



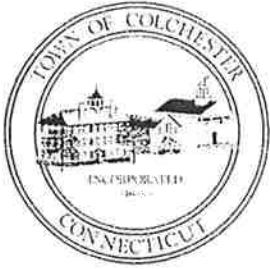
Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Selectmen Agenda
Regular Meeting @ 7pm
Thursday, June 15, 2017
Colchester Town Hall
Meeting Room 1**

RECEIVED
COLCHESTER, CT
2017 JUN -9 AM 10:50
Boyle Furman
BOYLE FURMAN
TOWN CLERK

1. Call to Order
2. Additions to the Agenda
3. Citizen's Comments
4. Consent Agenda
 1. Approve Minutes of the June 1, 2017 Regular Board of Selectmen Meeting
 2. Tax Refunds and Rebates
5. Budget Transfers
6. Boards and Commissions – Interviews and/or Possible Appointments
 - a. Blight Ordinance Citation Hearing Officer – Donald Philips possible appointment for a three year term to expire 6/15/2020
 - b. Youth Services Advisory Board – Pamela Scheibelein possible appointment for a three year term to expire on 12/1/2019
 - c. Police Commission
 1. John Carroll to be interviewed
 2. Christopher Cameron possible appointment for a three year term to expire 11/1/2019
 - d. Parks and Recreation Commission – Matt Pulse to be interviewed
7. Discussion and Possible Action on EDC Map at the Airline Trails
8. Presentation and Discussion on Charter Revision Final Draft Document
9. Discussion and Possible Action on 12 Balaban Road WPCA Customer
10. Discussion and Possible Action on Bacon Academy Board of Trustees Lease Agreement
11. Citizen's Comments
12. First Selectman's Report
13. Liaison Reports
14. Adjourn



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Board of Selectmen Minutes
Regular Meeting Minutes
Thursday, June 1, 2017
Colchester Town Hall @ 7pm

RECEIVED
COLCHESTER, CT
2017 JUN -6 AM 10:19
Gayle Furman
TOWN CLERK

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

MEMBERS ABSENT: none

OTHERS PRESENT: PW Director J Paggioli, two students and Clerk T Dean

1. Call to Order

A Shilosky called the meeting to order at 7:03 p.m.

- 2. Additions to the Agenda** – A Shilosky asked to add to Consent agenda #5 Approve CCAT Consulting and Support Agreement increase amount to a total of \$8,000, and add #8 Discussion and Possible Action on Changes to Park & Recreation Ordinance, renumber remaining items accordingly.

S Soby moved to add items to the agenda as presented, seconded by R Coyle. Unanimously approved.
MOTION CARRIED

- 3. Citizen's Comments** – none

4. Consent Agenda

1. Approve Minutes of the May 18, 2017 Regular Board of Selectmen Meeting
2. Approve Minutes of the May 25, 2017 Special Board of Selectmen Meeting
3. CHVFD Tax Exemption Eligibility Committee – Richard Peruta resignation
4. Sewer & Water Commission – Ron Silberman reappointment for a three year term to expire on 6/30/2020
5. Approve CCAT Consulting and Support Agreement increase amount to a total of \$8,000

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

- 5. Budget Transfer** – none

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

- a. Police Commission
 1. Christopher Cameron to be interviewed – was interviewed
 2. John Carroll to be interviewed – not present
- b. Youth Services Advisory Board – Pamela Scheibelein to be interviewed – was interviewed
- c. Planning and Zoning Commission
 1. Meaghan Kehogreen possible appointment for a three year term to expire 12/1/2019
S Soby moved to appoint Meaghan Kehogreen to the Planning and Zoning Commission for a three year term to expire 12/1/2019, seconded by R Coyle. Unanimously approved. MOTION CARRIED
 2. Butch Przekopski to be interviewed – not present
- d. Parks and Recreation Commission – Matt Pulse to be interviewed – not present
- e. Blight Ordinance Citation Hearing Officer – Donald Philips to be interviewed – was interviewed
- f. Snow Citation Hearing Officer – Sheila Tortorigi possible appointment for a three year term to expire 6/1/2020
R Coyle moved to appoint Sheila Tortorigi as the Snow Citation Hearing Officer for a three year term to expire 6/1/2020, seconded by J Jones. 3 - 2 Opposed (S Soby, D Mizla – both had concerns based on the application and interview). MOTION CARRIED.

7. Discussion and Possible Action on Electrical Supplier Contract

J Paggioli explained the current supplier contract and the process on securing a contract with the lowest price available.

S Soby moved that the Town of Colchester enter into a contract with TransCanada Power Marketing, Ltd. to be the

Electrical supplier for the Town of Colchester and Colchester School District facilities for a 4 year term beginning in January of 2018 and continuing until January of 2022, incorporating the daily Confidential Price Proposal into the contract with the associated Conditions and that the First Selectman be authorized to sign any necessary documents as applicable, seconded by R Coyle. Unanimously approved. MOTION CARRIED

8. Discussion and Possible Action on Changes to Park & Recreation Ordinance

R Coyle moved to accept the revised Park & Recreation Ordinance, seconded by J Jones. Unanimously approved. MOTION CARRIED. (ordinance attached)

9. Citizen's Comments – none

10. First Selectman's Report - none

11. Liaison Reports

R Coyle reported on the Senior Center Strategic Plan Committee – the group is down to the final goals and objectives to review in the action plan. Worked on action plans for each section.

Chatham Health – Began bathing water sampling, higher percentage of ticks this year, around 40%. Working on education piece for ticks. Unclaimed bodies now are town's responsibility. Administration assistant, sanitarian and bookkeeper positions are needed. S Soby spoke regarding discussion on Everbridge Notification process. Higher level presentation and discussion is needed. Asked them to come back with more detail for the Board. Health Dept Director Contract up for renewal, will have round of committee meetings for this.

12. Adjourn

J Jones moved to adjourn at 7:46 p.m., seconded by R Coyle. Unanimously approved. MOTION CARRIED.

Attachment: Park & Recreation Ordinance

Respectfully submitted,



Tricia Dean, Clerk

FY 14/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Fire/Planning & Code Administration

Reason for Request: Reassignment of Fire Marshal from Planning & Code Administration to Fire Department effective 12/1/2016

Reason for Available Funds: Reassignment of Fire Marshal from Planning & Code Administration to Fire Department effective 12/1/2016

From:	Account Number	Account Name	Amount
	11411-40101	Planning & Code Admin - Regular Salary	23,525
	11411-41230	Planning & Code Adm-FICA/Retirement	1,800
	11411-41210	Planning & Code Adm - Employee Ins	198
To:	12202-40101	Fire - Regular Salary	23,525
	12202-41230	Fire - FICA & Retirement	1,800
	12202-41210	Fire - Employee Related Insurance	198

May 12, 2017
Date Requested

Walter Cox/Randy Benson
Department Director or Supervisor - Signature

Print Name Walter Cox/Randy Benson

6/7/17
Date Reviewed

[Signature]
Chief Financial Officer

6/7/17
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 16/17

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request: Increase in fringe benefit rate applied in calculation of actual FY 2016-2017 cost for Resident Trooper, as compared to cost estimate provided by State Department of Emergency Services and Public Protection per letter dated February 11, 2016.

Reason for Available Funds: Contingency funds included in adopted budget.

From:	Account Number	Account Name	Amount
	11110-50900	Contingency	8,182

To:	Account Number	Account Name	Amount
	12101-44200	Police - Resident Trooper	8,182

Date Requested Department Director or Supervisor - Signature

Print Name

Date Reviewed  Chief Financial Officer

Date Approved  First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

no show 6/1

DATE: 05/05/2017

BOARDS & COMMISSIONS APPLICATION

Name: John Carroll

Address: 54 Cousins rd Colchester, CT. 06415

Home Phone: 860-910-8122 Email jcarroll@ner.cap.gov FAX: _____

Cell Phone: 860-910-8122 Town Residency 14 Years

Party Affiliation: Democrat Republican Unaffiliated (check one)

Commission or Board you are interested in serving on: Police Commission,

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

High School: Wilbur Cross New Haven 1 year Graduate 1989
Eli Whitney Hamden 3 years 1985-1988

College: Tripp Bible Institute Bachelor of Ministry 2016
Tripp Bible Institute Master of Chaplaincy

Trade, Business Or Correspondence School Judicial Marshal Academy Class 305 Graduated 2005
New Haven Fire School Fire Fighter 1 1991

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

Stop and Shop Colchester Prep/Deli 03/2014-Present

State of Connecticut New Haven Judicial Marshal 06/2005-08/2011 Retired

State of Connecticut, Morris CT Marine Patrol Officer 02/1993-04/2005

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

Why are you interested in serving? I have years of experience in Public Safety field, I want to give back to the community from my life experiences.

Do you have any experience or familiarity with this area? I have over 20 years of experience in Law Enforcement I've been an ordained Minister for 8 years. The last 10 years I've been a Ground Team Leader, Emergency Services Training Officer and Chaplin for the Air Force Axillary.

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

Which ones? Park & Recreation Commission, Ethics Commission

Date: 05/05/2017

Signature: _____

Police Commission-5 Members, 3 year terms

<i>Position</i>	<i>Name</i>	<i>Party</i>	<i>Phone</i>	<i>E-mail</i>	<i>Expiration Date</i>
Chair	Robert Parlee	U	860-537-6019	robertparlee@hotmail.com	11/1/2018
Member	Susan Dubb	U	860-884-6055	sdsd39@aol.com	11/1/2018
Member	Carol Vaillancourt	U	860-603-2053	carolv0113@icloud.com	11/30/2017
Member	Debra Marvin	U	860-537-5240	debimarvin@msn.com	11/15/2020
VACANT					11/1/ 2016 2019



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: 3/21/2017

*2nd:
not
present/
no show
5/18/2017
6/1/2017*

BOARDS & COMMISSIONS APPLICATION

Name: Matt Pulse

Address: 55 Homonick Colchester, CT. 06415

Home Phone: 860-537-0173 Email mattpulse@gmail.com FAX: _____

Cell Phone: 860-508-5445 Town Residency 15 Years

Party Affiliation: Democrat Republican Unaffiliated (check one)

Commission or Board you are interested in serving on: Parks and Rec

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

High School: Bexley High School

College: Ohio State University . Graduated with degree in economics

Trade, Business
Or Correspondence
School _____

Work Experience: List length of employment, name and address of employer, position & reason for leaving:
18 years at United Healthcare. Currently consulting.

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

Why are you interested in serving? I grew up in a suburban town in Central Ohio. The parks and recs department was a fabric of that community. My childhood benefited greatly from programs offered through Parks and Rec. I would like to contribute to this commission in the hope that Colchester citizens will have a similar positive experience via P&R that I did growing up.

Do you have any experience or familiarity with this area? I have been coaching baseball for 6 years and have served on the CBSL board for the last 3 years. I have coached basketball for the last 5 years and on that board for the last 3 years. I am currently the president of CYB.

If you are not appointed to this board or commission, would you be interested in other forms of public service?
Which ones? No.

Date: 3/21/17

Signature: _____

Parks and Recreation Commission-8 Members, 2 Alternates, Members=4 years, Alternates=3 years

<i>Position</i>	<i>Name</i>	<i>Party</i>	<i>Phone</i>	<i>E-mail</i>	<i>Expiration Date</i>
Chair	Eric Kundahl	R	860-267-0101	ekundahl@gmail.com	12/31/2018
Vice Chair	Tracy Loskant	U	860-267-5965	latrix@live.com	11/30/2019
Member	VACANT				11/1/2016
Member	Frank Ricci	U	860-537-2229	frankricci@gmail.com	11/1/2017
Member	Norm Kaplan	D	860-537-1457	nkaplan@snet.net	11/1/2017
Member	David O'Brien	R	860-537-1442	obrien_d_a@yahoo.com	11/30/2019
Member	Lynne Stephenson	D	860-537-0081	lweir@U3W.net	11/1/2019
Member	Kristen Moody	U	860-537-1400	moodyjones@comcast.net	11/30/2018
Alternate	VACANT				1/1/2016
Alternate	VACANT				11/30/2016

Parks and Recreation Commission

MEMORANDUM

TO: Art Shilosky, First Selectman
FROM: Jean Walsh, Chair of Economic Development Commission
RE: Posting of an Informational Map at the Airline Trails
CC: Board of Selectmen

The Economic Development Commission would like the permission of the Board of Selectmen to post an informational "MAP OF PLACES TO EAT" on the information boards located at the opening of each spur of the Airline Trail: Lebanon Ave, Rt 149, River Rd, Bull Hill Rd. This would be done at no cost to the Town.

It would contain a YOU ARE HERE notation, with a map of town roads, and the eateries in town, as of 5/1/17, stated and numbered for identification / location.

The idea is similar to a map currently in place at the Rt 85 Hebron spur. In speaking with the Hebron EDC Chair they are using the map to promote business in town, and capitalize on the popularity of the trail. It is mentioned in their strategic plan.

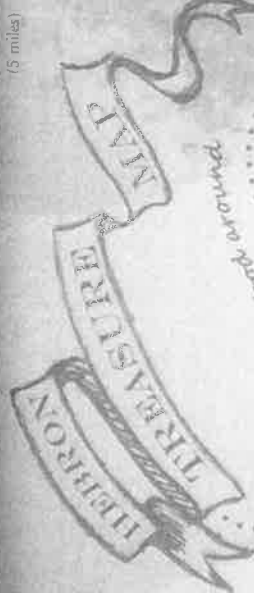
The Colchester EDC does not have a strategic plan, but it does have a mission and that is to stimulate economic growth in our town, as well as stimulate, retain, and assist existing businesses.

I have researched the Colchester Town Policies, as well as the Charter, and did not find any policy, ordinance, or statute that would prohibit such a map being posted.

The CBA can not provide this type of map as it would only contain the eateries that are members of the CBA.

As such the EDC is recommending the approval of this request.

We look forward to your support to help stimulate our community.



for the best food around

1. ANGIE'S PIZZA RESTAURANT
127 Main St, Hebron
(860) 228-1018

2. BRAIN FREEZERS FROZEN YOGURT CAFE
65 Main St, Hebron
(860) 530-1671

3. BLACKLEDGE COUNTRY CLUB
(look for the signs)
180 West St, Hebron
(860) 228-0250

4. BUTTERBALLS GREENLEAF CAFE
47 Main St, Hebron
(860) 228-8148

5. CHINA PANDA
57 Main St, Hebron
(860) 228-4578

6. DUNKIN DONUTS
109 Main St, Hebron
(860) 228-8293

7. PENNAGAINS IRISH PUB & RESTAURANT
54 Main St, Hebron
(860) 530-1213

8. GEORGLA'S
291 Church St, Ansonia
(860) 228-3164

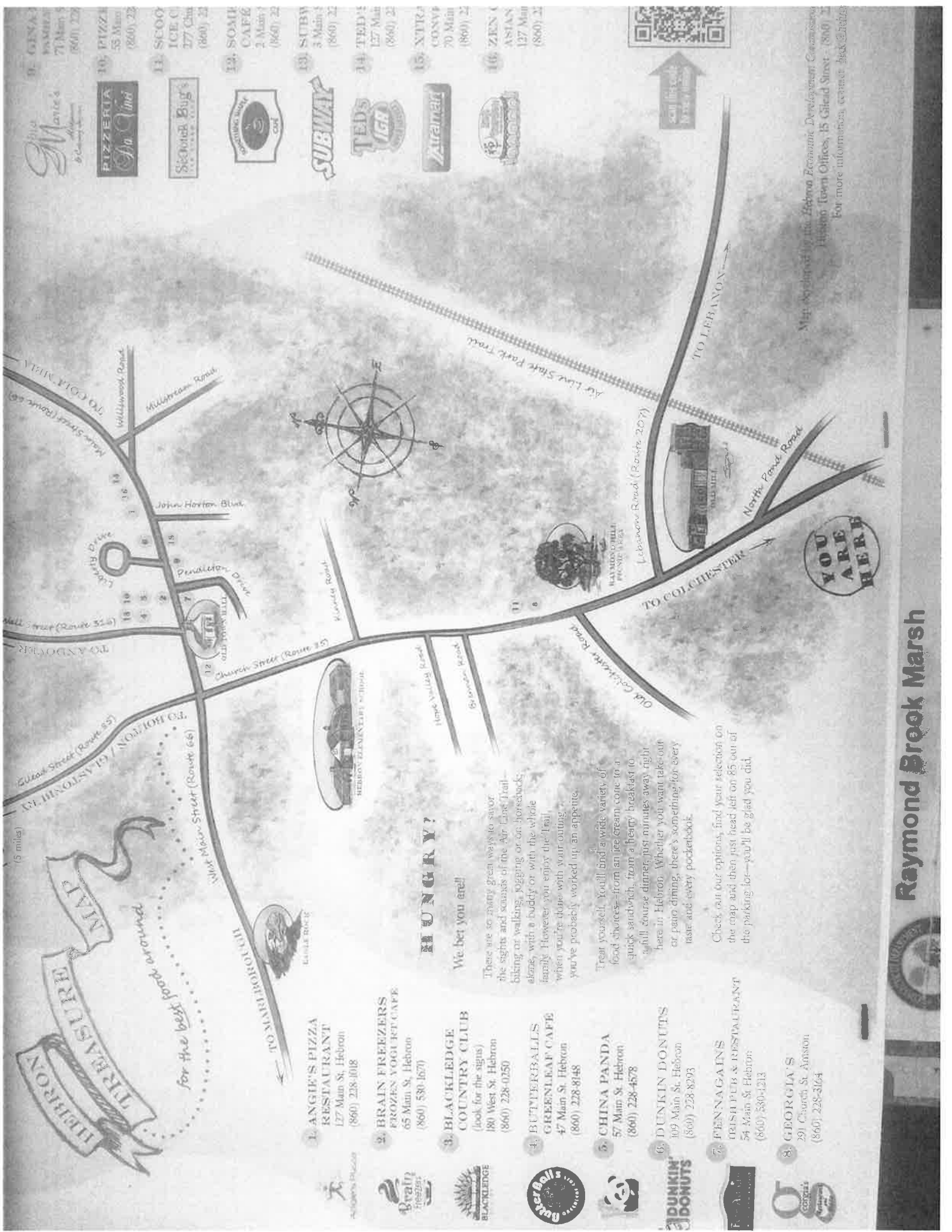
HUNGRY?

We bet you are!

There are so many great ways to savor the sights and scenery of the Air Line Trail—biking or walking, jogging or on horseback alone, with a buddy or with the whole family. However, you enjoy the Trail, when you're done with your outing, you've probably worked up an appetite.

Treat yourself. You'll find a wide variety of food choices—from an ice cream cone to a quick sandwich, from a hearty breakfast to a full course dinner, just minutes away right here in Hebron. Whether you want take-out or patio dining, there's something for every taste and every pocketbook.

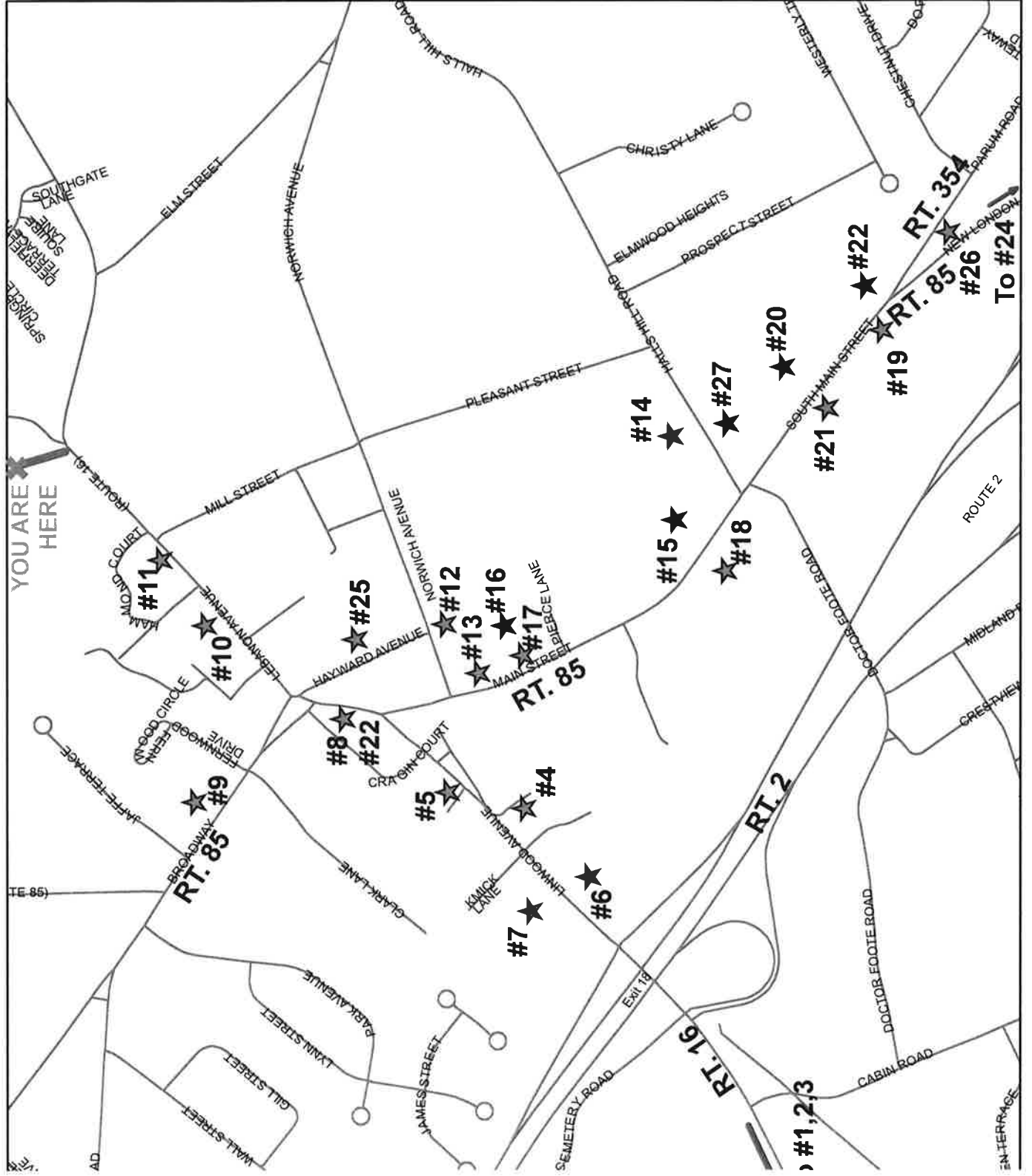
Check out our options, find your selection on the map and then just head left on 85 out of the parking lot—you'll be glad you did.



Map developed by the Hebron Economic Development Commission
Hebron Town Offices, 15 Gilead Street - (860) 228-3164
For more information, contact: beck@hebronvt.com

Raymond Brook Marsh

You Are Here at the End of The Trail..... Now it is Time to Get Something Good To Eat!



Nearby

Colchester Eateries

- #27 Angelo's Bakery
- #5 Café Mangia
- #10 Colchester Pizza
- #12 Cone Heads
- #2 Diane's Restaurant
- #19 Dunkin Donuts
- #7 Dunkin Donuts
- #18 Family Pizza
- #8 Gung Ho
- #9 Harry's Place
- #26 Herman's Diner
- #6 Ichiban
- #16 Illiano's
- #22 Inishmor
- #13 Lucky Dragon
- #1 Maria's Restaruant
- #20 McDonalds
- #25 NuNu's
- #3 Papa Z's
- #15 Plum Tomatoes
- #11 Red Rose
- #24 Scotties
- #4 Starbucks
- #14 Subway
- #17 Sweet Frog
- #22 Tim's Bistro
- #23 Toyo
- #21 Wendy's


Courtesy of the Colchester 1
date: 05-01-

TO: Board of Selectmen
From: Gregg LePage, Chairman, Charter Revision Commission
Date: June 6, 2017
RE: Charter Revision Final Draft Document

Charter Revision will be finishing up our final draft document at the Charter Revision meeting on June 14, 2017. We would like to present the document to the BOS at their June 15, 2017 meeting and give them a brief overview of the statutory requirements moving forward in order to get this on the ballot in November.

The document would be available to go out to the BOS members the morning of the 15th. The BOS has 45 days to act on the draft document so we do not need to go through it in detail with them at that meeting.

Town of Colchester Interoffice Memorandum

To: Art Shilosky, First Selectman
From: James Paggioli, L.S., Director of Public Works 
CC:
Date: 6-9-2017
Re: Recommendation for 12 Balaban Road to make a connection to Colchester Sanitary Sewer System.

On March 9, 2017 at the Sewer and Water Commission meeting, representatives of 12 Balaban Road presented to the Commission the existing condition concerning the community septic system conditions at 12 Balaban Road (GAIA Gardens Apartments). The property's septic systems are regulated by State of Connecticut DEEP. DEEP is presently involved with the property in regard to addressing the condition of the systems and the repair of the leaching fields. There have been three of the leaching fields that have had septic break outs that have been documented. The area is generally a high ground water area and is underlain by hardpan or Glacial Till. If the property was developed today, the site would be unlikely to be approved as a DEEP Community System with the present density that exists on the premise.

The DEEP has determined that the owners of the property are to prepare a long term solution to the septic system. There are two possible solutions, 1) The septic systems are to be reconstructed with sufficient fill replacement and design to meet DEEP requirements, or 2) Connection of the premises' septic/sewer flows to the Town of Colchester Public Sewer Collection System. The premises flows can be directed to the easterly portion of the site, and flow by gravity sewer northerly along Bulkeley Hill Road to Route 16 and then easterly to the low point of the road just east of the Cabin Brook ConnDOT bridge, where the Town's interceptor sewer crosses Route 16.

Attached for informational purposes are the minutes of the Sewer and Water Commission meetings of March and May of 2017 where the issue was discussed. Generally the Commission recommended to the Board of Selectmen to allow the possibility of connection to the Town's Sanitary Sewer System, in accordance with the Connection Policy of the Town. This policy makes the "developer" responsible for all costs involved with the installation of the collection system (pipes and manholes, etc.) in order to serve the premise. Connection fees are then paid in addition to this for core system cost. It allows the possibility of connection, but not an order to connect. Presently the premises are not under a consent order from the DEEP.

The premises is located within the far westerly portion of the Town's Aquifer Protection Zone for the well fields of the Colchester Sewer and Water Commission's Taintor Hill well field, and is also within the well aquifer of the GAIA Gardens small community water system that serves the 12 Balaban Road premises only. To date there has been no recorded pollution beyond the premises boundaries and monthly testing of well source water has not indicated contamination of the wells.

As the WPCA of the Town, the Board of Selectman would be the authority of the Town in order to determine if a property is to be served by public sanitary sewer system. The Commission recommended that the premises at 12 Balaban Road be allowed to connect to the system.

Proposed Motion: That the Board of Selectman acting as the W.P.C.A. of the Town of Colchester, accept the property at 12 Balaban Road as a customer and connection to the Town of Colchester Sanitary Sewer Collection System subject to the existing Connection an Fee Policy or other mutually agreed to consideration.



Colchester Sewer and Water Commission

Minutes of the March 9, 2017 Regular Monthly Meeting

Municipal Office Complex

Colchester, Connecticut

Members Present: S. Coyle, R. Silberman, R. Peter, M. Hayes, M. Egan

Members Absent: T. Hochdorfer

Others Present: J. Paggioli (Public Works), Stan Soby (BOS Liaison),

1. **Call to Order-** Chairman Coyle called the meeting to order at 7:08 p.m.
2. **Approval of the Sewer and Water Commission January 12, 2017 Special Monthly Meeting Minutes** – Motion to approve the minutes of the January 12, 2017 Regular Monthly Meeting Minutes as submitted, by R. Peter, second by M. Egan; Motion approved 5-0 (none abstained).
3. **Citizen's Comments** - None.
4. Motion was made to reorder the agenda to and Move Item 8B of the agenda to follow Item 3 to accommodate the presenters and renumber accordingly. Motion made by R. Peter and Seconded by R. Silberman. Motion passed 5-0.

Proposed Sanitary Sewer Connection Request- GAIA Gardens 12 Balaban Road. See Attached Correspondence. Attorney Melanie Howlett and Lenard Engineering presented to the Commission a general site plan of the GAIA Gardens apartment complex located at 12 Balaban Road depicting the configuration of the site and well field and septic system features with known septic system issues highlighted. Additionally, they presented a preliminary map of a proposed Sanitary Sewer Alignment that would connect the property to the Town of Colchester's Sanitary sewer collection system located approximately 3000 feet easterly of the site. Attorney Howlett explained that the Property is



the same location that was once considered for interconnection to the Town Water system. That issue was successfully resolved with the GAIA water system being maintained as an independent water system. The property is under the jurisdiction of the DEEP for on-site sewage disposal (community septic system) and is required to have a permit to discharge granted by the DEEP, once sufficient mapping, design, and engineering is conducted and submitted. The area is subject to shallow hardpan and elevated seasonal ground water table. However, the property owner has two potential choices in regard to obtaining a Discharge Permit from the DEEP. One is to submit a repair plan that would be conducted over a ten year time frame and would extend/replace the existing septic systems, final design details of which is undetermined of at the present time. The other is to connect to the Town's Sanitary Sewer collection system. The site is likely to require a on-site pump station (that would be maintained by the property owner) in order to bring the westerly two-thirds of the premise to the crest of the hill located on the easterly third of the premise. From this point, a gravity sewer main could be installed to Bulkeley Hill Road, then along Bulkeley Hill Road to Route 16, thence easterly to the Town interceptor sewer that crosses Route 16 east of Cabin/Meadow Brook. The crossing beneath of the brook/ or attachment to the bridge over Cabin/Meadow Brook would have to be designed and then approved by ConnDOT. Attorney Howlett noted concern that the septic systems of the Apartment complex are located within the Public water supply watershed for both the Town and GAIA Gardens Public Water Systems. Discussion ensued thereafter. General Consensus was reached in regard to the following: There is adequate capacity in the Colchester collection system and Joint Facilities treatment plant for the flows, (92 units). In regard to capacity and engineering, the issue is addressable. There are no other areas within the sewer shed that are exhibiting failed septic systems and are presently all single family residences or farmland. The area in general are listed a sewer avoidance areas within the State and Town Plans of Conservation and Development. The representatives have been conveyed that there is an established Connection Policy and Fee structure. Dependent upon final design that would be submitted and reviewed, revised and approved by the Town and ConnDOT in regards to if an additional pumping station or siphon at the Cabin Brook / Bridge crossing was required, the Commission conceptually agreed to recommend to the Board of Selectmen (which is the WPCA for the Town of Colchester) that the premises at 12 Balaban Road be allowed to connect to the Colchester Sanitary Sewer collection system.

A motion was made by R. Silberman and Seconded by R. Peter: To recommend to the Board of Selectman acting as the W.P.C.A. of the Town of Colchester, to accept the property at 12 Balaban Road as a customer and connection to the Town of Colchester Sanitary Sewer Collection System subject to the existing Connection an Fee Policy or other mutually agreed to consideration. Motion passed 5-0.

The second request that the Attorney Howlett brought forward is their research with DEEP to obtain any grant funding that they could apply for. Attorney Howlett have been pointed to a grant/loan program by the DEEP regarding funding within the Clean water Act. that would be a 25% grant – 75% loan that the Town would have to be obligated for. Discussion ensued regarding the particular details and the lack of final or definitive documents detailing the grants loan conditions. The Commission noted that without full information, no decision could be made regarding the second request. No action was taken upon the second request by the Commission.

5. Subcommittee Reports

A. Finance – Transfers, Monthly financial reports, Quarterly billing, Disputes, other

Transfers – Motion was made by R.Peter and seconded by M. Hayes to approve the following transfer in regard to union settled change in job description of Administrative Assistant to Assistant to the Director position. Motion passed 5-0.
See Attached Memo:

Water Portion 4003210

From Contingency 50900 - \$1,880 To: Regular Payroll 40101 - \$1,630
FICA & Retirement 41230 - \$250

Sewer Portion 2403207

From: Other Purchases 42340 - \$1,880 To: Regular Payroll 40101 - \$1,630
FICA & Retirement 41230 - \$250

Monthly Financials – Discussion.

Quarterly Billing –As of 2/28/17 we have billed out 77.7% of the projected budget FY 16-17 and collected 73.42% of the projected budget.

Disputes: None.

6. Water Activities

A. Water Activities Report – January & February 2017.

- 1) Service Work: Mark outs , Samples –Dist. And Source, Finals. Profiles, Service Calls, Quarterly Readings, respond to customers complaint issues,
- 2) New Developments, Sewer Connection Movie Property. Northwoods 2 Units, Galaxy Plaza unit Snap Fitness.
- 3) Water Hauling – Halted with Voluntary Conservation Notice –Still in effect.
- 4) Backflow Cross Connections inspections finished throughout Town, correction verifications.
- 5) FY 2017 Vehicle ordered delivered and back being put on.
- 6) Main breaks: none.
- 7) Budget Preparation
- 8) Discovery and investigation of meter disturbance at restaurant at 199 South Main Street.

B. Water Projects Status –

- 1) Park Place – Awaiting Meter installations & Connection Fees.
- 2) Eastern WUCC draft document, ESA, Eastern WUCC Water Supply plan, representation at meeting. See item below
- 3) Decision to defer tank mixers for redevelopment of Well 3 and 5A at substantial savings over previous cost, to assist with drought supply, and as prudence should delay occur in permitting of Well 3A
- 4) Water meter /read software upgrade initial discussion.

7. Sewer Activities

A. Joint Facilities Report –Final close out cost to be completed by February Joint Facilities Meeting. Approximate Budget numbers discussed in regard to Capital Expenditures for the Treatment Plant and Annual Budget.

B. Sewer Activities Report – No unusual activity with Colchester Collection system. Wall Street question from owner regarding uninstalled extra lateral. BA research being conducted.

C. Sewer Projects Status – Discussion above.

8. Old Business

A) RFP 2015-16 Engineering Services Well 3A Project – Update:

Coordinating Test Drilling upon receipt of Certificate. Limited due to budget preparation.

B) Prospect Hill Pump Station – Replacement of check valve. See attached. It is anticipated that the work can be conducted within operational monies being split over the two fiscal years due to the lead time for the ordering and receiving of the specific check valve and the need to install it during low flow time frames.

C) WUCC Report of Activities- The Eastern WUCC has convened and specific to Colchester, Colchester has reaffirmed it's desired to maintain the Corporate Limits of the Town for its ESA (Exclusive Service Area) provider status. Next discussion of the process and Eastern WUCC areas will occur. March. 8, 2017 Meeting discussed.

8 New Business –

A) Agenda Topics – Discussion by Chairman. Topic included the desire to tour the facilities, one day each for Water facilities and one day for sewer Facilities so that newer member could be more familiar with the facilities of the Town.

B) FY -17-18 Operating Budget – Initial Discussion with numbers. Proposed 1.5 % increase on the Water User fee side. Discussion concerning Sewer side use of Fund Balance for Capital Project list at Joint Facility Treatment Plant. At present time Operating budgets still provide positive flow of Capital funds into each respective fund. Direction was given to finalize the proposed budgets for public hearing and recommendation at the April meeting.

9. **Adjourn** - Motion to adjourn, by R. Peter , second by M.Hayes ; Motion approved 5-0. Chairman Coyle adjourned the meeting at 8:47 p.m.

Respectfully submitted,
James Paggioli, L.S.



Colchester Sewer and Water Commission

Minutes of the May 11, 2017 Public Hearing for the FY 17-18 Operating Budget & Regular Monthly Meeting

**Municipal Office Complex
Colchester, Connecticut**

Members Present: S. Coyle, R. Silberman (7:09), R. Peter, T. Hochdorfer, M. Hayes, M. Egan

Members Absent:

Others Present: J. Paggioli (Public Works), Stan Soby (BOS Liaison)

1) Public Hearing concerning the FY 2017-2018 Annual Sewer and Water Operating Budgets.

- A) Chairman Coyle opened the Public Hearing at 7:00 pm and read the legal notice that was published in the River East Newspaper.
- B) The Hearing was opened for public comment. No members of the public attended the hearing. The Commission members were then asked if they had comments on the budget. There were no comments from the Commission members.
- C) The Public Hearing was closed at 7:03 pm

Regular Monthly Meeting

- 1. **Call to Order-** Chairman Coyle called the meeting to order at 7:03 p.m.
- 2. **Approval of the Sewer and Water Commission March 9, 2017 Regular Monthly Meeting Minutes** -- Motion to approve the minutes of the March 9, 2017 Regular Monthly Meeting Minutes as submitted, by R.Peter, second by M.Egan; Motion approved 5-0 (None abstained).
- 3. **Citizen's Comments** - None.

4. Subcommittee Reports

A. Finance – Transfers, Monthly financial reports, Quarterly billing, Disputes, other

Transfers – None. June meeting proposed transfers will be submitted.

Monthly Financials – Discussion.

Quarterly Billing –As of 5/1/2017 we have billed out 100.7% of the projected budget FY 16-17 and collected 90.0% of the projected budget.

Disputes: None.

5. Water Activities

A. Water Activities Report – March-April 2017.

- 1) Service Work: Mark outs **, Samples –Dist. And Source, Finals. Profiles, Service Calls, Quarterly Readings, respond to customers complaint issues,
- 2) New Developments, - 544 Norwich. Northwoods 4 Units, 4 Buildings Nature's Way
- 3) Water Hauling – Halted with Voluntary Conservation Notice –Still in effect-May reevaluate.
- 4) Backflow Cross Connections inspections-, correction verifications. Notice to billed questions
- 5) FY 2017 Vehicle in operation.
- 6) Main breaks: none.
- 7) Budget Preparation
- 8) Main Flushing Schedule
- 9) Significant Markouts – ConnDOT Rt 85 paving, Structure count for adjustments.

B. Water Projects Status –

- 1) Park Place –Meter installations & Connection Fees at each lot rented and CO Issued.
- 2) Eastern WUCC draft document, ESA, Eastern WUCC Water Supply plan, representation at meeting. See item below

6. Sewer Activities

**A. Joint Facilities Report –Final close out cost to be completed by February Joint Facilities Meeting. Approximate Budget numbers discussed in regard to Capital Expenditures for the Treatment Plant and Annual Budget. As part of the FY 16-17 Budget, the cost of Capital Items Approved within the Sewer Operating Budget at the Joint Facilities Treatment Plant (Automatic Bar Screen, and Septage Automation Station) the Colchester portion were to be funded by use of the existing Sewer Capital Fund. At this point with the projects commencing, the need to appropriate the funds (\$117,500) is required. Motion was made: That the Sewer and Water Commission recommends to the Board of Selectman acting as the Town of Colchester WPCA, to appropriate \$117,500 from the Sewer Capital Fund for improvements to the Colchester-East Hampton Waste Water Treatment Plant. Motion By : R.Silberman
Seconded by: R. Peter, Motion passed 6-0.**

B. Sewer Activities Report – within the Collection System – No issues. 3

private laterals had blockage/roots issue. Chestnut Hill Road –Norwich Ave Pump Chamber – Interior Cover needs replacement, sensor failure 5-7-17 repaired.

C. **Sewer Projects Status** – Discussion above.

7. **Old Business**

A) **RFP 2015-16 Engineering Services Well 3A Project – Update:**

Coordinating Test Drilling upon receipt of Certificate. Limited due to budget preparation.

B) **Prospect Hill Pump Station** – Replacement of check valve. See attached. It is anticipated that the work can be conducted within operational monies being split over the two fiscal years due to the lead time for the ordering and receiving of the specific check valve and the need to install it during low flow time frames. Joint Facilities has noted the shaft for the grinder continues to drop in the inlet of the station. This usually indicates that the lower bushing has worn away or the lower housing needs to be replaced. New England Pump will pull the existing unit to evaluate. Last time the unit required work/replacement was approximately 14 years ago.

C) **WUCC Report of Activities-** The Eastern WUCC has convened and specific to Colchester, Colchester has reaffirmed it's desired to maintain the Corporate Limits of the Town for its ESA (Exclusive Service Area) provider status. Motion will be required in order to reaffirm the ESA status for the Town. Final revised reaffirmation document for included motion. The Eastern WUCC Meeting discussed.

Motion was made: That the Sewer and Water Commission recommends to the Board of Selectmen, that the First Selectman be authorized to sign and submit the "Statement of Confirmation of Exclusive Service Area Boundaries Eastern Water Supply Management Area" for the municipal limits of the Town of Colchester as depicted on Map "ESA Fig. 6"; attached here with. Motion By: R. Peter, Seconded by: M. Egan Motion passed 6-0.

D) **Proposed Sanitary Sewer Connection Request- GAIA Gardens.** Reference March Meeting. Mr. Paggioli briefed the commission concerning the 3/27/2017 Mr. Paggioli, Attorney Howlett, and James Ericson of Lenard Engineering met with the DEEP in order to obtain the details of the proposed Grant/Loan that Attorney Howlett described to her understanding during the March Sewer and Water Commission. The conclusion of the meeting was the Town of Colchester was to be the party at risk with the funding and would be required/responsible to conduct/responsible all work, and would be required to bond for the entire project. Additionally the State and Town POCD has the area listed as "Sewer Avoidance Areas" and would have to have each plan amended to be eligible. As noted at the March Sewer and Water Commission meeting, there is not a consent order against the property at 12 Balaban Road. The Commission consensus was that the Clean Water Grant option was not



favorable for the Town, and no further action would be required regarding this portion of the request.

- E) **FY -17-18 Operating Budget** – The synapse of the proposed budget is as follows: Water; a 1.5% increase of water use fees. Adequate Capital Funding and contingency. Sewer; Use of Fund balance for operational expenses only included. Capital Expenses at Joint Facility to be addressed after from existing Capital Funds, no rate increase proposed.

Motion was made to recommend for adoption, to the Board of Selectmen the FY 2017-2018 Sewer and Water Operating Budget as presented at the Public Hearing dated 5-11-2017. Motion by R. Peter, second by R. Silberman, Motion passed 6-0.

8. **Adjourn** - Motion to adjourn, by R.Silberman , second by T.Hochdorfer ; Motion approved 6-0. Chairman Coyle adjourned the meeting at 7:54 p.m.

Respectfully submitted,
James Paggioli, L.S.

RENEWAL OF LEASE AGREEMENT

Reference is hereby made to that certain lease agreement between **BACON ACADEMY BOARD OF TRUSTEES** as Landlord and **THE TOWN OF COLCHESTER** as Tenant, signed as of October 26, 2007, and pertaining certain premises located on the first floor of the building at **84 MAIN STREET** in the Town of Colchester, State of Connecticut (the "Lease"). Capitalized terms used herein carry the same definitions as set forth in the Lease.

WHEREAS, the term of the Lease, as previously extended, will terminate on July 31, 2017; and

WHEREAS, Tenant and Landlord wish to extend said Lease and to extend its term through June 30, 2020, with an option to extend said Lease again through June 30, 2030;

NOW THEREFORE, Landlord and Tenant hereby agree as follows:

1. The extended term of the Lease shall commence immediately upon execution of this Agreement by all parties and shall terminate on June 30, 2020 (the "Extended Term").
2. Throughout the Extended Term, all terms, covenants and conditions as contained in the Lease shall remain in full force and effect, WITH THE EXCEPTION of the following:

a. Rent

- i. For the period from July 1, 2017 through June 30, 2018, the rental rate shall be **\$26,524.60** per annum;
- ii. For the period from July 1, 2018 through June 30, 2019, the rental rate shall be **\$27,320.34** per annum;
- iii. For the period from July 1, 2019 through June 30, 2020, the rental rate shall be **\$28,139.95** per annum;

b. Option to Extend

Landlord and Tenant hereby agree to delete Paragraph 1.2 of the Lease and to insert in its place and stead the following **NEW PARAGRAPH 1.2**

1.2 Tenant will also have an option to extend the lease for an additional **TEN (10) YEAR** period, commencing on July 1, 2020 and ending on June 30, 2030. This Extended Term will automatically go into effect unless Tenant gives Landlord written notice of its intent to end the Lease at any time prior to June 30, 2020. In the event this Lease is so extended, the rental rate shall increase by an amount equal to **THREE PERCENT (3.0%)** of the then current rental rate. By way of example, in the event this option to extend is so exercised, the rental rate for the period from July 1, 2020 through the rental rate shall be **\$28,984.15** per annum, and for the period from July 1, 2021 through June 30, 2022, the rental rate shall be **\$29,853.67** per annum. The rental rate for subsequent periods will be calculated accordingly.

c. Termination by Landlord

Landlord and Tenant hereby agree to ADD the following NEW PARAGRAPH 1.4

1.4 At any time during the Term or any Extended Term, in the event Landlord commences restoration work on the building of which the Premises is a part, the Landlord may terminate the Lease and cause the Tenant to vacate the Premises upon four month's prior notice to Tenant.

IN WITNESS WHEREOF the parties hereto set their signature below as of the date indicated.

WITNESSES

**LANDLORD
BACON ACADEMY BOARD OF TRUSTEES**

By: Joseph R. Rutka Date
Chairman, duly authorized

**TENANT
TOWN OF COLCHESTER**

By: Date
, duly authorized

RENEWAL OF LEASE AGREEMENT

Reference is hereby made to that certain lease agreement between BACON ACADEMY BOARD OF TRUSTEES as Landlord and THE TOWN OF COLCHESTER as Tenant, signed as of October 26, 2007, and pertaining certain premises located on the first floor of the building at 84 MAIN STREET in the Town of Colchester, State of Connecticut (the "Lease"). Capitalized terms used herein carry the same definitions as set forth in the Lease.

WHEREAS, the term of the Lease, as extended, terminated on July 31, 2012; and

WHEREAS, Tenant and Landlord wish to renew said Lease and to extend its term through June 30, 2015, with an option to extend said Lease through June 30, 2017;

NOW THEREFORE, Landlord and Tenant hereby agree as follows:

1. The renewed term of the Lease shall commence immediately upon execution of this Agreement by all parties, and shall terminate on June 30, 2015 (the "Renewal Term").
2. Throughout the Renewal Term, all terms, covenants and conditions as contained in the Lease shall remain in full force and effect, WITH THE EXCEPTION of the following:

a. Rent

- i. For the period from July 1, 2012 through June 30, 2013, the rental rate shall be \$21,186.27 per annum;
- ii. For the period from July 1, 2013 through June 30, 2014, the rental rate shall be \$22,245.58 per annum;
- iii. For the period from July 1, 2014 through June 30, 2015, the rental rate shall be \$23,357.86 per annum;

b. Option to Extend

Landlord and Tenant hereby agree to delete Paragraph 1.2 of the Lease and to insert in its place and stead the following NEW PARAGRAPH 1.2

1.2 Tenant will also have an option to extend the lease for any additional two (2) year period, commencing on July 1, 2015 and ending on June 30, 2017 (the "Second Extended Term"). The Second Extended Term will automatically go into effect unless Tenant gives Landlord written notice of its intent to end the Lease at the expiration of the Renewal Term at any time prior to June 30, 2015. In the event this Lease is so extended, the rental rate shall be as follows:

- i. For the period from July 1, 2015 through June 30, 2016, the rental rate shall be \$24,525.75 per annum;
- ii. For the period from July 1, 2016 through June 30, 2017, the rental rate shall be \$25,752.04 per annum.

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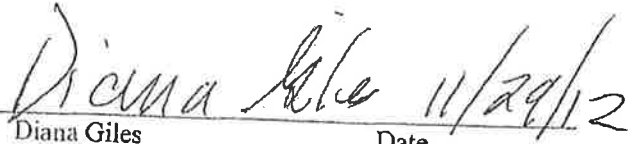
IN WITNESS WHEREOF the parties hereto set their signature below as of the date indicated.

WITNESSES

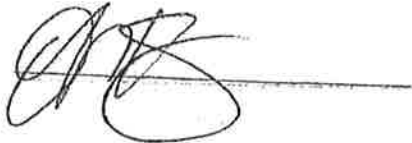


Sgt. P. Sullivan Sgt.

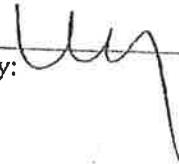
LANDLORD
BACON ACADEMY BOARD OF TRUSTEES


By: Diana Giles Date 11/29/12
Chairman, duly authorized

TENANT
TOWN OF COLCHESTER



Derrik Kennedy

By:  Date 12/22/12
, duly authorized