



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Selectmen Agenda
Regular Meeting @ 7PM
Thursday, December 1, 2016
Colchester Town Hall
Meeting Room 1**

1. Call to Order
2. Additions to the Agenda
3. Citizen's Comments
4. Consent Agenda
 1. Action on 2017 Board of Selectmen Meeting Schedule
 2. Action on 2017 Commission Chairmen Meeting Schedule
 3. Police Commission – Resignation of Edward Fusco
 4. Tax Refunds & Rebates
5. Approve Minutes of the November 17, 2016 Regular Board of Selectmen Meeting
6. Budget Transfers
7. Discussion and Possible Action on CHVFC Tax Exemption
8. Discussion and Possible Action on Application for Property Tax Incentive – 12 Broadway
9. Discussion and Possible Action on Park Place Subdivision Bond Reduction
10. Discussion and Possible Action on Memorandum of Agreement for Colchester Antique Veterans
11. Citizen's Comments
12. First Selectman's Report
13. Liaison Reports
14. Adjourn

RECEIVED
TOWN OF COLCHESTER
THURSDAY, NOV 23 2016

2016 NOV 23 PM 12:31

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TOWN OF COLCHESTER



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

MEMORANDUM

To: Board of Selectmen

Cc:

From: Art Shilosky, First Selectman

Date: 12/1/2016

Re: 2017 Board of Selectmen Regular Meeting Schedule

The following meeting schedule is recommended for the regular monthly meetings of the Board of Selectmen for 2017.

Unless otherwise noted, meetings are held on the 1st and 3rd Thursday of each month at 7:00 PM, at the Town Hall, located at 127 Norwich Ave, Colchester, CT.

January 5	July 20
January 19	August 3
February 2	August 17
February 16	September 7
March 2	September 21
March 16	October 5
April 6	October 19
April 20	November 2
May 4	November 16
May 18	December 7
June 1	December 21
June 15	
July 6	

Recommended Motion – “Move to adopt the Board of Selectmen 2017 meeting schedule as recommended by the First Selectman



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

MEMORANDUM

To: Board of Selectmen

Cc:

From: Art Shilosky, First Selectman

Date: 12/1/2016

Re: 2017 Commission Chairmen Meeting Schedule

The following regular meeting schedule is recommended for 2017. All meetings will take place prior to the regular Board of Selectmen meeting for that evening, at 7pm.

January 19
April 20
July 20
October 19

Recommended Motion – “Move to adopt the Commission Chairmen 2017 meeting schedule as recommended by the First Selectman.

October 24, 2016

To Whom It May Concern,

Please accept this letter as my notice of resignation from the Town of Colchester Police Commission. It has been my pleasure to serve on the commission for the past six years and I would like to thank all those who helped to support my time on the commission.

Sincerely,



Edward T. Fusco, Jr.

RECEIVED
COLCHESTER, VT
2016 NOV 17 PM 5:11
TOWN OF COLCHESTER
CLERK



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Board of Selectmen Minutes
Regular Meeting Minutes
Thursday, November 17, 2016
Colchester Town Hall @7pm

2016 NOV 22 AM 10:07
RECEIVED
TOWN OF COLCHESTER

MEMBERS PRESENT: First Selectman Art Shilosky, Selectman Stan Soby, Selectman Rosemary Coyle, and Selectman Denise Mizla

MEMBERS ABSENT: Selectman John Jones

OTHERS PRESENT: PW Director J Paggioli, Registrar D Mrowka, TC M Wyatt, TC G Furman, R Wah, R Brigandi and Clerk T. Dean

1. **Call to Order**
First Selectman A Shilosky called the meeting to order at 7 p.m.
2. **Additions to the Agenda** - none
3. **Citizen's Comments** – none
4. **Consent Agenda**
 1. **Approve Minutes of the November 3, 2016 Regular Board of Selectmen Meeting**
 2. **Commission on Aging – Eleanor Phillips possible reappointment for a three-year term to expire on 12/31/2019**

S Soby moved to approve the consent agenda, seconded by R Coyle. Unanimously approved. MOTION CARRIED

5. **Approve Minutes of the November 1, Special Board of Selectmen Meeting**
S Soby moved to approve the Special Board of Selectmen meeting minutes of November 1, 2016, seconded by R Coyle. Unanimously approved. MOTION CARRIED.
6. **Discussion and Possible Appointment of Dean Hunniford as Tree Warden for a one-year term to expire on 11/17/2017**
S Soby moved to appoint Dean Hunniford as Tree Warden for a one-year term to expire on 11/17/2017, seconded by D Mizla. Unanimously approved. MOTION CARRIED
7. **Budget Transfers** - none
8. **Presentation on CHVFC Tax Exemption by David Barnes and David Martin**
D Martin presented information on active members and the impact on potential qualified tax abatement members. Stats included current life members and years of service, along with call response rate and training requirements. Outlined a capsulized look at the financial impact of potential abatements. S Soby stated the impact of future financials is far less than any paid staffing. Discussion on projection on an outside number if all inactive, 25 plus year members and what that figure would look like and potential obligation would be down the road. D Martin stated that this new addition to the abatement would not be grandfathered in to past life members and also would not be retro-active. A Shilosky stated this will go on the next agenda for possible action.
9. **Discussion and Possible Action on Assistant Tax Collector Certified & Non-Certified Job Description**
M Wyatt stated there is an opening for an Assistant Tax Collector due to a recent vacancy. Added areas to the job description that were not part of the previous job descriptions, due to needing two people for some functions for security purposes. Union approved the changes, with one recommendation to eliminate the every Thursday night hours to allow flexibility, they would like it back to the original schedule. R Coyle suggested the wording to change from "may" to "shall be responsible for covering late office hours."

S Soby moved to accept the recommended changes to the non-certified and certified Assistant Tax Collector job descriptions, seconded by D Mizla. Unanimously approved. MOTION CARRIED.

10. Update on Fire House Mold Remediation

PW Director J Paggioli gave the Board an update on the condition of the Fire House. There was more mold than was anticipated. Board of Finance has authorized the expenditure to complete the project. Not completing the additional work required would be problematic.

S Soby moved in accordance with section 4.1 of the Budget Transfer Procedures Use of Capital Reserve Fund, that the Board of Selectmen, has authorized expenditure of \$75,000 of the Building and Grounds Reserve Fund for use to complete the mold remediation and restoration work at the Fire Department Company One Building and incorporated that amount along with the existing Capital Funds to complete all work required; The Board of Selectmen authorize the First Selectman to enter into a contract with American Integrity Restoration, LLC for the work outlined in RFP 2016-15, as amended, for the amount of \$190,062 and to sign all necessary documents, seconded by R Coyle. Unanimously approved. MOTION CARRIED

11. Discussion and Possible Action on Re-Sending Blight Ordinance to Town Meeting

A Shilosky stated that there needs to be a Public Hearing before a Town Hall Meeting is scheduled.

R Coyle moved to rescind the motion to send the Blight Ordinance to Town Meeting made at 11/3/2016 BOS meeting, and send the Blight Ordinance, per Charter, to a Public Hearing, then to the Board of Selectmen for action for sending Blight Ordinance to Town Meeting, seconded by S Soby. Unanimously approved. MOTION CARRIED.

12. Citizens Comments - none

13. First Selectman's Report

A Shilosky stated that the Fire Dept. received a donation from the Colchester Hayward Fire Company for \$8475 to be used towards a Chest Compression Unit. The Fire Dept. has been raising funds to purchase one, and have collected \$6,083. The new unit costs \$15,018, therefore A Shilosky has authorized an expenditure of \$460 from Capital Reserve to complete the purchase of the Chest Compression Unit. The Colchester Garden Club has received a grant to be used towards improvements of existing projects. Building Dept. October revenue in permits are \$32,270, which is 75% of the budgeted revenue. Most of the increase is due to single home construction.

14. Liaison Reports

R Coyle reported on Chatham Health – focusing on health insurance to lower costs significantly, starting for the next budget. State funding in grants being cut, no lead program grant being received.

S Soby reported on the Health District – Fiscal Accountability Report shows a 1.3 billion deficit, most coming from agency budget reduction options, proposal is on their website. Personnel count is down between attrition, layoffs, and retirements. There will be potential impact in our budget process. Health District and Health District consolidation in discussions to look at direction and alternatives. S Soby stated that every time they regionalize, the regions don't fall in line. R Coyle spoke in favor of the new Health District Director.

D Mizla reported on Charter Revision – reviewed town departments and the current list is not up to date. Looking at the section that speaks to consolidation of former borough, that could be eliminated. Discussed items in the charter that can be taken out and made into an ordinance, one being the Sewer and Water Commission. Would need to pass the charter first with the removal and then ordinance.

Board of Education – Contois family asked that the re-naming of CES be withdrawn. The Board voted unanimously to leave the name CES as is. Spring 2018 NEAC will visit schools for accreditation. Ten students from Norwich are currently registered at Bacon Academy. Plan for distribution of Norwich students revenue from tuition being discussed.

15. Adjourn

R Coyle moved to adjourn at 7:50 p.m., seconded by S Soby. Unanimously approved. MOTION CARRIED.

Respectfully submitted,



Tricia Dean, Clerk



House Bill No. 5277

Public Act No. 16-99

AN ACT EXTENDING THE MUNICIPAL PROPERTY TAX RELIEF TO RETIRED VOLUNTEER FIREFIGHTERS, FIRE POLICE OFFICERS AND EMERGENCY MEDICAL TECHNICIANS.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. Section 12-81w of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2016*):

The legislative body of any municipality may establish, by ordinance, a program to provide property tax relief for [the] a nonsalaried local emergency management director, [and for] any individual who volunteers his or her services as a firefighter, fire police officer, as defined in subsection (a) of section 7-308, emergency medical technician, paramedic, civil preparedness staff, [an] active member of a volunteer canine search and rescue team, as defined in section 5-249, [an] active member of a volunteer underwater search and rescue team, or [an] ambulance driver in the municipality, or any individual who is a retired volunteer firefighter, fire police officer or emergency medical technician and has completed at least twenty-five years of service as a volunteer firefighter, fire police officer or emergency medical technician in the municipality. Such tax relief may provide either (1) an abatement of up to one thousand dollars in property taxes due for any fiscal year, or (2) an exemption applicable

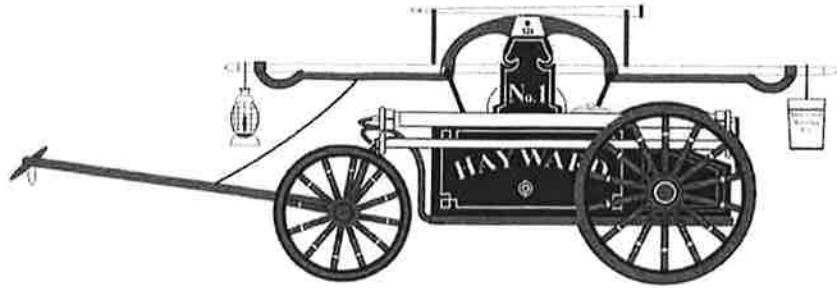
House Bill No. 5277

to the assessed value of real or personal property up to an amount equal to the quotient of one million dollars divided by the mill rate, in effect at the time of assessment, expressed as a whole number of dollars per one thousand dollars of assessed value. Any ordinance may authorize interlocal agreements for the purpose of providing property tax relief to such volunteers who live in one municipality but volunteer or volunteered their services in another municipality.

Approved June 1, 2016

129-31. Exemption benefit schedule.

- F. Definition of active life member exemption. The “ active life member exemption “shall be defined as an exemption applicable to the assessed value of real or personal property up to an amount of the CHVFD members percentage of his/hers exemptions within the last five (5) years. Once the CHVFD member receives life member status and elects to become an Inactive Life Member, he or she shall receive his or her percentage exemption for life without having to receive any points as stated in paragraphs B&E in this section, until the CHVFD member no longer has real or personal property within the town or becomes deceased.
- G. Qualification for active life member exemption. To qualify for life member exemption the CHVFD member must have received an exemption for a consecutive of five (5) years throughout the CHVFD member’s active duty years.



Colchester Hayward Vol. Fire Co.

October 22, 2015

Established in 1854

To: First Selectman, Stan Soby
Subject; November 5, BOS meeting

Please consider the following for an agenda item for the November 5, 2015 BOS meeting.

Change the existing tax exemption for qualifying members to include the attached language.

Currently there are thirteen (13) active Life Members on the rolls of emergency responders that may qualify for tax abatements. Their total years of service to date equates to three hundred, forty-seven (347) years of service to the citizens of Colchester.

In an effort to afford those members some lasting token of appreciation, we are proposing that when they elect to become inactive members of the organization, the Town of Colchester will continue their abatement as long as they are property owners in Colchester, as long as they have been qualified for the abatement within the past 5 years.

Currently, the cost to the Town will be zero (0) dollars, since these members earn the required points necessary to qualify. Worst possible scenario would occur if all thirteen (13) members decided to go inactive in the same year. That cost would amount to \$13,000.00.

The intent of the change is to give recognition to the many years of sacrifice to these individuals. Additionally it would serve as an incentive for members to stay on as emergency responders longer.

Thank you for your consideration.

Sincerely,


David E. Martin, President

Colchester Hayward Volunteer Fire Company

Nov 5th BOS
meeting
documents

attachments

129-31. Exemption benefit schedule.

- F. Definition of active life member exemption. The “ active life member exemption “shall be defined as an exemption applicable to the assessed value of real or personal property up to an amount of the CHVFD members percentage of his/hers exemptions within the last five (5) years. Once the CHVFD member receives life member status and elects to become an Inactive Life Member, he or she shall receive his or her percentage exemption for life without having to receive any points as stated in paragraphs B&E in this section, as long as the CHVFD member has real or personal property within the town or becomes deceased.
- G. Qualification for active life member exemption. To qualify for life member exemption the CHVFD member must have received an exemption for a consecutive of five (5) years throughout the CHVFD member’s active duty years.



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Colchester Economic Development Commission
November 22, 2016

To: Colchester Board of Selectman
127 Norwich Ave
Colchester, CT 06415

RE: Application for Property Tax Incentive
Gavin-Smith LLC, d/b/a Four Chimneys Inn
Property located at 12 Broadway Colchester, CT

The Colchester Economic Development Commission has reviewed the Application for Property Tax Incentive from Gavin-Smith LLC, d/b/a Four Chimneys Inn located at 12 Broadway Colchester, CT as presented at the commissions scheduled meeting of November 21, 2016 and has recommended the following Property Tax Incentive to be applied to this application/development as follows:

Starting the for the first complete year after the applicant receives the Certificate of Occupancy and for the next consecutive two years (total of three full years) it is recommended the property receive a 100% (One Hundred Percent) property tax abatement of the realized assessed increase in property value as determined by the Town Assessor after the applicant completes all improvements approved by the Town of Colchester and is operating as a business as described in the Application for Property Tax Incentive. This abatement would be permitted under Connecticut Statute, Chapter 203, Section, 12-65b.

The Colchester Economic Development Commission has determined an incentive is appropriate and is recommending the tax incentive as described be presented to the Board of Selectman for approval.

Overview

The Colchester property tax incentive program was developed to encourage businesses and commercial interests to develop by offering partial relief from local property tax burdens.

The applicant has presented developing the building and land located at 12 Broadway into a restaurant and bed and breakfast enterprise as described in the attached application. The proposed location is an historic structure with prominence in the center of town and located within the town's commerce center

Criteria

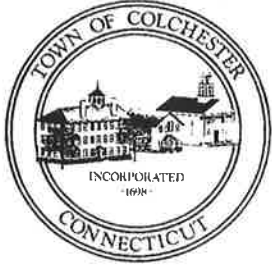
The commission considered the following criteria critical to recommend the property tax incentive:

1. The applicant has demonstrated the need for the incentive
2. The applicant has demonstrated the potential for new job creation
3. The applicant has demonstrated the need and service to the local community
4. The applicant has demonstrated the appropriateness of the business enterprise to its proposed location.
5. The applicant has demonstrated the compatibility of the project with the environment and town resources.
6. The applicant will after year 5 of the tax incentive provide a net tax gain to the Town tax base.
7. The applicant will be improving and renovating an historic structure.

The Colchester Economic Commission has reviewed all information provide with the application and wishes the applicant, Brian and Jean Smith good fortune in this endeavor.

Respectfully submitted


Jim Ford, Chair EDC



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

November 18, 2016

To: Colchester Board of Selectmen,

From: Salvatore A. Tassone P.E. – Town Engineer

Re: Park Place Subdivision Old Hebron Road and Old Hartford Road, Colchester, Connecticut, prepared for Park Place Holdings, LLC, by CLA Engineers, Inc., sheets 1 through 19 of 19, dated June 2015, latest date 9/25/15 shown on sheet 13.

The owner of the referenced Subdivision (Robert Gagnon) has requested a bond reduction to reflect the public improvements completed to date which are associated with the new subdivision road "Nature Avenue".

The Town is currently holding a Public Improvement bond and an Erosion & Sediment control bond for a total cash bond of \$243,958.50. As of November 17, 2016, the cost of remaining incomplete public improvements is \$144,166.50. It is therefore recommended that the town release a total of \$99,792.00 leaving a bond balance of \$144,166.50 to cover the cost of remaining incomplete public improvements.

RECOMMENDED MOTION:

Motion that the Town of Colchester release a total of \$99,792.00 of the Erosion & Sediment control cash bond to Park Place Holdings for the Park Place Subdivision as recommended by the Town Engineer.



COLCHESTER CONSTRUCTION LLC
 INTEGRITY · RELIABILITY · VALUE

Project: Park Place Subdivision - Nature's Way

Owner:

Location:

Bid Date:

Bond Cost Reduction Spreadsheet

Date: **November 17, 2016**

Item #	Description of Work	Scheduled Value	From Previous Application	This Period	Total Completed	Balance to Finish
1	Clearing & Grubbing	60,000.00	60,000.00		60,000.00	0
13	Formation of Subgrade	48,536.00	48,536.00		48,536.00	0
15	Retention/Retention Basin	61,300.00	61,300.00		61,300.00	0
16	Bank Run Gravel Subbase	40,440.00	40,440.00		40,440.00	0
17	Processed Gravel Base	20,220.00	20,220.00		20,220.00	0
18	General Fill	37,500.00	37,500.00		37,500.00	0
19	Sedimentation Control System	16,250.00	8,250.00		8,250.00	8,000
20	Bituminous Concrete Class I	67,609.00	67,609.00		67,609.00	0
21	Bituminous Concrete Class II	53,972.00	53,972.00		53,972.00	0
22	Tack Coat	2,000.00	2,000.00		2,000.00	0
23	Type "C" Catch Basins	12,500.00	12,500.00		12,500.00	0
25	Type "C" Catch Basins Double	19,200.00	19,200.00		19,200.00	0
26	Type "CL" Catch Basins "DG"	2,500.00	2,500.00		2,500.00	0
29	Manhole	19,200.00	19,200.00		19,200.00	0
30	Manhole Over 10' Deep	15,200.00	15,200.00		15,200.00	0
32	15" Storm Drain Pipe	47,500.00	47,500.00		47,500.00	0
33	18" Storm Drain Pipe	16,500.00	16,500.00		16,500.00	0
37	18" Culvert End	1,000.00	1,000.00		1,000.00	0
40	Modified Rip Rap	10,000.00	10,000.00		10,000.00	0
41	Intermediate Rip Rap	20,000.00	20,000.00		20,000.00	0
42	Standard Rip Rap	10,000.00	10,000.00		10,000.00	0
43	6" Pavement Underdrain	43,375.00	43,375.00		43,375.00	0
46	6" Bituminous Concrete Curb	19,250.00	19,250.00		19,250.00	0
47	Metal Beam rail	11,500.00		11,500.00	11,500.00	0
48	Concrete Sidewalk	101,800.00	16,000.00	82,600.00	98,600.00	3,200
51	Water for Dust Control	5,000.00	5,000.00		5,000.00	0
53	Sweeping for Dust Control	7,800.00	7,800.00		7,800.00	0
54	Furnishing & Placing Topsoil	17,500.00	5,500.00		5,500.00	12,000
55	Liming	2,500.00			0.00	2,500
56	Erosion Control Fabric/Matting	4,200.00			0.00	4,200
57	Turf Establishment	7,500.00			0.00	7,500
58	Temporary Turf Establishment	7,500.00			0.00	7,500
59	Maintenance & Protection of Traffic	5,000.00	5,000.00		5,000.00	0



COLCHESTER CONSTRUCTION LLC
 INTEGRITY · RELIABILITY · VALUE

Project: Park Place Subdivision - Nature's Way

Bond Cost Reduction Spreadsheet

Owner:

Location:

Bid Date:

Date: November 17, 2016

Item #	Description of Work	Scheduled Value	From Previous Application	This Period	Total Completed	Balance to Finish
60	Construction Staking	7,500.00	7,500.00		7,500.00	0
61	Stop Sign & Post	350.00			0.00	350
62	Road Sign & Post	350.00			0.00	350
63	Speed Limit Sign & Post	250.00			0.00	250
65	Monuments & Iron Pins	14,000.00			0.00	11,000
66	As-Built Plans	5,000.00			0.00	5,000
67	Underground Utilities	51,000.00	51,000.00		51,000.00	0
69	Clean Sediment from Catch Basin	2,750.00			0.00	2,750
70	Construction Entrance	2,500.00	2,000.00	500.00	2,500.00	0
80	Fire Hydrants	22,500.00	22,500.00		22,500.00	0
81	Onsite Water Main	150,000.00	150,000.00		150,000.00	0
82	Sewer Main	111,300.00	111,300.00		111,300.00	0
83	Sewer Laterals	30,000.00	30,000.00		30,000.00	0
84	Street Trees/Landscaping	23,750.00		5,192.00	5,192.00	18,558
85	2 x 4 Box Culvert	6,000.00	6,000.00		6,000.00	0
86	12" HDPE	3,000.00	3,000.00		3,000.00	0
87	12" HDPE Flared End	500.00	500.00		500.00	0
88	3/4" Crushed Stone/Fabric	2,500.00	2,500.00		2,500.00	0
89	Wetland Mitigation	32,250.00	21,250.00		21,250.00	11,000
90	Snout Hoods	700.00	700.00		700.00	0
	Public Improvements Off-Site	164,113.50	114,105.00		114,105.00	50,008.50
	TOTALS	1,441,665.50	1,197,707.00	99,792.00	1,297,499.00	144,166.50
	Existing Bonds					
	Road Bond				111,658.50	
	E & S Bond				132,300.00	
	Total of Bonds in Place				243,958.50	
	Work Remaining					144,166.50
	Bond Reduction Amount to be Given Back					99,792.00

OK A.T. Brown 11/18

MEMORANDUM OF AGREEMENT

BETWEEN

TOWN OF COLCHESTER

AND

COLCHESTER ANTIQUE VETERANS OF COLCHESTER CT

This Agreement is made by and between the Town of Colchester (hereinafter the "Town"), and the Colchester Antique Veterans of Colchester CT (hereinafter the "Antique Veterans").

Whereas, the Town and the Antique Veterans are parties to an Understanding, which is in effect on December 1, 2016.

Whereas, Town of Colchester Policy Manual, Section 3.2 Facility Use, Subsection 5.2 Facility Use Rules, outlines the amended policy for town owned facilities, along with specific requirements from the Antique Veterans.

Therefore, the parties agree as follows:

1. The Antique Veterans shall install trigger locks on all firearms and store those firearms in a gun safe that are located at 95 Norwich Avenue effective on date of signing.
2. The Antique Veterans shall pay the Town of Colchester a yearly lease payment of one dollar (\$1). The lease shall be paid yearly by date of signing.
3. The Veteran's groups shall have use of a room at 95 Norwich Avenue to hold meetings and various events.

Agreed to and approved by the undersigned:

For the Antique Veterans:

For the Town:

Daniel Henderson
Representative

Art Shilosky
First Selectman

Date

Date