



Town of Colchester, Connecticut

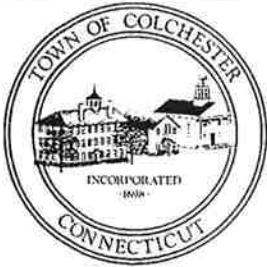
127 Norwich Avenue, Colchester, Connecticut 06415

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

Dedication of Town Hall meeting rooms for Jenny Contois will be held at 6pm

RECEIVED
COLCHESTER, CT
2015 DEC 31 AM 11:00
Jenny Contois

1. Call to Order
2. Additions to the Agenda
3. Approve Minutes of the December 17, 2015 Regular Board of Selectmen Meeting
4. Citizen's Comments
5. Boards and Commissions – Interviews and/or Possible Appointments and Resignations
 - a. Planning & Zoning Commission – Karen Godbout to be interviewed
 - b. TVCCA - Eleanor Phillips possible reappointment for a one year term to expire 1/7/2017
 - c. Charter Revision Commission
 1. Sheila Tortorigi to be interviewed
 2. Gregg LePage to be interviewed
6. Budget Transfers
7. Tax Refunds & Rebates
8. Discussion on Charter Review Recommendations
9. Discussion and Possible Action on Tax Exemption for Real & Personal Property
10. Discussion and Possible Action on Tecton Agreement
11. Discussion on Senior Center Building
12. Citizen's Comments
13. First Selectman's Report
14. Liaison Reports
15. Executive Session to Discuss Proposed Ordinance
16. Adjourn



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Selectmen Minutes
Regular Meeting Minutes
Thursday, December 17, 2015
Colchester Town Hall @ 7PM Immediately Following Town Meeting**

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

MEMBERS ABSENT: none

OTHERS PRESENT: Public Works Director J Paggioli, FD Chief Cox, FD D Lee, Assessor J Chaponis, J Walsh, Schuster, U Tschinkel, M Hinchliffe, Registrar D Mrowka, Clerk T. Dean, and other citizens.

1. Call to Order

First Selectman A Shilosky called the meeting to order at 7:08 p.m.

2. Additions to the Agenda

A Shilosky asked that the following to be added to the agenda #17 Discussion and Possible Action on Tecton Architecture Contract, Reverse Executive order to #21 Executive Session to Discuss the Norton Mill Project & #22 Executive Session to Discuss a Personnel Matter & a Health Matter, renumber remaining items accordingly.

R Coyle moved to approve the additions and reorder as presented, seconded by S Soby. Unanimously approved. MOTION CARRIED

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

R Coyle corrected #16, 1st sentence, should be pcb not pvc.

R Coyle moved to approve the Regular Board of Selectmen meeting minutes of December 3, 2015, as amended, seconded by J Jones. Unanimously approved. MOTION CARRIED

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

R Coyle moved to approve the Special Board of Selectmen meeting minutes of December 11, 2015, seconded by D Mizla. Abstention by S Soby and J Jones. Unanimously approved. MOTION CARRIED.

5. Citizen's Comments - none

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

a. Parks and Recreation Commission

1. Tracy Loskant possible reappointment for a four year term to expire 11/30/2019

R Coyle moved to reappoint Tracy Loskant to the Parks & Recreation Commission for a four year term to expire 11/30/2019, seconded by D Mizla. Unanimously approved. MOTION CARRIED

2. Lynne Stephenson possible reappointment for a four year term to expire 11/1/2019

D Mizla moved to reappoint Lynne Stephenson to the Park & Recreation Commission for a four year term to expire 11/1/2019, seconded by J Jones. Unanimously approved. MOTION CARRIED.

b. Charter Revision Commission

1. Stephen Schuster to be interviewed – was interviewed

2. Michael Hinchliffe to be interviewed – was interviewed

3. Ursula Tschinkel to be interviewed – was interviewed

4. Monica Egan to be interviewed – was interviewed

7. Budget Transfers - none

8. Tax Refunds & Rebates

S Soby moved to approve tax refunds in the amount of \$6.56 to Hope Walden, \$22.29 to Lindsey Constant, \$130.05 Ari Fleet Lt, \$615.35 to Ally Financial, \$1304.23 to EAN Holdings LLC, \$1313.94 to Ari Fleet Lt, \$31.62 to Robert or Anna Vinickas, \$228.72 to Vicki Wu, and \$22.55 to Tri Town Foods Inc., seconded by R Coyle. Unanimously approved. MOTION CARRIED

9. Discussion and Possible Action to Accept a \$15,000 Donation for a Chest Compression Unit

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TOWN OF COLCHESTER, CT.
2015 DEC 18 PM 2:38
TOWN CLERK

J Walsh explained this was a second donation from a donor that wishes to remain anonymous, for the purchase of a chest compression unit. There was a special account established from the first donation approved by the board. Request to approve the acceptance of the check and subsequent purchase of the unit. Unit is \$14,000, so there will be a surplus to build into the Fire Department budget towards a purchase of a second unit. The goal is to outfit all ambulances with a unit. Next step is the purchase order.

S Soby noted the towns gratitude to the donor and J Walsh for her hard work. J Jones also expressed his thanks as this will be a heart saver for volunteers and fire fighters.

S Soby moved to approve the acceptance of the \$15,000 donation for a chest compression unit, seconded by J Jones. Unanimously approved. MOTION CARRIED.

10. Discussion and Possible Action on Local Ordinance for Tax Exemption

J Chaponis outlined what the proposed ordinance is designed to do. General Statute §12-81(58) authorizes the Town, by ordinance, to exempt from taxation, any real or personal property leased to a non-profit organization that is exempt from taxation for federal income tax purposes. The Town of Colchester wishes to enact this local option but only in a limited capacity in which we only provide the exemption to a property owner who leases their property to the Town of Colchester and the Colchester Board of Education. R Coyle posed the question if the town has the right to enact only a portion of the local option and only grant the exemption for property leased to the Town and BOE. R Coyle and D Mizla requested that town counsel review and to draft their recommendation.

S Soby and A Shilosky agree to send to town counsel and bring back to the next meeting for a vote.
TABLED TO NEXT MEETING

11. Discussion and Possible Action on Contract Bid for Town Wide Revaluation on the 2016 Grand List

R Coyle asked if the fee is the same as previous year. J Chaponis said that no, it actually is a lower fee. This is due to the Assessors department taking on some of the responsibility, instead of contracting it all out. Last year they went to did home inspections to every property to assess. This year, since they have a reliable base, don't do inside visits but rather go down each street to do a visual inspection. This drove down the cost considerably. Two bids came in and the one recommended is the lower bid. The cost is budgeted over a five year time period of approx. \$35,000-\$40,000. This cost includes the bearing of litigation as well.

S Soby moved to approve the contract bid with Vision for the Town Wide Revaluation on the 2016 Grand List and authorize the First Selectman to sign all necessary documents, seconded by R Coyle. Unanimously approved. MOTION CARRIED.

12. Discussion and Possible Action on SEEC Pilot Program

D Mizla stated that this would save time during the municipal elections. R Coyle said that now you can go online for standardization and transparency for everyone. The Municipal election is the only one that is worked on in the Clerk's Office.

R Coyle moved to approve participating in the State Elections Enforcement Commission Pilot Program and authorize the First Selectman to sign all necessary documents, seconded by D Mizla. Unanimously approved. MOTION CARRIED.

13. Discussion and Possible Action on Emergency Dispatch Contracts

FD Chief Cox reported on the process; In Oct Colchester had an RFP for Dispatch Services, Nov 12th was the opening. Three proposals received from Montville, Tolland, Quinebaug. Looked at the cost per year and capital structure input. KX has been serving the town the last 40 years. Atenna at Buckley helps with communications. The RFP included support communication structure if town can't get ownership of tower. Both Tolland and Quinebaug have been running for 40 years and are well organized and financially stable. Quinebaug was able to offer a back-up with commitment. Therefore, he is recommending Quinebaug. Quinebaug representative explained the support for infrastructure and said the biggest challenge is the towns geography and terrain. Designed a system that provides 90% coverage with portable radio. Designed a three site system with three potential tower locations. Provides longer range communication with a low band radio transmission. There is a 20% discount for a five year agreement contingent on Colchester waiving cancellation of services. Quinebaug committed \$275,000 for the first year, then the following 3 years to \$50,000 for infrastructure upgrades. All will be ready to start when KX ends on 6/30/2016. If for any reason KX dissolves Quinebaug has committed to starting sooner with a backup plan. S Soby advised the Board that the Chief and Deputy Chief have put together a plan with equipment if they need to do emergency dispatch. D Lee commented that the execution of the contract needs to be moved on due to the large infrastructure that needs to be in place. The contract is a standard municipal contract that Quinebaug has already drafted and ready to go within a week. Chief Cox thanked S Soby for his insight and support. J Jones thanked the chief for his hard work on the proposal reviews. S Soby mentioned that J Paggioli had a big hand in the part of the process and thanked him for that.

S Soby moved that the Town of Colchester enter into a five year contract for Emergency Service Dispatching with Quinebaug Valley Emergency Communications, Inc. and authorize the First Selectman to sign all necessary documents, contingent on legal review, seconded by R Coyle. Unanimously approved. MOTION CARRIED.

14. Discussion and Possible Action on Engineering Services for Well 3A

S Soby moved that the Colchester Sewer and Water Commission having recommended to the Board of Selectmen to award the bid for Engineering Services for Permitting and Design of Well 3A as described in RFP 2015-2016 to Weston and Sampson Engineers, for the base bid price of \$35,800 with design work to follow at the hourly rates within the RFP response documents; The Board of Selectmen hereby award the RFP 2015-16 to Weston and Sampson Engineers and authorize the First Selectman to enter into a contract, and sign all necessary documents, in accordance with the RFP 2015-16 with Weston and Sampson Engineers, for the base bid price of \$35,800 with design work to follow at the hourly rates included within the RFP response, seconded by D Mizla. Unanimously approved. MOTION CARRIED.

15. Discussion and Possible Action on WPCA Action to add #309 Old Hebron Rd to Sewer Service Area

J Paggioli explained this is a step when adding property outside of sewer area boundary. S Soby said this is also consistent with plans in terms of water and sewer district and POCD.

S Soby moved to include #309 Old Hebron Road into the Sewer Service Area of the Town of Colchester, consistent with the plans and documents of the approved subdivision, provided that the Sewer Pump Station be operated in Accordance with Connecticut General Statute Chapter 103 Sec. 7-246f, seconded by D Mizla. Unanimously approved. MOTION CARRIED.

16. Discussion on Senior Center Building

R Coyle reported that the group looked at the financial plan that was followed for the school plan, went into Executive Session, and set future meeting dates. Next meeting will invite students in to discuss the CCSU project. They already completed survey and topography.

17. Discussion and Possible Action on Tecton Agreement

A Shilosky said the contract was reviewed by CIRMA and town counsel. Received final draft at 3pm today. S Soby said he is not comfortable approving without reviewing document and would rather wait until the full board reviews the document and have a special meeting to approve.

Mark up and summary from counsel to be sent to all Board members.

TABLED

18. Citizen's Comments - none

19. First Selectman's Report

Alpha Q Industrial Park to add 50,000 sq ft to building; Jack Chevy sold, next week fencing will go up. Plans for a drugstore and restaurant pad; Merchant Row filling up; Lebanon Ave prep for multi-mix development; Horn property was sold recently; A Board member received mail. A Shilosky said he was disappointed in the material in the letter and advises members to throw it in the trash if received again. Stated there is no room for that in the Town of Colchester.

20. Liaison Reports

J Jones reported on Historical Commission – concerned about Jacks Chevy property and the school house museum.

Carefree has donated a new shed for the school house.

Conservation Commission – J Gigliotti spoke with the 3rd grade class at JJIS regarding the wetlands.

R Coyle reported on Commission on Aging – Group will elect a chair and vice chair at the next meeting. Redoing the Resource Guide. Intern starting on the 4th of January to complete hours for degree in Human Services. Partnering with schools on intergeneration project. Working with JJIS on Holiday Boxes for seniors. (statistics attached).

Senior Center subcommittee – working on site visits. Developing checklist and criteria feedback.

Open Space – N Norton elected as chair. Looking at categories of grants that might be eligible for. Looking at land currently open space and where might want to have acquisition. Due to replenishment of funds from projects the Fee in Lieu account has increased.

Tri-board off season informational budget – reviewed two letters that went into the newspaper. This week will be about Self-insurance.

S Soby reported on Sewer & Water – issues acted on Chatham Health. T King resigned Tuesday effective 12/18/15. D Mitchell is acting and was reviewed by Public Health and is clear. Waiver for requirement regarding entire time because Don teaches class. Looking at budget some questions if will remain in district. Some service issues, some positions vacant. Communications between member's towns and with CEO's involved. Information to be brought forward to have discussion to resolve issues. Don has been open and receptive. Town will host 4/26 and 5/21 meeting in Colchester.

Meetings will be rotated in towns in the district. Discussion was had on joining another district or hiring in house. S Soby indicated that he's had experience in State of CT regionalization and finds them to be unorganized. There was a committee that worked months to make a recommendation to the Board to join Chatham. If changing any agreement it needs to be done by 12/31. Suggested A Shilosky contact D Mitchell to discuss.

A Shilosky reported on Building Committee – interviews were conducted and tonight they will pick a CM.
Police Commission – Looking into body camera grants. Issues with laptops is being resolved. Tentative agreement for the dog and handler. Police commission still talking about 24/7 coverage.

21. Executive Session to Discuss the Norton Mill Project

R Coyle moved to enter into executive session to discuss the Norton Mill Project, inviting Public Works Director James Paggioli and legal counsel Atty. John Wertam, seconded by D Mizla. Unanimously approved. MOTION CARRIED.

Entered into executive session at 8:58 p.m.

Exited from executive session at 9:49 p.m.

22. Executive Session to Discuss a Personal Matter & a Health Matter

R Coyle moved to enter into executive session to discuss a personal matter and a health matter, seconded by J Jones. Unanimously approved. MOTION CARRIED.

Entered into executive session at 9:49 p.m.

Exited from executive session at 9:55 p.m.

19. Adjourn

R Coyle moved to adjourn at 9:55 p.m., seconded by D Mizla. Unanimously approved. MOTION CARRIED.

Respectfully submitted,

Tricia Dean, Clerk

COA Meeting-December 14, 2015

Holiday Fair & Open House: wonderful success with tremendous volunteer support. Yielded over \$2,800 in fundraising dollars

Mental Health First Aid Training attended by entire CSC staff. Excellent and helpful information.

Served 27 clients through Medicare Open Enrollment Events

CSC Dining Room is being painted today

New CSC Intern beginning January 4: Rachel Girouard, senior at Goodwin College - *Working (20 hrs wk - 2 months) toward degree in Human Services*

~~**New CSC Intern beginning January 4:** Rachel Girouard, senior at Goodwin College~~

Tim Grills from TVCCA is leaving - *Director of Meals Program at TVCCA*

Holiday Schedule: CSC closing at 12 noon on 12/24 & 12/31, closed on 12/25 & 1/1

Programs: Busy season!

Partnering with schools to do Intergenerational activities

12/14-Gingerbread House activity with BA students

12/15-Bingo Holiday Luncheon

12/16-Bright Nights at Forest Park

12/21-Homespun Holidays Luncheon

12/23-Receive Holiday Boxes from JJIS

12/31-New Year's Brunch 'n Bash

Each classroom (25) sponsors one needy senior, gets a wish list, and fills the box.

Upcoming Trips:

- Love Letters at the Bushnell 2/14
- Maple Sugar Madness 3/22 -
- One Slight Hitch at Newport Playhouse 4/11
- Will & Anthony from Broadway to Italy at the Aquaturf 5/24
- Ogunquit, ME overnight trip 6/1-3
- No-Fly Cruise to Bermuda 5/29-6/5
- Treasures of Northern California 9/5-13
- Tropical Costa Rica 11/5-11/13

Attendance & Meals Served:

- Monthly Transports in November: 817
- Monthly Attendance in November: 1382 in 18 days
- Meals served in November: Bistro & Special Meals: 109 Community Café: 115 MOW: 438
- Active membership- 880

1. Chapter 67 – Food Service Establishments 67-4 Inspections - Do we want to reference Chatham Health or Health District vs. elimination?
2. Chapter 90 – Officers and Employees – Need more information to understand this section.
3. Chapter 120 – Solid Waste Article I – What happens now?
4. Chapter 120 – Solid Waste Article II Recycling – Should we reference current practice?
5. Chapter 120 – Solid Waste Article II Recycling Penalties – What's the current practice? Should that language be there?
6. Chapter 136 – Town Center Strategic Plan (all sections) – What is this? Do we have a copy?
7. Chapter 77 – Housing Partnership – What is this? Need more information. BOS discussed and/or voted on this issue in some manner during my tenure on BOS. We need to know what this was exactly. Also wasn't a study done by Adam recently on housing needs and affordable housing, all part of this section.

ORDINANCE RE: TAX EXEMPTION FOR REAL & PERSONAL PROPERTY LEASED TO THE TOWN OF COLCHESTER

WHEREAS, the Town of Colchester (hereinafter “Town”) is a duly organized municipality under the laws of the State of Connecticut; and

WHEREAS, the Town is a non-profit organization for purposes of taxation under Chapter 203 of the Connecticut General Statutes; and

WHEREAS, the Town is exempt from taxation for federal income tax purposes; and

WHEREAS, General Statute §12-81(58) authorizes the Town, by ordinance, to exempt from taxation, any real or personal property leased to a non-profit organization that is exempt from taxation for federal income tax purposes; and

WHEREAS, the Town wishes to streamline their accounting procedures for its leased real and personal property by exempting taxes on said leased property because the owner of the leased property passes the taxes through to the town by adding them into the rental agreement ultimately causing the town to pay taxes to the town.

NOW THEREFORE, BE IT HEREBY ORDAINED BY THE LEGAL VOTERS OF THE TOWN OF COLCHESTER IN LAWFUL TOWN MEETING DULY ASSEMBLED THAT:

Section 1. The ordinances of the Town of Colchester be amended by adding a section to read as follows:

Pursuant to the authority of General Statute §12-81(58), any real or personal property leased to the Town of Colchester or the Colchester Board of Education shall be exempt from taxation, provided such personal property is used exclusively and entirely for the purposes of the Town, and is not otherwise exempt under General Statute §12-81.

Section 2. This exemption is only for property leased to the Town of Colchester and the Colchester Board of Education and is not applicable to property leased to any other charitable, religious or nonprofit organization.

Section 3. That all ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

Section 4. If any provision of this ordinance or the application thereof is held to be invalid such invalidity shall not affect other provisions or applications of any other part of this ordinance which can be given effect without the invalid provisions of applications; and to this end the provisions of this ordinance and the various applications thereof are declared to be severable.

This Ordinance shall become effective following approval by Town Meeting and fifteen (15) days after publication in a newspaper having a substantial circulation within the Town of Colchester.

Adopted:

Effective: