBRA/AGENCY CONTRIBUTIONS:</b>	
MUNICIPAL	280,000
EDUCATION	400,000
	680,000
INTEREST EARNED ON INVESTMENTS	10,000
	14,239,920

**TOTAL REVENUES**

**ESTIMATED EXPENSES**

<b>CLAIMS/NAF:</b>	
MUNICIPAL	
EDUCATION	12,879,000 (6%)
<b>ADMINISTRATIVE FEES:</b>	
MUNICIPAL	900,000
EDUCATION	
CONSULTANT FEES	50,000
	13,829,000

**TOTAL EXPENSES**

**ESTIMATED FUND BALANCE @ JUNE 30, 2015**

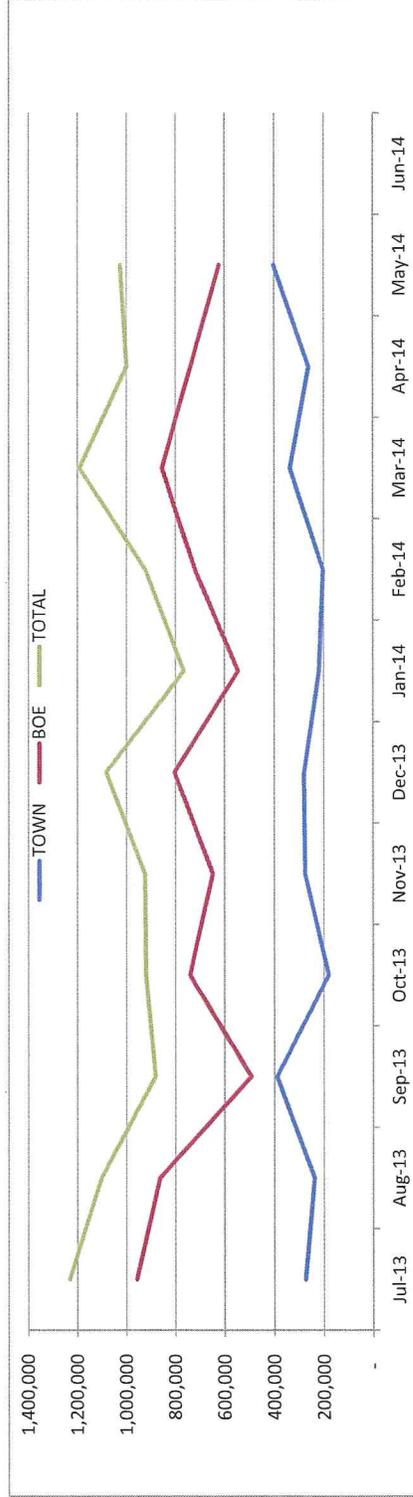
2,904,359

TOWN OF NEWTOWN CLAIMS ANALYSIS

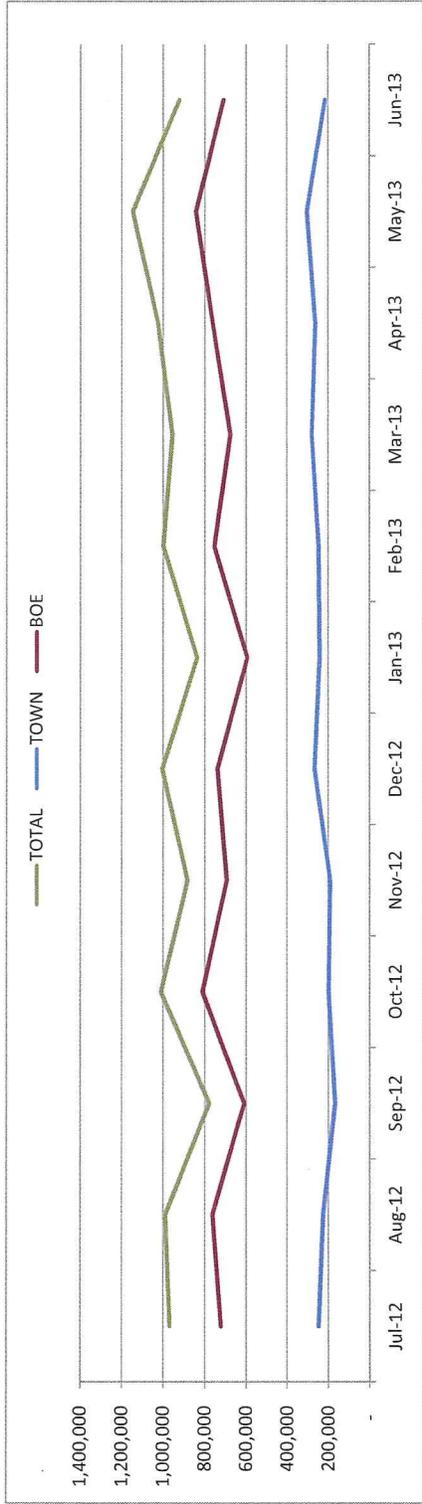
		FISCAL YEAR 2012 - 2013												TOTALS	
		Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13		
TOWN		247,000	225,000	168,000	198,000	190,000	266,000	242,000	246,000	279,000	262,000	304,000	215,000	2,843,000	25%
BOE		722,000	764,000	611,000	812,000	694,000	739,000	596,000	754,000	677,000	763,000	843,000	709,000	8,684,000	75%
TOTAL		969,000	990,000	779,000	1,010,000	884,000	1,005,000	838,000	1,000,000	956,000	1,025,000	1,147,000	924,000	11,527,000	MAY = 92.0%
		FISCAL YEAR 2011 - 2012												TOTALS	
		Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12		
TOWN		213,000	304,000	266,000	171,000	223,000	302,000	238,000	227,000	298,000	276,000	312,000	318,000	3,148,000	28%
BOE		860,000	618,000	742,000	561,000	573,000	621,000	601,000	657,000	692,000	726,000	659,000	802,000	8,112,000	72%
TOTAL		1,073,000	922,000	1,008,000	732,000	796,000	923,000	839,000	884,000	990,000	1,002,000	971,000	1,120,000	11,260,000	MAY = 90.1%
		FISCAL YEAR 2013 - 2014												TOTALS	
		Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14		
TOWN		275,000	238,000	389,000	180,000	276,000	280,000	220,000	203,000	336,000	261,000	403,000	318,000	2,770,000	27%
BOE		958,000	865,000	493,000	741,000	649,000	804,000	546,000	721,000	856,000	739,000	623,000	802,000	8,112,000	73%
TOTAL		1,233,000	1,103,000	882,000	921,000	925,000	1,084,000	766,000	924,000	1,192,000	1,000,000	1,026,000	1,120,000	11,056,000	USING 91% EST TOTAL = 12,149,451

5%

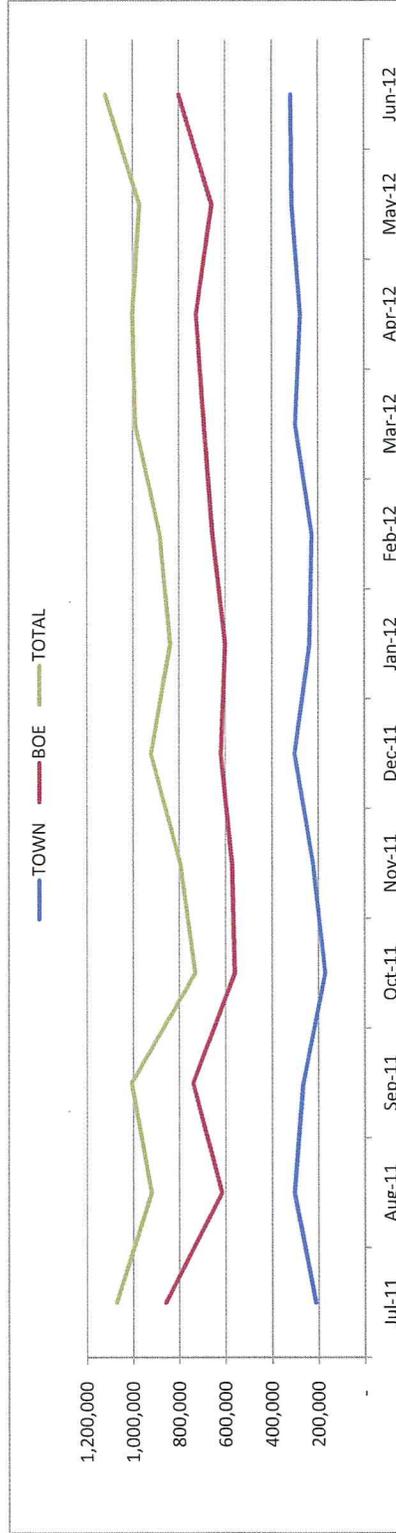
2013 - 2014



FISCAL YEAR 2012 - 2013



2011 - 2012



**TOWN OF NEWTOWN  
UNASSIGNED FUND BALANCE ANALYSIS  
FOR THE FISCAL YEAR ENDING 2012-13 THRU 2014-15**

	<u>Fiscal Year</u>	<u>Unassigned Fund Balance</u>	<u>Actual Total Budget</u>	<u>Percent of Budget</u>	<u>Change in Fund Balance</u>	<u>Comments</u>
Actual	2011-2012	8,379,750				
Actual	2012-2013	9,390,049	106,146,838	8.85%	1,010,299	see attached
Forecasted	2013-2014	9,790,049	110,069,827	8.89%	400,000	(a.)
Forecasted	2014-2015	10,190,049	111,066,204	9.17%	400,000	(b.)

(a.) Positive variance in revenues (taxes, grants & bond premium); off set by negative variance in charges for services.

(b.) Expecting increases to grand list during the year resulting in a positive variance in taxes. Due to continuing low interest rates there should be a bond premium from the sale of bonds.

Note: If the change in fund balance is 200,000 in 2014-15 the resulting "percent of budget" figure would be 8.99%.

TOWN OF NEWTOWN

**WHY A SURPLUS IN THE 2012/13 FISCAL YEAR (FINANCIALS ENDING JUNE 30, 2013) OF \$1,010,299**

- ACTUAL REVENUES EXCEEDED THE BUDGETED AMOUNT BY \$458,000 (ROUNDED)
  - PROPERTY TAX COLLECTIONS EXCEEDED BUDGET BY 228,000 MAINLY DUE TO A TAX LIEN SALE AT THE END OF THE YEAR. THE LIEN COMPANY WAS UNWILLING TO DEAL WITH THESE PROPERTIES IN THE PRIOR YEARS BECAUSE OF THE UNCERTAIN ECONOMY.
  - GRANTS FROM THE STATE/FEDS EXCEEDED BUDGET BY 445,000 MAINLY DUE TO GRANT REIMBURSEMENTS OF 255,000 RELATING TO POLICE OVERTIME FOR SCHOOL SECURITY. THIS REIMBURSEMENT RELATED TO THE POLICE FRINGE BENEFITS WHICH WERE CHARGED TO THE BUDGET. ALSO THE STATE INCREASED THE PEQUOT GRANT AND TRANSPORTATION GRANT AFTER THE BUDGET WAS ADOPTED BY 214,000.
  - THE ABOVE FAVORABLE VARIANCES WERE OFF SET BY DEFICITS IN THE CHARGES FOR SERVICES ACCOUNTS WHICH ARE TIED TO THE ECONOMY (TOWN CLERK FEES & BUILDING PERMITS).
- ACTUAL EXPENDITURES CAME UNDER THE BUDGETED AMOUNT BY \$452,000 (ROUNDED)
  - THIS IS DUE MAINLY TO WAGE AND SALARY ACCOUNT SAVINGS DUE TO UNFILLED POSITIONS, EMPLOYEES OUT ON WORKER'S COMPENSATION AND SHORT/LONG TERM DISABILITY.

# GE Donation - Newtown Community Center Proposal/Term Sheet

## Newtown Community Center Vision

- Newtown's Community Center is envisioned as a place where residents of every age and ability come together to participate in programs and activities that provide recreational, artistic, and creative opportunities that promote health, build self-esteem, showcases talent, encourage social interaction, and contribute to a healthy vibrant and supportive multi-generational community.

## Project Description

- The GE Donation will be used to design, build, and operate (for 5 years) a new stand-alone facility to serve community needs. This center will be approximately 35,000 square feet with dedicated spaces for seniors, community organizations, and two pools for community use to be owned by the Town of Newtown. A feasibility study will determine if the Community Center can be built on the Fairfield Hill Campus where the Newtown Municipal Center resides.
- Newtown anticipates that the design, build, and operation of this facility will be supported by GE's \$15 million donation. The GE donation includes:
  - \$10 million for design, development, and construction
  - \$1 million a year for 5 years to support the operating costs of the center, including hiring experienced professional staff.

## High Level Project Milestones

Action	Timing
<ul style="list-style-type: none"> <li>Site Evaluation &amp; Selection</li> <li>Architectural &amp; Construction Management Selection</li> <li>Design Phase</li> </ul>	2014
<ul style="list-style-type: none"> <li>Prep Site Work, Utility &amp; Foundation Packages</li> <li>Develop Construction Documents</li> <li>Release Bids</li> <li>Bid Project, Review &amp; Approvals</li> <li>Start Construction</li> </ul>	2015
<ul style="list-style-type: none"> <li>Construction</li> </ul>	2015-2016

## Donation Timing

Timing & Action	Donation
2014 – <i>Preconstruction Design</i>	\$450,000
2015 – <i>Design &amp; Construction</i>	\$5 million
2016 – <i>Construction</i>	\$4.55 million
2016 – <i>Operational Expenses</i>	\$1 million
2017 – <i>Operational Expenses</i>	\$1 million
2018 – <i>Operational Expenses</i>	\$1 million
2019 – <i>Operational Expenses</i>	\$1 million
2020 – <i>Operational Expenses</i>	\$1 million

GRANT

The Town of Newtown, Connecticut ("Town") hereby makes this Grant in the amount of One Million Five Hundred Thousand Dollars (\$1,500,000.00) to the Newtown Hook and Ladder Company No. 1, Incorporated ("Hook and Ladder") for the purpose of partially financing the construction of a new Fire House to be located at \_\_\_\_\_ Church Hill Road, Newtown, Connecticut. Said Grant to be in accordance with the terms and conditions more particularly set forth below.

1. Term: The term of this Grant shall be from \_\_\_\_\_ to \_\_\_\_\_.
2. Amount: The amount of the Grant shall be One Million Five Hundred Thousand Dollars (\$1,500,000.00). The Grant shall be disbursed in three (3) parts of Five Hundred Thousand Dollars (\$500,000.00) each. The first disbursement shall be upon the issuance of the full Certificate of Occupancy for the Fire House. The second to be disbursed on or about \_\_\_\_\_. The final disbursement to be on or about \_\_\_\_\_.
3. Project: The Grant shall be utilized by the Hook and Ladder to provide assistance in the financing of the Fire House. The Grant shall be administered by the Financial Director of the Town. The Grant is made contingent upon the obtaining the required municipal approvals for the Fire House.
4. Conditions:
  - a. The Hook and Ladder shall comply with all material conditions of any loan obtained to finance the Fire House.

- b. The Hook and Ladder shall not sell or lease the Fire House to any person or entity which is not a volunteer fire company under the jurisdiction of the Board of Fire Commissioners of the Town of Newtown; nor shall the Hook and Ladder, voluntarily or involuntarily, terminate its legal existence.
- c. The Hook and Ladder shall not use any of the proceeds of this Grant for any purpose not authorized by this Grant.
- d. The Hook and Ladder shall maintain adequate insurance on the Fire House and its contents and shall name the Town as an additional insured thereunder to the extent of its interest.

5. Suspension or Termination: The Town may suspend or terminate this Grant if the Hook and Ladder fails to comply with any terms of this Grant which include (but are not limited to) the following:

- a. Ineffective or improper use of funds provided under this agreement.
- b. Use of the Fire House for purposes not permitted under this Grant.
- c. Failure, for any reason, of the Hook and Ladder to fulfill, in a timely and proper manner, its obligations under this Grant.

6. Grant Repayment: The Grant shall be amortized on a straight line basis over \_\_\_\_\_ ( ) years beginning with the final disposition of the Grant proceeds. If the Hook and Ladder abandons, sells, leases, demolishes or otherwise redirects the use of the Fire House to other than a fire house during the amortization period, the Hook and Ladder shall refund to the Town the unamortized balance of the Grant remaining as of the date of the abandonment, sale, lease demolition or redirection occurs.

The signature below, for and on behalf of the Hook and Ladder indicates the acceptance of the above and further certifies that

1. I have the authority to execute this agreement on behalf of the Hook and Ladder; and
2. The Hook and Ladder will comply with all the attached Grant conditions.

NEWTOWN HOOK AND LADDER  
COMPANY NO. 1, INCORPORATED

By: \_\_\_\_\_

Its \_\_\_\_\_  
Duly Authorized

FOR THE TOWN OF NEWTOWN

By: \_\_\_\_\_

Its \_\_\_\_\_  
Duly Authorized