



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Selectmen Agenda
Regular Meeting Immediately following
Special Town Meeting @ 7 PM
Thursday, June 4, 2015
Colchester Town Hall
Meeting Room 1**

RECEIVED
COLCHESTER, CT
2015 MAY 29 PM 2:00

1. Call to Order
2. Additions to the Agenda
3. Approve Minutes of the May 21, 2015 Regular Board of Selectmen Meeting
4. Citizen's Comments
5. Boards and Commissions – Interviews and/or Possible Appointments and Resignations
 - a. Economic Development Commission – Jean Walsh possible appointment as an alternate for a five year term to expire 10/1/2019
6. Budget Transfers
7. Tax Refunds & Rebates
8. Discussion and Possible Action on Unemployment Tax Management Corporation Service Agreement
9. Discussion and Possible Action on Board of Selectmen Liaison Assignments
10. Discussion and Possible Action on Building Committee Communication Flyer
11. Discussion and Possible Action on FY 2015-2016 Budget
12. Citizen's Comments
13. First Selectman's Report
14. Liaison Reports
15. Executive Session to Discuss Negotiations on Successor Contract with Administrator Local 506 Union
16. Discussion and Possible Action on Successor Contract of Agreement with Administrator Local 506 Union
17. Executive Session to Discuss an Employment-Related Matter
18. Discussion and Possible Action on an Employment-Related Matter
19. Adjourn



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Selectmen Minutes
Regular Meeting Minutes
Thursday, May 21, 2015
Colchester Town Hall @ 7pm**

MEMBERS PRESENT: First Selectman Stan Soby, Selectman Denise Mizla, Selectman Rosemary Coyle, and Selectman Kurt Frantzen

MEMBERS ABSENT: none

OTHERS PRESENT: D Mrowka Registrar, G Siddell COA Chair, T. Dean Clerk, and other citizens

1. Call to Order

First Selectman S. Soby called the meeting to order at 7:00 p.m.

2. Additions to the Agenda - none

3. Approve Minutes of the May 7, 2015 Regular Board of Selectmen Meeting

R Coyle asked to change wording for Item #22, first paragraph, second sentence "to streamline process (strike prices). Fourth sentence add; "committee has met or will meet with the Lions..". D Mizla asked to change wording for Item #22 second paragraph, third sentence "over and, completed design and request for the RFP's to go out for the splash park repairs.

R Coyle moved to approve the Regular Board of Selectmen meeting minutes of May 7, 2015, as amended, seconded by D Mizla. Unanimously approved. MOTION CARRIED

4. Approve Minutes of the May 11, 2015 Special Board of Selectmen Meeting

R Coyle moved to approve the Special Board of Selectmen Meeting minutes of May 11, 2015, seconded by D Mizla, with one abstention by R Coyle. Unanimously approved. MOTION CARRIED

5. Citizen's Comments – none

6. Boards and Commissions – Interviews and/or Possible Appointments and Resignations

a. Housing Authority – Denise Salmoiraghi possible reappointment for a five year term to expire 5/1/2020

R Coyle moved to reappoint Denise Salmoiraghi to the Housing Authority for a five year term to expire 5/1/2020, seconded by K Frantzen. Unanimously approved. MOTION CARRIED.

b. Commission on Aging – Possible Appointment

R Coyle stated that all the commissions to be appointed to have wonderful candidates to choose from and it will be a very hard decision to make. S Soby informed the Board that letters went out to each interviewee to discuss other commissions in the event they are not selected for the one they had submitted for.

Discussion between Board members on candidates.

K Frantzen moved to appoint Jennifer DeHay as an alternate member for a three year term to expire 12/1/2018, seconded by R Coyle. Unanimously approved. MOTION CARRIED

c. Police Commission

Discussion between Board members on candidates.

R Coyle moved to appoint Susan Dubb to the Police Commission for a three year term to expire 11/1/2018, seconded by D Mizla. Unanimously approved. MOTION CARRIED.

d. Board of Selectmen

Discussion between Board members on candidates.

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TOWN OF COLCHESTER

R Coyle moved to appoint John Reeve to the Board of Selectmen for a term to expire 11/17/2015, seconded by D Mizla. Unanimously approved. MOTION CARRIED.

7. Budget Transfers - none

8. Tax Refunds & Rebates

R Coyle moved to approve tax refunds in the amount of \$664.59 to CAB East LLC and \$639.43 to Ari Fleet Lt, seconded by K Frantzen. Unanimously approved. MOTION CARRIED

9. Discussion and Possible Action on Zumba Gold Toning Instructor Contract

R Coyle moved to authorize the First Selectman to sign the attached contract with Donna Chalmers, Zumba Gold Toning Instructor, beginning 5/19/2015 and ending 6/30/2015, seconded by D Mizla. Unanimously approved. MOTION CARRIED.

10. Discussion and Possible Action on FY 2015-2016 Budget

Set for the Referendum on 5/28/15 at Town Hall from 6am-8pm. Absentee ballots available in the Town Clerk's office.

11. Citizen's Comments – G Siddell is thrilled to have a filled Commission on Aging. They had more interested people that they will put on a team lead roles.

S. Schuster challenged the Board to not forget about the seniors during the WJMS Building Referendum. Feels seniors need a new center since it is the fastest growing group. S Soby stated that he had recently met with North Woods and had discussed that it will be the next commitment that the Board will tackle is getting a senior center for the senior population.

D Mrowka asked about the situation of car windows being broken. S Soby stated that it is an ongoing investigation.

12. First Selectman's Report

Resident Trooper supervisor, Sgt. Mercer, has resigned for a full time position at a technical unit. David Luke is assigned as the interim Resident Trooper until a replacement is placed; Attended KX meeting. Discussed state funding that will implement the Kimball plan; Lockton came to do an insurance presentation for non-union employees; Continuing negotiations with Fire Fighters and Police unions; Ratification with Admin union on Friday; Went with the Town Planner to meet regarding property in town; Met the Harpers regarding the Colchester Sports Arena plans going forward, they have a location; Town Planner position not yet posted, the job description will remain the same; Memorial Day Parade on Sunday.

13. Liaison Reports

K Frantzen reported on the Historic District – applications for review and they are working on them.

Conservation Commission – No new applications, finishing out existing applications and working on some enforcement issues.

Ethics – issue they are currently working on, no details available.

D Mizla reported on Board of Education – Superintendent and Frank Steward, investigator, working on the presentation for the final report in June. The Board received the Strategic Plan for review. BOE approved to reduce the budget by \$150,000, and also approved the contract with PPI as the BOS has done.

14. Executive Session to Discuss Employee 457 Plan

R Coyle moved to enter into executive session to discuss Employee 457 Plan, seconded by D Mizla. Unanimously approved. MOTION CARRIED.

Entered into executive session at 7:54 p.m.

Exited from executive session at 7:56 p.m.

15. Discussion and Possible Action on Employee 457 Plan Request

R Coyle moved to approve the Employee 457 Plan Request, seconded by K Frantzen. Unanimously Approved. MOTION CARRIED.

16. Adjourn

D Mizla moved to adjourn at 7:56 p.m., seconded by K Frantzen. Unanimously approved. MOTION CARRIED.

Respectfully submitted,

Tricia Dean, Clerk



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: 3/19/15

BOARDS & COMMISSIONS APPLICATION

Name: Jean Hess-Walsh

Address: 36 Gillette Ln Colchester, CT. 06415

Home Phone: 860-537-8988 Email jean.0621@yahoo.com FAX: 860-537-9373

Work Phone: 860-537-8437 Email _____ Town Residency 25 - 110 Years

Party Affiliation: Democrat Republican Unaffiliated (circle one)

Commission or Board you are interested in serving on: Comm. on Aging + Economic Development

Educational Background: List name and location of school, # of years attended, Subjects/Major, Did you graduate?

High School: Bacon Academy - 4 class 1974 yes

College: UConn - BA Communications

UConn + CCSU - credits toward MPA

Trade, Business _____
Or Correspondence _____
School _____

CONTINUED ON REVERSE SIDE

Work Experience: List length of employment, name and address of employer, position & reason for leaving:

Colchester Fire Dept - current 7 yrs admin
City of HFD - 20 yrs - retired Prin Analyst
Charles Oak Stationers - financial mgr 3yrs
Summit Corp - buyer - 4 yrs
G Foy - buyer 10 yrs

Are you capable of making the commitment of time necessary to serve on this Board or Commission? yes

Why are you interested in serving? As I get older I realize there are programs that are missing in caring or providing for the aging. I also work for the Colchester Fire Dept and I am aware of many issues experienced by our aging community.

Do you have any experience or familiarity with this area? _____

I deal with Medicare & Medicaid issues on a daily basis so I am familiar with medical problems / concerns & regulations.

(CERT) I am a member of the Comm. Emerg. Response Team and have worked w/ the issues re: vulnerable communities during emergencies. I recognize gaps in our community service to our aging community.

If you are not appointed to this board or commission, would you be interested in other forms of public service?

Which ones? _____

Date: 3/19/15

Signature: By a New Label

- Economic Development - I grew up in town, have experience with finance / retail / municipal government etc - and I would love to be involved with the Town's growth.

Economic Development Commission- 7 Members, 2 Alternates, 5 Year terms

Position	Name	Party	Phone	E-mail	Expiration Date
Chair	James W. Ford	D	860-537-6788	ford_james_w@sbcglobal.net	10/31/2016
Member	Andreas Bischikos	R	860-537-6891	abischikos@aol.com	10/1/2018
Member	Paul Catalano	R	860-537-3338	paul.catalano.qm41@statetfarm.com	12/15/2017
Member	John Dion	U	860-884-2069	jpgdion@att.net	10/31/2019
Member	Bruce Goldstein	R	860-537-9181	bruceeg@paradiseagency.com	10/1/2019
Member	Bruce Fox	D	860-267-0752	brucefox@aol.com	10/1/2019
Member	Beverly Carr	D	860-537-0327	bjfenette@sbcglobal.net	10/31/2015
Alternate	Jean Walsh <i>tentative</i>	U	860-537-8988	jean.0621@yahoo.com	10/1/2019
Alternate	VACANT				10/31/2019
Clerk	Gail Therian				

Economic Development Commission



**N. Maggie Cosgrove
Chief Financial Officer
Finance Department**

Date: May 26, 2015

To: Board of Selectmen

From: N. Maggie Cosgrove, CFO

Subject: Unemployment Tax Management Corporation - Service Agreement

Background

Unemployment Tax Management Corporation currently provides services to the Town and Board of Education related to unemployment compensation claims.

These services include claims processing, the representation of the employer at all unemployment claim hearings, auditing of claims and benefit payments, consulting services and training. The proposed annual fee for these services is the same as FY 2014-15. The current contract expires on 6/30/15.

Recommendation

Approval of Service Agreement for the period 7/1/15-6/30/16 with the Town and authorization for First Selectman to sign all necessary documents.

UNEMPLOYMENT COMPENSATION SERVICE AGREEMENT

The UNEMPLOYMENT TAX MANAGEMENT CORPORATION (UTMC) agrees to perform the services listed below for the tax rating account(s) designated:

A. Claims Services

(1) Process unemployment compensation claims transmitted to UTMC, (2) where applicable, present reasons for claimant termination to the state agency, (3) provide complete follow through on protested and non-protested claims, dealing with the state agency on behalf of the client, and (4) discuss claims of unusual or problematical nature with the client.

B. Auditing Services

(1) Establish auditing parameters for all claims so as to control the state's charging of the client's account, (2) review each claim's wage data and record and compute that is required for "cost-efficient" auditing, (3) audit all benefit charge statements, (4) protest and appeal illegal, excessive, and unwarranted benefit charges, and (5) provide follow through on prior protests and inquiries to maximize the opportunity for a client credit.

C. Tax Rating Services

(1) Review client's quarterly contribution report and extract data for benefit charge auditing, where applicable and cost-efficient, and verification of state's tax assignment, (2) maintain a "debit-credit" ledger for each tax rating account, (3) verify the accuracy of the state's tax rate assignment to the client, and take appropriate protest action if client's taxes will be or could be higher than justified and (4) where applicable, notify the client as to the appropriateness of making a voluntary contribution as well as the recommended procedure and amount needed.

D. Consultation and Reporting Services

(1) Consult with the client on all matters relating to the control of unemployment compensation costs when requested by the client or when necessary, (2) give advice, when requested on personnel and administrative procedures relating to unemployment compensation costs, (3) acquaint the client of unemployment compensation statute or regulation changes or other matters which might require significant policy or procedural changes for the client, (4) assist in the formulation of client personnel policies which do or could relate to unemployment compensation costs, and (5) submit a detailed written annual report to the client at the expiration of this agreement, thereby allowing the client to fully evaluate the effectiveness of the UTMC program.

E. Special Training Services

Provide educational seminars and informal discussions for any groups of company personnel designated by the client provided that -

1. the client shall request these sessions of UTMC;
2. the times of such meetings shall be at the mutual convenience of the client and UTMC;
3. the sessions shall be presented to groups of reasonable size; and
4. the contents of these meetings shall be applicable to the unemployment compensation statute and procedures there under.

Non-Appropriation

If your governing body fails to appropriate sufficient monies for this Agreement year, notice must immediately be given in writing at least 30 days prior to the end of the current fiscal year or if Non-Appropriation has not occurred by such date, immediately upon Non-Appropriation. At that time all services will be terminated.

For the services above TOWN OF COLCHESTER agrees to submit timely quarterly payments to UTMC in the amount of

TWO HUNDRED FIFTY DOLLARS (\$250)

This Agreement shall be effective for one year from July 1, 2015.

For client: _____

For UTMC:  _____

BOARD & COMMISSION LIAISON ASSIGNMENTS		
BOARD & COMMISSION	LIAISON AS OF MAY 29, 2014	MEETING DATE
Agriculture Commission	Stan Soby	3rd Mon @ 6:30p
Blight Ordinance Task Force		
Building Committee	Rosemary Coyle	2nd & 4th Thurs @ 7p
Board of Assessment Appeals	Denise Mizla	As needed
Board of Education	Denise Mizla	2nd Tues @ 7p
Board of Finance	Stan Soby	1st & 3rd Wed @ 7p
Charter Review Commission		2nd & 4th Wed @ 7p
Chatham Board of Health	Rosemary Coyle	last Tues each mo @ 1p
Commission on Aging	Rosemary Coyle	2nd Mon @ 8:30a
Conservation Commission	Kurt Frantzen	2nd Wed @ 7p
Craigin Board of Trustees	Stan Soby	
Ethics Commission	Kurt Frantzen	1st Tues of even numb month @ 6p
Economic Development Commission		3rd Mon @ 7p
Fair Rent Commission	Denise Mizla	as needed
Friends of Craigin Library	Kurt Frantzen	2nd Thurs @ 6:30
Colchester Hayward Fire Dept	Rosemary Coyle	1st & 3rd Mon @ 7p
Historic District Commission	Kurt Frantzen	2nd Mon @ 7p
Housing Authority	Rosemary Coyle	as needed
Open Space Advisory Committee	Rosemary Coyle	2nd Tues @ 6p
Parks & Recreation Commission	Denise Mizla	1st Mon @ 7p
Planning & Zoning Commission		1st & 3rd Wed @ 7p
Police Commission	Stan Soby	4th Mon @ 6:30p
Police Retirement Board	Stan Soby	Quarterly @ 7:30p
Senior Center Negotiating Committee	Stan Soby / Rosemary Coyle	
Sewer & Water Commission	Kurt Frantzen	2nd Thurs @ 7p
Youth Services Advisory Board	Denise Mizla	1st Wed @ 5p
Zoning Board of Appeals	Stan Soby	3rd Tues @ 7p