

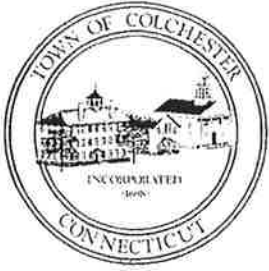
Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Selectmen Agenda
Regular Meeting
Thursday, October 18, 2018
Colchester Town Hall, 7PM**

1. Call to Order
2. Additions to the Agenda
3. Citizen's Comments
4. Consent Agenda
 - a. Approve Minutes of the October 4, 2018 Regular Board of Selectmen Meeting
 - b. Tax Abatements - none
5. Boards and Commissions – Interviews and/or Possible Appointments – none
6. Discussion and Possible Action on CT DEEP Recreational Trails Program Grant Application
7. Discussion and Possible Action on 12-Town Airline Trail Master Plan Grant Application
8. Discussion and Possible Action on Open Colchester Policy
9. Discussion and Possible Action on Proposal to Rename Pine Meadows Park Pond
10. Discussion on Possible Noise Ordinance
11. Discussion and Possible Action on Deputy Emergency Management Director
12. Discussion on Parks and Recreation Commission Ordinance Revisions
13. Discussion on Police Commission Ordinance Revisions
14. Discussion and Possible Action on Paramedic Program
15. Citizen's Comments
16. First Selectman's Report
17. Liaison Reports
18. Adjourn

RECEIVED
COLCHESTER, CT
2018 OCT 12 PM 2:54



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Selectmen Minutes
Regular Meeting Minutes
Thursday, October 4, 2018
Colchester Town Hall @ 7pm**

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

MEMBERS ABSENT: none

OTHERS PRESENT: P&R Director T Quinn, PW Director J Paggiolli, Registrar D Mrowka, Town Clerk G Furman, R Goldstein, 24 students and clerk T Dean

1. **Call to Order**
A Shilosky called the meeting to order at 7:00 pm.
2. **Additions to the Agenda - none**
A Shilosky asked to add #9 Discussion and Possible Action on Zambelli Fireworks Contract for Celebrate Colchester –
3. **Citizen's Comments – none**
4. **Consent Agenda**
 - a. Approve Minutes of the September 5, 2018 Joint Board of Selectmen and Board of Finance Meeting
 - b. Approve Minutes of the September 6, 2018 Regular Board of Selectmen Meeting
 - c. Historic District Commission
 1. Reappointment of Robert Kvederas for a five year term to expire 11/1/2023
 2. Reappointment of Linda Akerman for a five year term to expire 11/30/2023
 - d. Ethics Commission
 1. Reappointment of John Malsbenden for a three year term to expire 11/1/2021
 2. Reappointment of Teresa Pineau for a three year term to expire 11/1/2021
 - e. Reappointment of Kristen Moody to the Parks & Recreation Commission for a four year term to expire 11/30/2022
 - f. Reappointment of Patrick Reading to the Zoning Board of Appeals for a five year term to expire 12/1/2023
 - g. Reappointment of Dean Hunniford as Tree Warden to expire 11/17/2019
 - h. Reappointment of Richard Peruta as Emergency Management Director to expire 11/19/2019
 - i. Tax Abatements

S Soby moved to approve the consent agenda, seconded by J Ford. Unanimously approved. MOTION CARRIED
5. **Boards and Commissions – Interviews and/or Possible Appointments**
 - a. **Police Commission – John Carroll possible appointment to expire 11/1/2021 – S Soby moved for NO ACTION, seconded by D Mizla. Unanimously approved. MOTION CARRIED**
 - b. **Open Space – Kris Barnard possible appointment to expire 3/31/2020 – R Coyle moved to appoint Kris Barnard as a member of the Open Space Commission to expire 3/31/2020, seconded by S Soby. Unanimously approved. MOTION CARRIED**
6. **Approve Minutes of the September 10, 2018 Special Board of Selectmen Meeting**
R Coyle moved to approve the minutes of the September 10, 2018 Special Board of Selectmen meeting, seconded by S Soby. Unanimously approved, with one abstention by R Coyle. MOTION CARRIED
7. **Approve Minutes of September 13, 2018 Special Board of Selectmen Meeting**
D Mizla moved to approve the minutes of the September 13, 2018 Special Board of Selectmen meeting, seconded by J Ford. Unanimously approved, with one abstention by S Soby. MOTION CARRIED
8. **Discussion and Possible Action on Colchester Community Theatre Contract with ZFX Flying Effects Contract**
R Coyle moved to approve the Colchester Community Theatre Contract with ZFX Flying Effects contract and authorize the First Selectman to sign, seconded by D Mizla. Unanimously approved. MOTION CARRIED

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COLCHESTER, CT
2018 OCT 5 PM 2:30

9. Discussion and Possible Action on Request for Refund for a Building Permit

A Shilosky stated that the contractor pulls the permit and charges the customer (resident) the fee. The resident has since cancelled the contract with the Solar Company. According to Town Policy we do not issue refunds on building permits. S Soby stated that this is a matter between the two private parties and not the town. NO ACTION

10. Discussion and Possible Action on Colchester Farmers' Market Alcohol Sales on Town Green Request

A Shilosky stated that his office did research with other towns on the matter. R Coyle noted that only one is conducting alcohol sales at a Farmers' Market, and that is on private property. S Soby stated that there are legal implications in allowing this, as well as negates all the issues that were solved by creating the ordinance. He is not certain of benefits to the town by changing the current ordinance. Stated there are currently properties in town that sell and have events such as Priam and the Hop Culture Farm coming soon. He is not confident in the benefits to the town but sees quite a few downsides. D Mizla stated her concerns, including minors and liability to the town. J Ford stated controlling would be difficult and the benefits don't outweigh the potential problems. R Coyle agreed with all statements made by the Board. NO ACTION

11. Discussion on Celebrate Colchester 57 Fest

T Quinn reported that the event went very well. Received many generous donations. Only used \$422 out of the Recreation Program Fund from the revenue from banner rentals. Attendance was similar to previous years, and thinks we should continue this community event. D Mizla suggested should have more communication with the public that this event is funded by business and individual sponsors, and not funding by the town budget. Suggested notifying through a survey.

12. Update from Recreation Director on Town Employee Discount on Programs

T Quinn stated the program has been tested for six months and not used as was hoped. The administration work was more than the return. Will discontinue the program effective immediately.

13. Discussion and Possible Action on Open Colchester Policy

S Soby stated that the committee met and went through the items that the CFO had flagged. The group agreed to the language and will bring back to the BOS and other Boards once final draft complete. Clarified delegation of administrators, as well as the role of operational administrators. The group will meet one more time to clean up the draft and bring back to the Boards.

14. Discussion on Possible Ordinance Revision's for Police Commission and Parks and Recreation Commission

A Shilosky requesting a few changes to the current ordinances in place, to align with current town operations. The Park & Rec dept. is now Recreation only, with the Parks being separate duties under the Public Works dept. Spoke with the P&R commission and they had no negative feedback with the changes proposed. The Police Commission ordinance was written back when Colchester had boroughs with constables. Now the BOS authorizes the First Selectman to sign a contract with the State Resident Trooper program and the State Contract supersedes the powers of the Commission. S Soby stated that we are currently the only town with a Police Dept. that is under a Resident Trooper program that has a Police Commission. A Shilosky will bring it back to the Board once suggested revisions in wording have been made.

15. Discussion on Implementing a Noise Ordinance

A Shilosky stated that we currently do not have one in place. He talked to Sgt. Martinez and he can issue a disturbance of the peace citation. R Coyle said this reminds her of when they started the Blight Ordinance. May want to form a committee to research and address a potential ordinance. Some towns are very technical in regards to decibels, etc. Would also need to address enforcement and an appeals process. If the Board decides they want to go forward, then they should set up a committee, similar to the Blight Task Force. S Soby stated issues in regards to this have come up before. Felt it can become technical with equipment, training and due process having to be put into place. He did state he realizes that the issue is important to the person being bothered, but if there were other means to deal with the issue than may be time to do another assessment. J Ford stated that this can be a slippery slope. Have to be prepared to implement what we write. A Shilosky stated that when Sgt. Martinez finishes his research he will come before the Board and explain.

16. Citizen's Comments – D Ketner commented on the noise ordinance discussion and stated he lives on Balaban Rd. and is concerned and bothered by the cars using the road like a drag strip day and night. Anything the Board can do would be appreciated.

17. First Selectman's Report

A Shilosky reported the Fire Dept. awards night is 10/26 and he is unable to attend and is looking for one of the Board members to go in his place. The Emergency Management Director used to have a Deputy that has since been taken out of the budget. The Fire Marshall indicated that he would volunteer for the position at no cost to the town. The Board had some questions on job description and the process. A Shilosky will send more information to the Board. The town's S&P rating has gone up to AA+, with the highest rating being AAA+, so this is a very good rating. A Shilosky stated that the rumor going around that the soon to be proposed Senior Center will not be a Community Center. It has always and will always be promoted as only a Senior Center. The lot next to the daycare center across from the green on Hayward Ave, has offered the town to purchase it. He has not heard any more from them at this time. Thanked the Fire Dept. for all their hard work at the recent accident propane spill on West St. Paper Mill bridge grant has been signed and sent back to the State. The Halls Hill Rd grant has been received for \$709,000. Work on both grants will start Spring/Summer of 2019. The bond and band sale took place last Wed for the middle school. The band anticipation note has an interest of 2.05%, which is an outstanding rate. The full bond rate is 3.56% interest. The premium for the band is \$83,000 and premium for bond is \$139,000.

18. Liaison Reports

J Ford reported on Conservation Commission –approved several applications. There is a road that may need BOS approval regarding a property issue. On Paper Mill Bridge there are some concerns regarding materials and exposure. A Shilosky noted that it is being handled. R Coyle asked J Paggioli for an update on the Norton Park plans. J Paggioli stated that they have sent back document to clean up the memo from DEPA. The contractual doc is being signed off by the state.

S Soby reported on the Sewer & Water Commission is dealing with the new well and maintaining the systems.

S Soby stated that J Paggioli does a great job with it.

Public Information meeting being conducted tonight hosted by Wetlands Enforcement Officer, Jay Gigliotti regarding a grant for a trail linking two larger trail networks. One trail goes through the 8 mile river watershed, the other is the airline trail. This is a simple and elegant solution. D Mizla attended and stated there would not be a lot of foot traffic. The grand needs to be submitted by 10/31.

D Mizla reported on Park & Rec Commission– the group gave consensus to the submitting of the grant for the trails. Youth Advisory Board – next Community Conversation will be on vaping 10/24 at WJ. There have been 6 vaping incidents at the school this year to date. Holding a bake sale on Election Day. Open House at the Youth Center was yesterday. Resolution Run will be 1/1/19 and start this year at Town Hall.

S Soby reported that St. Andrew Choir held their annual 5K run. Proceeds went to the community lunch program and Food Bank. Great turn out and thanked J Paggioli for opening Town Hall.

A Shilosky thanked J Paggioli for painting, on his own time, the three meeting rooms.

19. Adjourn

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

Respectfully submitted,

Tricia Dean, Clerk



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Website: www.colchesterct.gov

To: Colchester Board of Selectmen

From: Jay Gigliotti, Planning & Zoning Department *JRG*

Date: October 12, 2018

Re: Connecticut Department of Energy & Environmental Protection Recreational Trails Program Grant Application for bike/pedestrian connection trail

The Planning and Zoning Department intends to and is preparing to apply for a Recreational Trails Program Grant Application, to the Connecticut Department of Energy & Environmental Protection (CT DEEP RTP). This RTP grant application is the second phase to grant previously awarded to the Town of Colchester in 2015. The previous RTP grant application was for the study and design of a Bike/pedestrian trail, which would provide a connection between the 60+ mile Airline Trail and the 26+ mile Richard Goodwin Trail. The connection would result in a contiguous trail network traveling from East Lyme, CT to the Town of Thompson and the Connecticut/Massachusetts border. The current proposed RTP Application is for funding of the connecting trail.

The limits of the proposed project are from the south side of Route 16, at the Babcock Pond Wildlife Management Area, to the west side of Route 149 at the Church Street intersection. The proposed connecting path will travel from Route 16, north/west on Cemetery Rd, before turning north onto Church Street and ending at Route 149. Crosswalks have been designed and preliminarily approved by CT DOT, across Route 16 & 149.

The connecting trail will travel on the paved portion of the town owned Cemetery Rd & Church Street. The grant funding shall include signage and pavement markings for the two crosswalks and the connecting trail. Cemetery Road is also proposed to be slightly widened as well.

The proposed bike & pedestrian connection trail project is consistent with the Town & State's POCD, Colchester Open Space Plan, & as well as the SCCOG 2017 Regional Plan of Conservation & Development.

The Planning & Zoning Department conducted a public informational meeting on the proposed RTP grant application on 10/4/18. Comments received at the meeting centered around the speed of motorists on Route 149 & the safety of the crosswalks, trash from trail users, property value questions and projected use volumes.

Recommended Motion:

The Colchester Board of Selectmen endorses and authorizes the Planning & Zoning Department's submission of a trail Grant application to the CT DEEP Recreational Trails Program

Attachments:

Public Meeting Powerpoint

CT Dept. of Energy & Environmental Protection Recreational Trails Program Grant Application (CT DEEP RTP)



Cemetery Road/ Church Street Link Trail

Jay Gigliotti
Colchester Planning & Zoning
Department

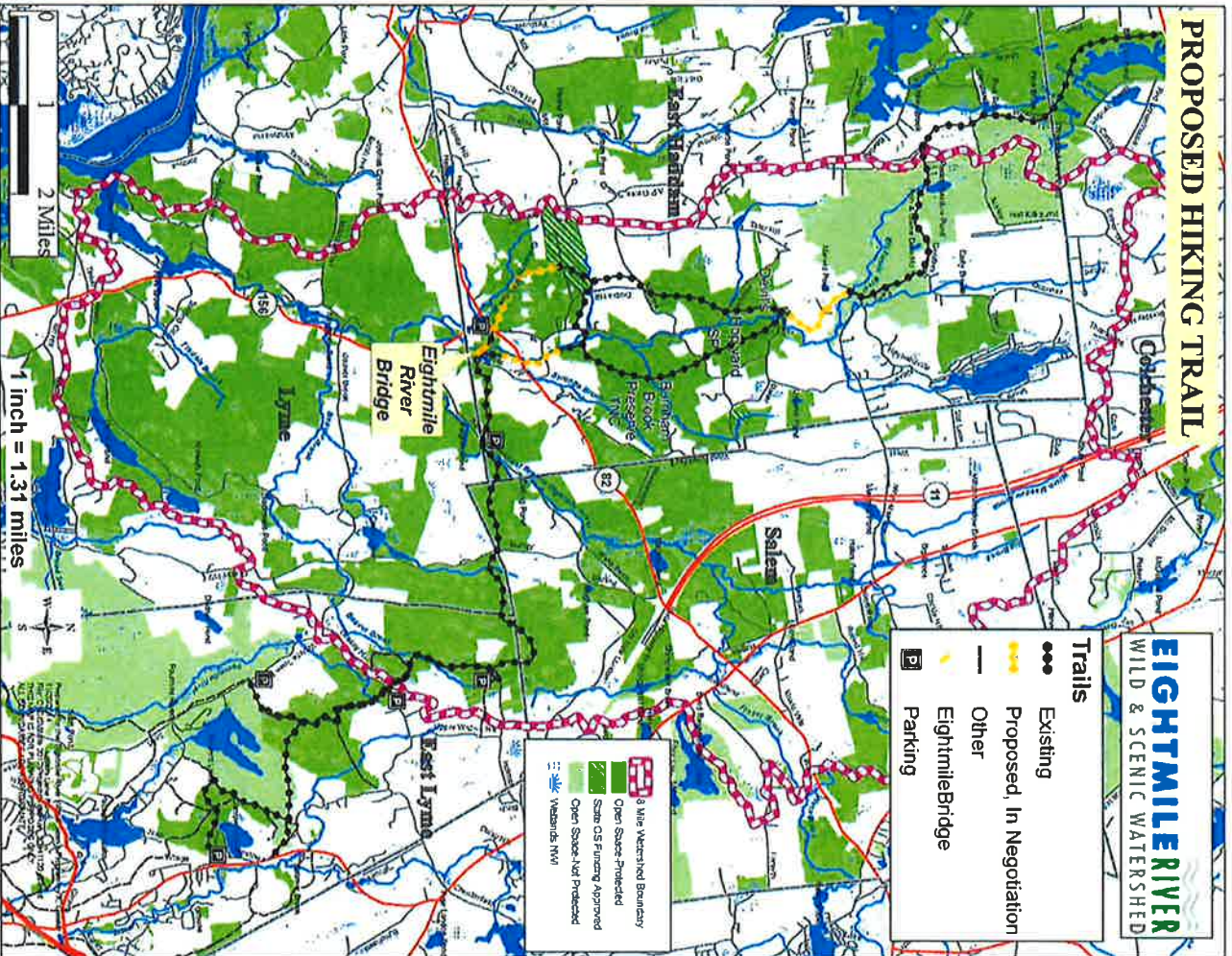
- Office: (860) 537-7283
- Email: igigliotti@colchesterct.gov
- Website: www.colchesterct.gov

Recreational Trails Program

- A program for construction, design, rehabilitation, maintenance, upgrade and/or acquisition of Trails
- 2015, Colchester awarded CT DEEP RTP funds, to study the opportunity for a trail connection
- Richard Goodwin Trail and the Airline Trail: East Lyme- Mass.
- Positive Study results, link could exist through Cemetery Road and Church Street
- CT DEEP RTP funding would be next

PROPOSED HIKING TRAIL

EIGHTMILE RIVER WILD & SCENIC WATERSHED



Richard Goodwin Trail

The 26+ mile Richard Goodwin trail begins in East Lyme, CT and terminates in Colchester, within the limits of the Babcock Pond Wildlife Management Area



Airline Trail

The 60+ mile Airline Trail begins in East Hampton and Travels through Thompson and the Massachusetts border. It passes through Colchester, mainly in the Salmon River Forest. There is also a "Colchester Spur" which breaks from the main line and brings users into the Center of Colchester.



Link Trail

The proposed "Link Trail" would travel via a formal crosswalk across Route 16, then over the road through Cemetery Rd and Church Street, followed by a crosswalk across Route 149

Project Description

- Two (2) Crosswalk (Route 16 & 149)
- Crosswalk Signage
- Crosswalk & Pedestrian Pavement Markings
- Pedestrian & Link Trail Signage

Project Area



Route 16 Crosswalk



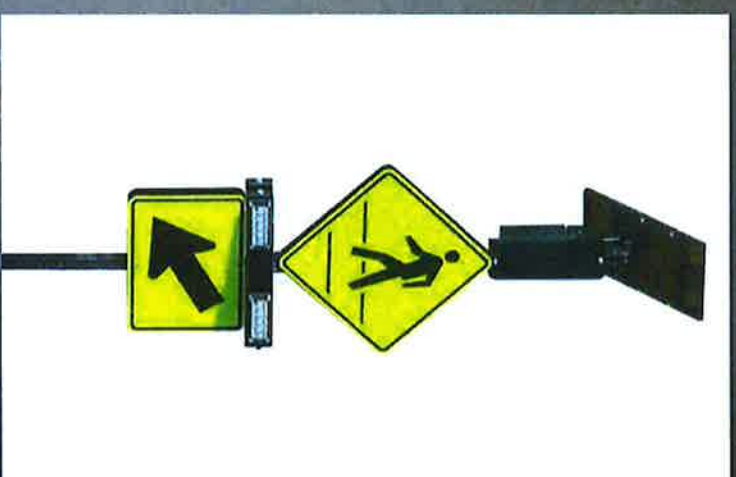
- Top Left: View from Cemetery Road, east on Route 16
- Above: View across Route 16, from Babcock WMA, to Cemetery Rd
- Bottom Left: Aerial view of proposed Route 16 Crosswalk area

Route 149 Crosswalk



- Top Left: View from Church St looking across Route 149
- Above: View across Route 149, looking at Church St stop sign
- Bottom Left: Aerial view of proposed Route 149 Crosswalk area

Pedestrian Signage at Route 16 & 149 Crosswalks



- Above: Rectangular Flashing Beacon Crosswalk sign. For Route 149 Crosswalk.
- Left: Pedestrian Crosswalk Sign for Route 16 Crosswalk

Project Pavement Markings



- Above: Typical Pedestrian Pavement Marking
- Left: Pedestrian Crosswalk delineation with “Shark Tooth” approach warnings

Possible Pedestrian Signage



- Above: Typical Pedestrian Pavement Marking
- Right: Bike/ Pedestrian & Motorists- Share the road signage
- Left: Share the road signage





Possible Link Trail Signage

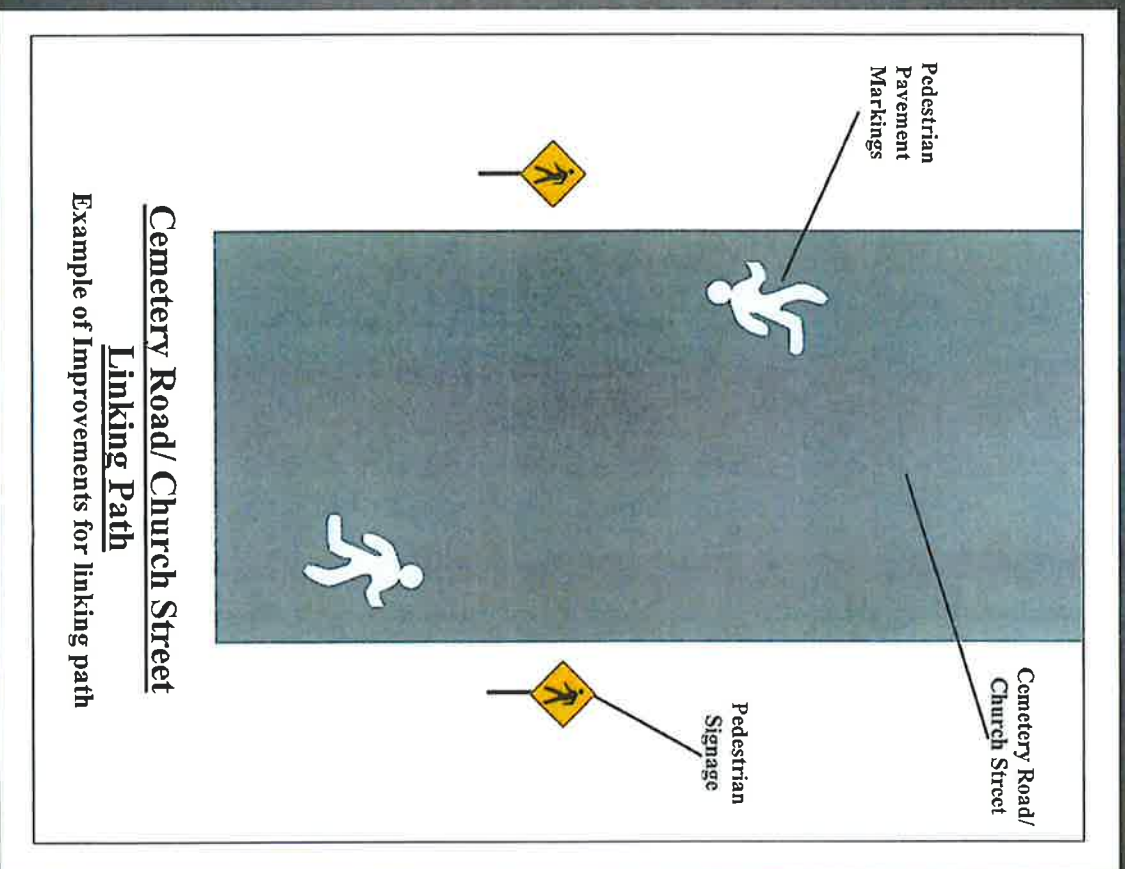
Numerous size, font, installation, mounting and placement options

Proposed Trail Path



Trail Users to walk on side
of road

Trail users
to walk
on the
side of
the road



Cemetery Road/ Church Street
Linking Path
Example of Improvements for linking path

Pavement
Markings &
Signage to be only
improvements

Projected Use of Link Trail

- Not anticipated to be used by day to day Trail use.
- Parking exists on each end of proposed trail (WMA & Day Pond)
- Likely used by trail enthusiasts using a connector
- Low Volume
- May benefits area residents as safer way to WMA or Day Pond.



Why??

- Connection of existing Trail Networks, Objective Identified in numerous master planning documents, including town, State & Regional plans
- Promotion of Physical Activity through Trail Use
- Promote Alternate forms of Transportation

Project Next Steps

- CT DEEP RTP Grant application for Link Trail funding is due on 10/31/18
- Colchester Board of Selectmen to give final authorization to submit grant
- If application is submitted, town should know result by end of 2018
- If funds are awarded, installation most likely will be in summer of 2019

Thank you for your time!!

Any Questions??



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Website: www.colchesterct.gov

To: Colchester Board of Selectmen

From: Jay Gigliotti, Planning & Zoning Department *JPG*

Date: October 12, 2018

Re: 12- Town Airline Trail Master Plan Grant application

The Planning and Zoning Department, through the Salmon River Watershed Partnership, has been involved with a 12-Town task force regarding all matters with the CT Rails to Trails Airline Trail. Spearheading this effort is CT Resource Conservation and Development (RC&D).

RC&D has proposed a 12-Town Airline Trail Master Plan to be submitted to the CT DEEP RTP grant program. RC&D is proposing to do all the work associated with the grant development and submission. Staff's time to review the submission is the only item Colchester would be responsible for, no monetary funds at all. This is the same grant the Town is applying utilizing for the Cemetery Rd link trail and is due on 10/31/18.

The goal of the Master Plan is to promote and "Brand" the airline trail. The plan would address items such as: Trail Maintenance, Funding, economic development, Natural Resource inventory, regional sharing, wayfinding, phone based apps, corridor objectives...etc.

In order to be an official part of the grant and the master plan, RC&D must have authorization from of each of the 12 towns.

Recommended Motion:

The Colchester Board of Selectmen endorses and authorizes Colchester's role in the 12-Town Airline Trail Master Plan grant application to the CT DEEP Recreational Trails Program by CT Resource Conservation & Development

Attachments:

Airline Trail Master Plan Info Packet



Air Line Trail

MASTER PLAN CONCEPT

MEETING GOAL

- CONCURRENCE AND SUPPORT FROM CTDEEP (PROPERTY OWNER) TO COLLABORATE WITH A 12 TOWN TASK FORCE (TO BE FORMED) TOWARD DEVELOPMENT OF A MASTER PLAN FOR THE AIR LINE TRAIL



Master Plan Goal

Re-establish Airline Trail's Economic Significance & Value

Historic Town Center Connections

The Air Line Railroad not only increased the volume and speed of sending commodity, farm products and other freight to market, but also encouraged personal travel. The railroad provided transportation to the cities as well as better mail service and transport for children who boarded the train to attend high school in Willimantic.

During the summer months, the railroad brought a huge influx of city people to the country for vacations. Many local farm families boarded these summer visitors for the extra income. The railway made possible the start of the resort business still flourishing on Williams Pond.



CT DEEP's

- Define MP Scope
- Focus on users
- Prioritize scope



Inventories of Adjacent Town Land Use, Planning, Economic Strategies

Develop Regional Collaboration Options Based on Best Practices



Regional Share Service Options and Efficiencies for Collaborative Maintenance and Improvements to Trail, Parking Areas and Amenities

- Consistent Messages for user across all towns

Message (interest)



Wayfinding to Off Trail Towns, Tourist Amenities & Connections to other trail systems

What can trail users find off the trail in adjacent towns?



Natural Resource Inventory to Highlight and Map Critical Areas for Maintenance Concerns, Infrastructure Installation as well as Promoting Eco-Tourism and Education



Strategies for Town Economic Development to Educate and Create New Small Recreational Supportive Business

CT DEEP to have website that is user friendly



Enhanced Marketing and Branding to Include Town Amenities, Air Line Trail Events and Trail Information
New Website with Links to CTDEEP and Planning for Cell Phone Based Apps

- Spots a mill Review
- Link
- Develop, Assess potential
- Funding
- Funding Areas



Explore and Develop Framework for Continued Twelve Town Air Line Trail Collaborative

Fundraising, Calendars, Events, Marketing, Etc.



Draft Application 1st week in Oct.

Coordinate Regulatory and Design Objectives for Adjacent Land Use to Protect Scenic Integrity of the Corridor

* Signatures by 10/24/18

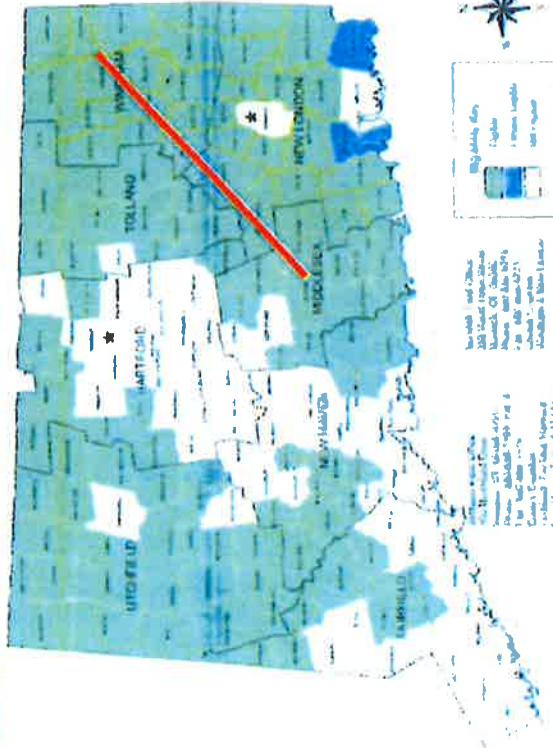
GOALS OF THE MASTER PLAN

Included COGs
Southwest
Northwest
Capital Region
Piedmont River Valley

* Thompson Town Committee Chair
Leads letter to 3-State Plan



**Connecticut (MA/CT/RI Jurisdiction)
Rural Development Eligible Areas For Housing Programs**



**LOCATION CRITERIA
AIRLINE TRAIL CONTEXT FOR RURAL PROSPERITY**

- Collaboration Leverages Rural Location for USDA Municipal Eligibility for Community Infrastructure
- Airline Trail Corridor Traverses Last Green Valley
- Village Center Connections and Opportunity
- Promotes Grassroots Business Creativity
 - Hospitality
 - Local Food and Farms
 - Recreational Tourism Business
 - Environmental Educational
- Promotes Lifestyle to Attract New Business – Work From Home Residents

“Rural areas have unique assets which can create social and economic opportunity, like affordable real estate and cost of living, acreage for expansive industries, strong communities, and hard-working people.” – Center on Rural Innovation



**EXAMPLE OF TRAILSIDE
GRASS ROOTS BUSINESS OPPORTUNITY
Hebron, Connecticut – Route 85**



DRAFT

Open Colchester is a citizen-accessible, self-service platform that provides data and reports on-demand, previously only available in printed format. The platform used is a product of OpenGov.com and is used by a significant number of municipalities in Connecticut and other States. General fund financial data will be available to public users at a budget account level and non-financial data at an aggregate level and will be in compliance with all Federal and State laws, statutes, and requirements for the protection of personally identifiable information, including, but not limited to, requirements under the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and The Family Educational Rights and Privacy Act of 1974 (FERPA or the Buckley Amendment).

Note: The Town's official financial records are in Munis. Other records remain created and stored in existing systems. Open Colchester is a tool for reporting and filtering data based on Munis and other data.

Open Colchester allows for citizens and employees to review data on-line at their convenience. This data can be filtered to provide individualized views of information a citizen may be interested in seeing, based on the reports available on the OpenGov platform. Open Colchester is a self-service system that is accessible via a link on the Town of Colchester website homepage. Online tutorials are available to help each person learn and understand how to use the system.

- Financial data will be made available as is currently done for the Boards of Selectmen, Finance and/or Education and/or at the 'budget book' level.
- Non-financial data will be made available in the aggregate as is currently done, provided it is available in an uploadable format (ex.: CHFD Fire and EMS calls that are disseminated via press release to local news media).
- Standard reports will be uploaded to Open Colchester on the same schedule as is currently used for print reports to ensure accuracy as per current standards. This will be evaluated over time.
- All reports must be reviewed and approved by the Department Head or First Selectman (or Designee) before being posted.
- All data/reports will be dated and will be accurate as of that date. Subsequent revisions, based on additional or corrected information becoming available, will be so noted by date.
- Additional reports may be added as the use of the platform evolves.
 - Department Heads may add additional reports with the approval of the First Selectman.
 - A report relating to the Town budget and activities or relating to the Schools Budget that would be widely used may be added at the written request of citizens to the First Selectman's Office or to the Superintendent of Schools' office respectively, contingent upon review and recommendation for approval of the request by the Open Colchester Sub-Committee to the Board of Selectmen and approval by the Board of Selectmen.
- Members of the Open Colchester Sub-Committee will be two members of the Board of Selectmen, a member of the Board of Finance, a member of the Board of Education and the Executive Assistant to the First Selectman.
- Nothing in this section should be construed as a deviation from FOIA requirements.
- Within the OpenGov platform, there are three levels of user access: Administrators, Internal Users and External (Public) Users.

- Administrators are the First Selectman, the Superintendent of Schools, and the Chief Financial Officer. These officials will have access to all aspects of the OpenGov platform in Colchester to maintain its functionality and security both internally and externally. The Executive Assistant to the First Selectman, the IT Systems Administrator and CPS designee(s) will manage the system as delegated by an Administrator (creating user accounts, assigning access roles and responsibilities, etc.).
- Internal Users are Department Heads and designees, and Members of the Boards of Selectmen, Finance and Education. Access will be defined by role within Town Government and parameters of role-based security.
- External Users are the Public. External users will have access to view data in formats provided by OpenGov.
- Administrators and Internal Users must adhere to all relevant Town Policies, and Procedures, and Guidelines regarding the use of electronic equipment, technology, systems, and social media when using Open Colchester.
- Department Heads will be responsible for the integrity of the data and the uploading of data as scheduled.
- At a minimum, data will remain available as is specified in the State of Connecticut Municipal Records Management Program (<https://ctstatelibrary.org/publicrecords/municipal>) and as available as posted to the State of Connecticut Office of Policy and Management Uniform Chart of Accounts (UCOA).

As the OpenGov.com platform that Open Colchester uses is a self-service platform, users are directed to tutorials, FAQs and other aids on the OpenGov.com website to assist in accessing information provided.

Initial Draft: 5-31-18; rev: 6-1-18; rev: 6-6-18; rev: 6-10-18; rev: 6-25-18; rev: 7-17-18b; rev: 8-18-18; rev: 10-3-18

Tricia Dean

From: O'Donnell, Matthew <mjodonnell@usgs.gov>
Sent: Wednesday, October 3, 2018 11:19 AM
To: Art Shilosky
Cc: Tricia Dean; Sylvia Miller; Neifert Lester
Subject: Request for the Colchester Board of Selectmen's opinion about a proposal to change the name of a reservoir
Attachments: Pine Meadows Lake case summary.docx; Pine Meadows Pond proposal.pdf; Colchester Board of Selectmen Pine Meadows Lake recommendation form.doc; map of Pine Meadows Lake.jpg

The Honorable Art Shilosky, First Selectman
Town of Colchester Board of Selectmen

Selectman@ColchesterCT.gov

Issue: Proposal to rename Pine Meadows Park Pond

Dear Selectman Shilosky:

As you may know, the U.S. Board on Geographic Names (BGN) is responsible by law for standardizing geographic names for use by the departments and agencies of the Federal Government. A resident of Colchester has submitted a proposal to the BGN to change the name of Pine Meadows Park Pond to Pine Meadows Lake. The proponent, who owns the land on which the lake is located, reports that before he purchased the land in 2014, the reservoir was a popular fishing location. Since 2014, he reports that he has dealt with many trespassers who think the reservoir is on public property due to the word "park" in the reservoir name. The proponent will be working with the Connecticut Dam Safety Program to change the name of the dam on the reservoir from Pine Meadows Park Pond Dam to Pine Meadow Lake Dam.

Because local opinion is important to the BGN, we would like the opinion of the Town of Colchester Board of Selectmen concerning this issue. We ask that you please share this request with any offices or others who might have an interest in this proposal.

This proposal is listed on the BGN's Review List #433, which is posted at http://geonames.usgs.gov/domestic/quarterly_list.htm. The case summary is attached for your review and convenience. Also attached are the original proposal, a map showing the location of the reservoir, and a Geographic Name Proposal Recommendation form to facilitate a response from your office.

Thank you for your consideration of this request and we look forward to hearing from you. Meanwhile, if you have any questions, please don't hesitate to contact us. We may be contacted by mail at the address below; by telephone at (703) 648-4553; by fax at (703) 648-4549; or by e-mail at BGNEEXEC@usgs.gov.

Sincerely,

Matt O'Donnell, research staff
For Lou Yost, Executive Secretary

U.S. Board on Geographic Names
U.S. Geological Survey
12201 Sunrise Valley Drive
MS 523
Reston VA 20192-0523

cc:
Tricia Dean, Executive Assistant to the First Selectman, TownHall@ColchesterCT.gov
Sylvia Miller, Department Clerk, SMiller@ColchesterCT.gov
Lin Neifert, USGS Liaison for Vermont, New Hampshire, and Connecticut, lineifert@usgs.gov

Matt O'Donnell | Xcellent Technology Solutions, Inc.
Contractor in support of U.S. Board on Geographic Names | Domestic Names Committee
Phone/fax: 703.648.4553 / 703.648.4549
Email: mjodonnell@usgs.gov
Room 1C112 (in library offices)

Approved
Promulgation authorized
Executive Secretary
Domestic Geographic Names

UNITED STATES
BOARD ON GEOGRAPHIC NAMES

CASE BRIEF (Domestic)

Pine Meadows Lake: reservoir; approx. 20 acres; in the Town of Colchester on Standish Brook E of Babcock Pond; New London County, Connecticut; 41°32'29"N, 72°23'21"W; USGS map – Moodus 1:24,000; Not: Pine Meadows Park Pond.

https://geonames.usgs.gov/apex/gazvector.getesrimap?p_lat=41.5413846&p_longi=-72.3891497&fid=209790

Proposal: to change a name to eliminate confusion

Map: USGS Moodus 1:24,000

Proponent: Steve Gittelman; Huntington, NY

Administrative area: None

Previous BGN Action: None

Names associated with feature:

GNIS: Pine Meadows Park Pond (FID 209790)

Local Usage: None found

Published: Pine Meadows Park Pond (USGS 1967, 1986, 1994, 2012, 2015, 2018; Connecticut Freshwater Trophy Fish Awards, 2012)

Case Summary: This proposal would change the name of Pine Meadows Park Pond, a 20-acre reservoir on Standish Brook in the Town of Colchester in New London County, to Pine Meadows Lake. The proponent reports that the reservoir was a popular public fishing site until 2014, when he purchased the property that includes the reservoir. He states that people are trespassing on his property to fish and that the word “Park” in the name suggests it is still publicly accessible. The name is included in online fishing sites that aggregate the names and locations of lakes and reservoirs from GNIS and other sources. The proponent believes that removing the word “Park” will help indicate that the reservoir is not on public property.

The name Pine Meadows Park Pond has been shown on USGS maps since 1967. In addition to the reservoir, GNIS lists the associated dam as Pine Meadows Park Pond Dam, a name compiled from the 1981 U.S. Army Corps of Engineers inventory of reservoirs and dams.

Proposed by: Steve Gittelman; Huntington, NY

Submitted by: same

Prepared by: M. O'Donnell

Case ID: 4933

Reviewed by: J.Runyon

Date: 9/18/18

Date: same

Date: 9/25/18

Quarterly Review List: 433

Date: 9/27/18

DOMESTIC GEOGRAPHIC NAME PROPOSAL SUMMARY**PROPOSE NEW OR CHANGE NAME****Name Proposal ID:**

9511

Date Created:

18-SEP-18

Date Submitted:

18-SEP-18

Proposed Name:

Pine Meadow Lake

Action Requested:

Change an existing name

Existing Name:

Pine Meadow Park Pond

Unnamed Evidence:

-

Locally Used:

No

Locally Used Years:

-

Local Conflict:

No

Local Conflict Detail:

-

Additional Details:

The current name (Pine Meadow Park Pond) indicates that it is public property. This creates trespassers on our property and it has become a hardship. Prior to our purchase of the property in 2014, the local people have been coming to the property to fish and hunt for decades. They still believe they can because of the word "park" that is on the maps. In fact one website had us as one of the 10 best public fishing sites in Connecticut. It is also next to Babcook Pond Preserve, and it is their belief that because it says Park on the maps, that it is part of Babcook Pond Preserve. Confrontations with trespassers have become increasingly violent because both sides believe they are justified. In addition, the Dam that creates the lake is called "Pine Meadow Park Dam" and should also be changed to "Pine Meadow Lake Dam" to avoid further confusion.

FEATURE INFORMATION**GNIS Feature ID:**

No data found

Feature class:

LAKE

Descriptive information:

It is a 20.8 acre lake which is 20 feet in depth.

Meaning or significance:

The lake was artificially constructed in the early 1960's to purportedly build a resort hotel. it is loosely known as "man make lake". We do not believe that the name Pine Meadow Park Pond is of any great significance to the local community.

Commemorative:

No

Biographical information:

-

Supporting materials:

No

SUPPORTING MATERIALS

No information entered.

STATES AND COUNTIES

State Name	County Name
Connecticut	New London

GEOGRAPHIC COORDINATES

Obtained From	Describe Other	Lat Deg	Min	Sec	Long Deg	Min	Sec	Decimal Lat	Decimal Long	Details
Other	-	-	-	-	-	-	-	-	-	-

ADMINISTRATIVE AREAS

No information entered.

MAPS AND DOCUMENTS WITH NAME

No information entered.

OTHER (VARIANT) NAMES AND THEIR SOURCE

No information entered.

AUTHORITIES

No information entered.

SUBMITTERS AND PREPARERS

Role	Last Name	First Name	Phone	Email Address	Physical Address	City	State	Zip	Company	Title
BOTH	Gittelman	Steve	6314666604	steve@mktginc.com	189 Sweet Hollow Road	Huntington	New York	11743	-	-

DGNP Guest



U.S. BOARD ON GEOGRAPHIC NAMES

GEOGRAPHIC NAME PROPOSAL RECOMMENDATION

Proposed Geographic Name Pine Meadows Lake

This is to notify the U.S. Board on Geographic Names that the:

Town of Colchester Board of Selectmen
(Name of government entity, organization, or individual)

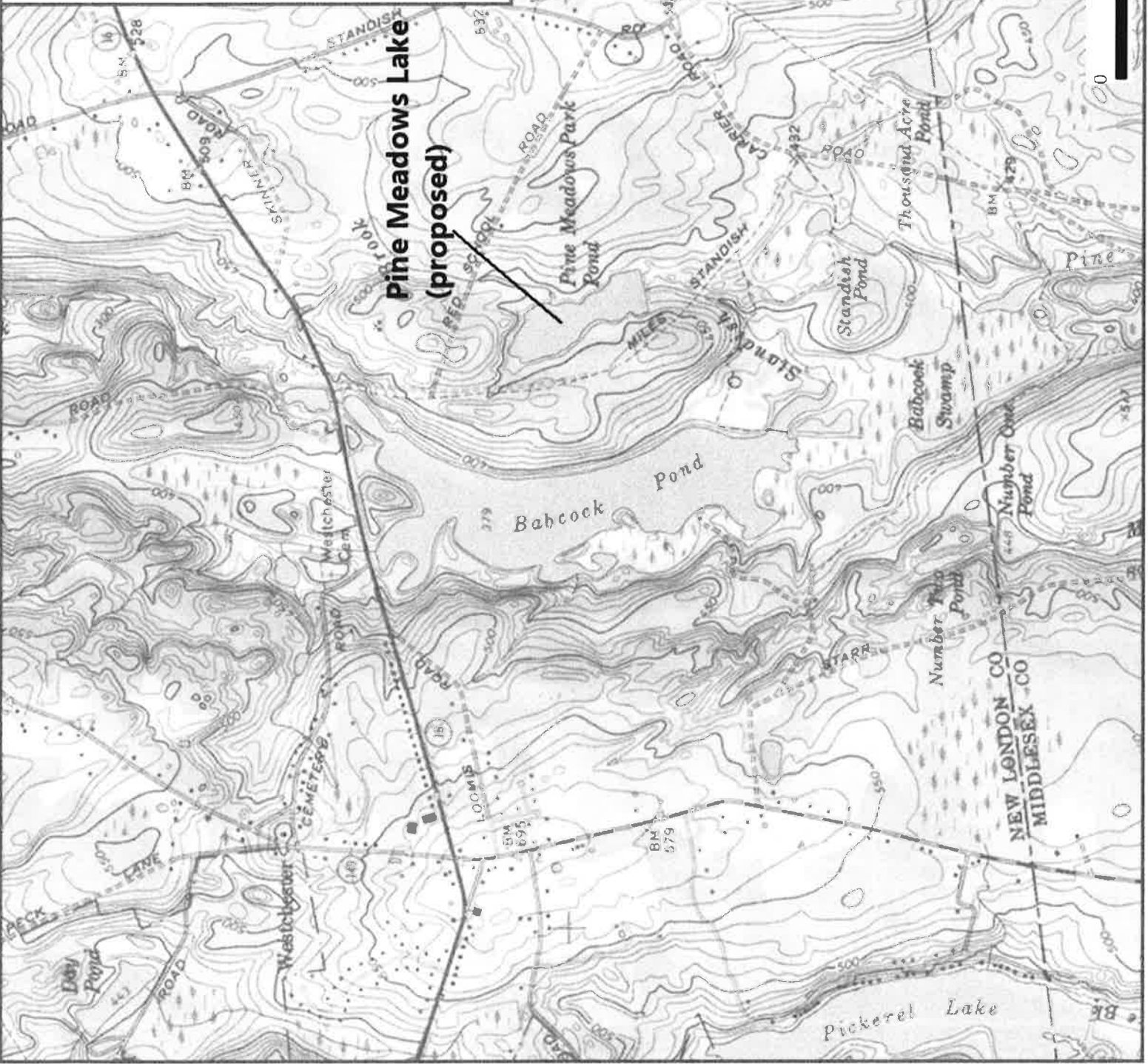
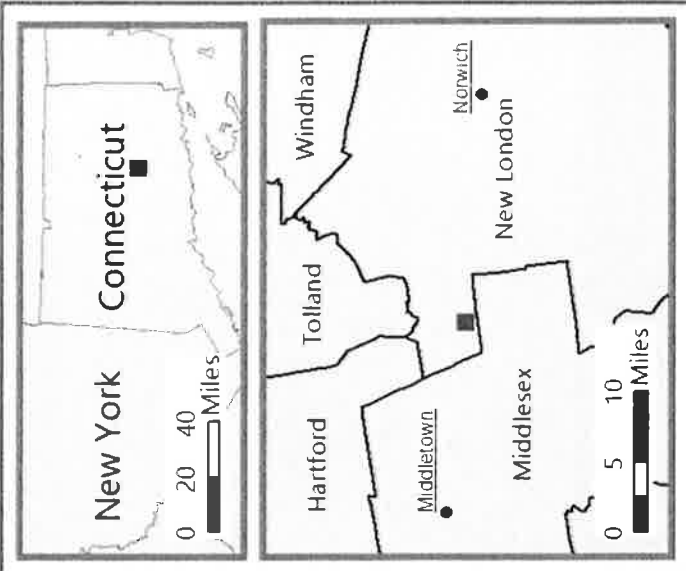
recommends that the U. S. Board on Geographic Names:

- Approve the Proposed Name**
- Reject the Proposed Name**
- Take Action as Specified Below**
- Render a Decision Without Our Recommendation**

Comments (the following factors contributed to this recommendation; attach supporting documentation if appropriate):

<hr/>	<hr/>
(Name)	(Title)
<hr/>	<hr/>
(Address)	(Telephone)
<hr/>	<hr/>
(City, State, ZIP Code)	(E-mail)
<hr/>	<hr/>
(Signature)	(Date)

Return this form to: U.S. Board on Geographic Names
U.S. Geological Survey
523 National Center
Reston VA 20192-0523
Telephone: (703) 648-4552
Fax: (703) 648-4549
E-mail: BGNEXEC@usgs.gov





State of Connecticut



Resident Trooper Supervisor
Sgt. Martin Martinez #124

Connecticut State Police Colchester Resident Troopers' Office

Colchester Police

October 11, 2018

To: First Selectman Art Shilosky
Town of Colchester

Subject: Noise Ordinances

In regards to various noise ordinance related options for Police Officers in the Town of Colchester that you requested on October 9, 2018, I have the following:

Option #1 - **C.G.S. 7-148** explains the Scope of Municipal Powers related to municipality ordinances, etc. and regulations on how to institute and enforce ordinances. This statute is quite lengthy but, in summary an infraction ticket can be issued *only* after a written warning is issued first. If there is an established fee for a violation of an ordinance there is a fee schedule in the State of Connecticut Infractions Schedule booklet provided to officers annually.

For instance, if the ordinance fee is \$29.00 the Total amount due would be \$53.00 (\$29.00 + \$4.00 fee + \$20.00 surcharge). The maximum ordinance penalty amount is \$100.00 as per the infractions schedule. The Police Officers (Local and State) investigating loud noise complaints would have to be familiar with the ordinance through notification and training, and the set fee by the municipality.

Note: This legal process should be considered with consultation and review by the Town's Attorney or Legal Advisor.

Option #2 - This option is sometimes effective when a municipality does not have any noise ordinance in place and there are complaints from citizens about excessive noise from a particular person or place. The Police Officers normally will based on the incidents facts and circumstances initially issue verbal warnings

127 Norwich Avenue
Colchester, Connecticut 06415
Phone (860) 537-7270
FAX (860) 537-7252

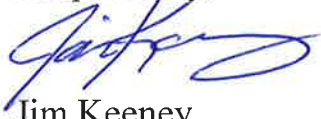
to person(s) or establishments that are creating an unreasonable amount of noise causing citizen complaints. If the Officers receive multiple complaints on multiple occasions from the same persons or location they have the option of issuing an infraction ticket with a mail in fine for:

C.G.S. Sec. 53a-181a. Creating a public disturbance: Infraction. (a) A person is guilty of creating a public disturbance when, with intent to cause inconvenience, annoyance or alarm, or recklessly creating a risk thereof, he (1) engages in fighting or in violent, tumultuous or threatening behavior; or (2) annoys or interferes with another person by offensive conduct; or (3) **makes unreasonable noise.**

b) Creating a public disturbance is an infraction.

Option#3 - If the source location or person(s) fail to heed a verbal or written warning or the Officer has previously issued an infraction ticket and the noise complaints continue, the investigating Police Officers based on the facts and circumstances at the time may make an in custody arrests of the violator(s).

Respectfully,



Jim Keeney
Administrative Assistant
Colchester Police Department
(860) 537-7270
jkeeney@colchesterct.gov



**Town of Colchester
Job Description**

**Emergency Management
Deputy Emergency Management Director**

GENERAL STATEMENT OF DUTIES

The Deputy Emergency Management Director assists the Emergency Management Director in advising the Chief Executive on all Emergency Management matters and related laws, rules, regulations and requirements of Title 28 and Public Act 87-535 of the Connecticut General Statutes, and the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as Amended (42 U.S. C. 5121 et seq), Rev. 1998. The Deputy Emergency Management Director, in the absence of the Director, assumes the responsibilities of the Emergency Management Director as directed by the First Selectman.

WORK SCHEDULE

As needed, at the request of the Emergency Management Director and/or First Selectman.

SUPERVISION RECEIVED

Works under the supervision of the Emergency Management Director

SUPERVISION EXERCISED

None.

ESSENTIAL DUTIES

1. Assists in formulating emergency management policies and procedures related to the functioning of emergency services during emergencies.
2. Assists in developing and executing a program operating budget.
3. Assists in planning, organizing, and coordinating the Emergency Management activities of those operating departments, agencies and offices of local government which are responsible for carrying out response operations in an emergency.
4. Assists in coordinating planning and organization for the use of all public and private resources available to local government to provide the capability of dealing with the effects of peacetime and national security (wartime) disasters.
5. Assists in updating and conforming the town's Emergency Operations Plan to state and federal criteria including national security (nuclear attack/weapons of mass destruction) risk assumptions.
6. Assists in maintaining a continuous review of the warning system and warning procedures.
7. Assists the EMD in serving as the communications planning coordinator for all town emergency direction and control communications insuring proper design, coordination, maintenance and suitability for emergency operations.
8. Assists in developing and maintaining a training and exercise program to prepare the Emergency Management organization for emergency operations. Assists in preparing requests for federal financial assistance for emergency management programs.
9. Assists the Emergency Management Director in assuming the overall responsibility for the operation of the Emergency Operating Center (EOC) and for advising the Chief Executive on local government emergency operations, including the execution of (1) appropriate Increased Readiness measures should an international crisis occur; (2) such emergency and supporting operations plans and procedures as are appropriate for the emergency; and (3) necessary coordination among the operating departments of town government.

10. Assists in coordinating, preparing and executing local government programs which involve the training and education of individual citizens and of business, industry, and private organizations in individual and collective response in an emergency.
11. Assists in maintaining the Emergency Operations Plan, Annexes, and operating procedures (SOP's) updated as required by the Commissioner of the Department of Emergency Services and Public Protection or his designee. Assists in preparing and submitting Emergency Management reports to appropriate town, state and federal agencies as required. Assists in serving as the liaison between town, state and federal agencies on Emergency Management matters. Assists in maintaining a reference file of general emergency preparedness, emergency response, national security (attack preparedness/weapons of mass destruction), and similar emergency management publications as guidance documents.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of:

1. Principles and practices of current emergency planning, training and management; including a thorough understanding of ICS, with completion of the latest version of IC 100, 200, 300, 700 and 800.
2. Ability to effectively communicate orally and in writing
3. Pertinent local, state and federal laws, rules and regulations;
4. Principles and practices of supervision, training and personnel management;
5. Modern office procedures and computer software and equipment applications;

Ability to:

1. Organize, direct and implement a comprehensive emergency services program;
2. Prepare, administer, and analyze budgets and technical reports; interpret and evaluate staff reports;
3. Problem solve; explain and interpret policy;
4. Interpret and explain Emergency Preparedness policies and procedures;
5. Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals;
6. Act quickly and calmly in emergency situations; be effective in a fast-paced emergency environment and make appropriate and timely decisions;
7. Work prolonged hours during emergencies or disasters and during training programs or preparedness exercises;
8. Maintain a high level of professionalism and confidentiality.

EDUCATION AND EXPERIENCE

The Deputy Emergency Management Director must be over 18 years of age, a citizen of the United States and should be available to respond to emergencies 24 hours a day, seven days a week.

WORK ENVIRONMENT

It is the policy of the Town of Colchester to provide a safe and healthy workplace for all employees. The Town of Colchester is committed to reducing and controlling the frequency and severity of work-related accidents. It is the responsibility of every employee to report all accidents, incidents and occupational illnesses, as well as any perceived hazardous conditions. While performing the duties of employment, it is the employee's responsibility to work in a safe and responsible manner. This includes following both OSHA and Town of Colchester safety policies. While performing the duties of this job, the employee is required to: work outside year round at construction sites with hazardous conditions, traverse rough terrain, and occasionally travel to workshops.

*This job description is not all-inclusive and is subject to change by the Board of Selectmen at any time.
Part-time; non-union; hourly; non-exempt.*

TOWN OF COLCHESTER
 FY 2015 - 2016 PROPOSED BUDGET - DETAIL

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	PROPOSED
12301 - EMERGENCY MANAGEMENT						
40101 - REGULAR PAYROLL				4,596		4,596
Emergency Management Director - stipend	1.00	2,447.00	2,447			
Deputy Emergency Management Director - 2 hrs/week	1.00	2,149.00	2,149			
41230 - FICA				351		351
FICA	1.00	351.00	351			
42301 - OFFICE SUPPLIES				200		200
Pens, paper, markers, cartridges	1.00	200.00	200			
42340 - OTHER PURCHASED SUPPLIES				3,000		3,000
Supplies for planning including radio ref	1.00	3,000.00	3,000			
42345 - EMERGEN				250		250
44217 - POSTAGE				25		25
44223 - SERVICE C				1,500		1,500
Emergency Opera	12.00	40.00	480			
Emergency Opera	12.00	85.00	1,020			
44232 - PRINTING				250		250
Publication for Pu	1.00	250.00	250			
45216 - TELEPHON				4,500		4,500
Monthly cable, int	12.00	280.00	3,360			
Monthly cell phon	12.00	95.00	1,140			
46224 - EQUIPME				2,500		2,500
Antenna replacem	1.00	2,500.00	2,500			
TOTAL EMERGEN				17,172		17,172

Roger Jesse -
 IT Personnel
 ↓
 P/T - non union - h/ry.
 non-exempt



Town of Colchester Job Description

Emergency Management Emergency Management Director

GENERAL STATEMENT OF DUTIES

The Emergency Management Director is appointed by and serves at the pleasure of the Chief Executive Officer. He or she advises the Chief Executive on all Emergency Management matters and related laws, rules, regulations and requirements of Title 28 and Public Act 87-535 of the Connecticut General Statutes, and the Robert T Stafford Disaster Relief and Emergency Assistance Act, as Amended (42 U.S.C. 5121 et seq), Rev. 1998. She or he develops, organizes, directs and coordinates the town's Emergency Management Program with the goal of saving lives and protecting property by maintaining emergency operational capabilities that mitigate, prepare for, respond to, and recover from any emergency or disaster.

SUPERVISION RECEIVED

Works under the direct supervision of the First Selectman

SUPERVISION EXERCISED

None

ESSENTIAL DUTIES

1. Formulates emergency management policies and procedures related to the functioning of emergency services during emergencies.
2. Develops and executes a program operating budget.
3. Plans, organizes, and coordinates the Emergency Management activities of those operating departments, agencies and offices of local government which are responsible for carrying out response operations in an emergency.
4. Coordinates planning and organization for the use of all public and private resources available to local government to provide the capability of dealing with the effects of peacetime and national security (wartime) disasters.
5. Updates and conforms the town's Emergency Operations Plan to state and federal criteria including national security (nuclear attack/weapons of mass destruction) risk assumptions.
6. Maintains a continuous review of the warning system and warning procedures.
7. Serves as the communications planning coordinator for all town emergency direction and control communications insuring proper design, coordination, maintenance and suitability for emergency operations.
8. Develops and maintains a training and exercise program to prepare the Emergency Management organization for emergency operations. Prepares requests for federal financial assistance for emergency management programs.
9. During emergencies, the Emergency Management Director assumes the overall responsibility for the operation of the Emergency Operating Center (EOC) and for advising the Chief Executive on local government emergency operations, including the execution of (1) appropriate Increased Readiness measures should an international crisis occur; (2) such emergency and supporting operations plans and procedures as are appropriate for the emergency; and (3) necessary coordination among the operating departments of town government.

10. Coordinates, prepares and executes local government programs which involve the training and education of individual citizens and of business, industry, and private organizations in individual and collective response in an emergency.
11. Maintains the Emergency Operations Plan, Annexes, and operating procedures (SOP's) updated as required by the Commissioner of the Department of Emergency Services and Public Protection or his designee. Prepares and submits Emergency Management reports to appropriate town, state and federal agencies as required. Serves as the liaison between town, state and federal agencies on Emergency Management matters. Maintains a reference file of general emergency preparedness, emergency response, national security (attack preparedness/weapons of mass destruction), and similar emergency management publications as guidance documents.

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Knowledge of:

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7. Work prolonged hours during emergencies or disasters and during training programs or preparedness exercises;
8. Maintain a high level of professionalism and confidentiality.

EDUCATION AND EXPERIENCE

The Emergency Management Director must be over 18 years of age, a citizen of the United States and should be available to respond to emergencies 24 hours a day, seven days a week.

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*This job description is not all-inclusive and is subject to change by the Board of Selectmen at any time.
Part-time; non-union; hourly; non-exempt.*

**TOWN OF COLCHESTER
FY 2018 - 2019 PROPOSED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL DEPARTMENT REQUEST	REDUCTIONS	TOTAL PROPOSED
12301 - EMERGENCY MANAGEMENT						
40101 - REGULAR PAYROLL						
Emergency Management Director - stipend	1.00	2,617.00	2,617	2,617		2,617
41230 - FICA						
FICA/Medicare	1.00	200.00	200	200		200
42301 - OFFICE SUPPLIES						
General office supplies	1.00	200.00	200	200		200
42340 - OTHER PURCHASED SUPPLIES						
Supplies for planned activation of EOC for training or live emergency event Includes radio replacements, batteries for radios, and sirens	1.00	3,500.00	3,500	3,500		3,500
42345 - EMERGENCY MEDICAL SUPPLIES						
				250		250
43213 - MILEAGE, TRAINING & MEETINGS						
EMD training, State programs, mileage	1.00	250.00	250	250		250
44217 - POSTAGE						
				25		25
44223 - SERVICE CONTRACTS						
Emergency Operations Center - Alarm monitoring	12.00	40.00	480	1,500		1,500
Emergency Operations Center - monthly pest control services	12.00	85.00	1,020			
44232 - PRINTING & PUBLICATIONS						
Publication for Public Emergency Information	1.00	250.00	250	250		250
45216 - TELEPHONE						
Internet, static IP, U-verse, DSL, Centrix, fax, phone lines, alarm	12.00	440.00	5,280	5,520		5,520
Mobile cell phone (hot spot) - unlimited	12.00	20.00	240			
46224 - EQUIPMENT REPAIRS						
Antenna replacement, sirens and other equipment repairs - as needed	1.00	3,000.00	3,000	3,000		3,000
TOTAL EMERGENCY MANAGEMENT				17,312	0	17,312

Article III: Parks and Recreation Commission

[Adopted 4-17-1962; amended 5-15-1972; 3-30-1982; 3-28-1996]

Chapter 18: **Boards, Committees and Commissions** Article III **Parks and Recreation Commission**

§ 18-9 **Creation; membership.**

§ 18-10 **Powers and duties.**

§ 18-11 **Payment of expenses incurred for equipment and improvements.**

§ 18-12 **Commissioner qualifications and duties; compensation; meetings; quorum; removal from office.**

§ 18-9 **Creation; membership.**

A. There is created in the Town of Colchester a Parks and Recreation Commission which shall consist of eight members and two alternates appointed by the Board of Selectmen.

B. Members shall serve for terms of four years. Members first appointed shall serve as follows. Alternates shall serve for terms of three years.

[Amended 3-2-1998]

(1) Two members for terms of one year.

(2) Two members for terms of two years.

(3) Two members for terms of three years.

(4) Two members for terms of four years.

(5) Two alternates for terms of three years.

C. Thereafter, members shall be appointed annually to serve for four years. In the event of any vacancy, the Board of Selectmen shall fill the vacancy for the unexpired portion of the term. Members of the Board of Selectmen and the Superintendent of Schools shall be ex-officio members of the Commission.

D. Terms of present Board. The terms of all of the present Board members shall expire on the first Wednesday after the first Monday of November 1972.

E. Initial appointments. The Board of Selectmen at some time prior to the first Wednesday after the first Monday of November 1972 shall appoint the members of said Commission.

§ 18-10 Powers and duties.

[Amended 6-1-2017]

~~A. The Parks and Recreation Commission:~~

~~(1) Shall have the power to equip, operate, supervise and maintain parks, playgrounds, gymnasiums, public baths, swimming pools or recreation centers on or in a public ground or building in said town which the Board of Selectmen may, from time to time, provide, acquire, authorize, offer, designate or set apart for such use and, with the consent of the Board of Education, to establish and carry on playgrounds and recreation activities on the school grounds and in the school building of said town.~~

~~(2) May take charge of and use any grounds, places, buildings or facilities which may be offered either temporarily or permanently by individuals or corporations for playground or recreational purposes.~~

~~(3) May receive, on behalf of the Town, donations and gifts from individuals, corporations or others for the equipment, improvements, maintenance or supervision of those facilities as described in Subsection A above.~~

~~(4) May establish and provide for the collection of fees for the use of those facilities as described in Subsection A above, as authorized and approved by the Board of Selectmen.~~

~~B. Any funds that may be received as described in Subsection A(3) or (4) above shall be deposited in bank accounts maintained by the Town, and recorded and accounted for in separate and distinct accounts within the Capital Fund of the Town. Such funds may not be used to support the annual operating budget of the Town.⁽¹⁾~~

[1]

~~Editor's Note: An unnumbered paragraph providing for the amendment of the ordinance to change "Board" to "Commission" and "Board of Recreation" to "Parks and Recreation Commission," which immediately followed this section, was repealed 4-12-2001.~~

§ 18-11 Payment of expenses incurred for equipment and improvements.

[Amended 6-1-2017]

~~The expenses incurred for equipment and improvements of such facilities as described in § 18-10A(1) shall be payable from users' fees, private gifts or from such appropriations as may be made by the proper municipal authority from the current funds of the Town of Colchester. The funds so received or appropriated~~

~~shall be recorded and accounted for in separate and distinct accounts within the Capital Fund of the Town to be expended for the purposes herein enumerated.~~

§ 18-12 Commissioner qualifications and duties; compensation; meetings; quorum; removal from office.

- A.** Terms shall commence on the date of appointment.
- B.** All Commission members shall be resident electors of Colchester at the time of appointment. The establishment of residence outside of Colchester automatically terminates said appointment.
- C.** All Commission members shall serve without compensation, unless otherwise provided herein.
- D.** All Commission members shall serve full terms or until their successors shall have been appointed and qualified.
- E.** The Commission shall meet at least once a month.
- F.** A majority of Commission members shall constitute a quorum; however, no business may be transacted unless a majority of the entire membership approves.
- G.** Any Commission members may be removed only for malfeasance in office, neglect of duty, incompetency or other just cause, but shall not be removed upon any charge preferred against the member without due notice and hearing by the Board of Selectmen. When any such charge shall have been preferred, the Commission members complained of shall have a right to be heard, with witnesses and by counsel, and such hearing may be adjourned from time to time as said Board of Selectmen may direct.
- H.** Unless otherwise stated herein, the Commission shall elect its presiding officers.
- I.** Special meetings of the Commission may be called by its presiding officer at any time upon reasonable notice to the members and shall be called at any time upon written request of a majority of the members of said Commission.
- J.** The duties of each Commission member shall be those prescribed by charter, ordinance and statute.

Charter

Code Index Notes

Public Documents

Budgets Minutes Misc. Documents

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Chapter 18 Boards, Committees and Commissions

Article VIII: Board of Police Commissioners

[Adopted 7-25-1990]

Chapter 18: Boards, Committees and Commissions Article VIII Board of Police Commissioners

§ 18-27 **Policy Advisory Commission repealed.**

§ 18-28 **Establishment.**

§ 18-29 **Membership; terms.**

§ 18-30 **Authority and responsibility.**

§ 18-31 **Liaison officer to Division of State Police.**

§ 18-32 **Power of appointment, promotion and removal.**

§ 18-33 **Regulations and penalties for violation.**

§ 18-34 **Investigation of complaints; hearings.**

§ 18-35 **Election of officers; meetings; filling of vacancies.**

§ 18-36 **Compensation; reimbursement for expenses.**

§ 18-37 **Terms of office related to particular events.**

§ 18-38 **Applications to fill vacancies in office of Constable or police officer.**

§ 18-39 **Transfer of funds for operation.**

§ 18-27 **Policy Advisory Commission repealed.**

The provisions of the ordinance adopted at a Special Town Meeting on August 9, 1985, respecting the creation of a Police Advisory Commission for the Town of Colchester are herewith repealed.

§ 18-28 Establishment.

Pursuant to the authority granted in C.G.S. § 7-274, a Board of Police Commissioners for the Town of Colchester is herewith established.

§ 18-29 Membership; terms.

The Commission shall consist of five members who shall be electors of the town and shall be appointed by the Board of Selectmen for terms of three years; provided, however, that two of the original appointees shall be appointed to a term of two years, and the remaining appointee shall be appointed to a term of three years.

§ 18-30 Authority and responsibility.

~~A.~~

~~The Commission shall have the authority and responsibility for the general supervision and management of the Constables and police officers of the Town of Colchester and the property and equipment used in connection therewith.~~

~~B.~~

~~As used herein, the term "Constables" shall mean all Constables serving the Town of Colchester in any capacity, whether appointed pursuant to town ordinance as authorized by C.G.S. §§ 9-185 and 9-200 or pursuant to C.G.S. § 7-92 providing for the appointment of Special Constables. The term "police officer" shall mean all full-time town employees hired by the Town of Colchester to serve in the capacity of a police officer.~~

§ 18-31 Liaison officer to Division of State Police.

During the period of time the Town of Colchester is obligated to contractual agreements for the services of a Resident Trooper with the Connecticut Department of Public Safety, Division of State Police, a member of the Commission, being duly elected by the majority of the Commission, and appointed by the Board of Selectmen, will serve as a liaison officer for the Town of Colchester (this Commission and Board of Selectmen), to the Department of Public Safety, Division of State Police, for all responsibilities relative to the contractual agreement references to the Chief Executive Officer of the Town of Colchester.

§ 18-32 Power of appointment, promotion and removal.

[Amended 4-12-2001]

~~The Commission, pursuant to the authority granted in C.G.S. § 7-276, shall have the sole power of appointment, promotion and removal of the police officers under such regulation as it adopts for the purpose, and such appointees shall hold office during good behavior and until removed for cause upon written charges and after a hearing.~~

§ 18-33 Regulations and penalties for violation.

[Amended 4-12-2001]

~~The Commission shall make all needful regulations for the conduct and operation of the Constables and police officers; provided, however, that such regulations shall not be contrary to law and may prescribe suitable penalties for the violation of any such regulation, including suspension or removal from office of any Constable, police officer or member.~~

§ 18-34 Investigation of complaints; hearings.

~~Upon receipt of a complaint as to the activities of any Constable, the Commission shall undertake such investigation as it considers appropriate and, upon the conclusion thereof, make such recommendation to the First Selectman as it deems to be in the best interest of the Town of Colchester concerning suitable action with respect to suspension and or removal from office. In making such investigation, the Commission may, in its discretion, conduct formal or informal hearings.~~

§ 18-35 Election of officers; meetings; filling of vacancies.

Pursuant to C.G.S. § 7-275, the Commission shall elect one of its number to be Chair and one to be clerk and shall hold regular meetings and keep records of the same. Meetings shall be held upon the call of the Chair or of the majority of the members on the Board. A majority of all members of the Board shall constitute a quorum. In the event of any vacancy upon the Board, the Board of Selectmen shall have the authority by majority vote to fill such vacancy until the expiration of the term.

§ 18-36 Compensation; reimbursement for expenses.

Commissioners shall be sworn to the faithful performance of their duties and shall serve without compensation, but their actual expenses and disbursements incurred in the performance of their duties shall be paid from the town treasury.

§ 18-37 Terms of office related to particular events.


None of the provisions of this article shall be construed to affect the authority of the First Selectman with respect to those Special Constables appointed pursuant to C.G.S. § 7-92 for a set term of office related to a particular public celebration, gathering, riot or unusual excitement or pursuant to the provisions of said statute.

§ 18-38 Applications to fill vacancies in office of Constable or police officer.

~~Whenever there shall be a vacancy in the office of Constable or police officer, any person who desires to be considered for appointment as a Constable or police officer shall submit an application to the Commission. The Commission shall review all applications submitted to it, provide the required testing procedures as determined by the Commission and make such recommendations to the first Selectman concerning such applicants for the position of Constable as it may deem necessary in the best interests of the Town of Colchester. The Commission shall retain its sole power of appointment of police officers and will recommend the appointment of a Constable to the First Selectman pursuant to the town ordinance concerning appointment of Constables and or Special Constables as provided for in C.G.S. § 7-92.~~

§ 18-39 Transfer of funds for operation.

~~To the extent permitted by law, the enactment of this article shall serve as formal authorization for the transfer of the funds allocated in the 1989-1990 town budget for the operation of the Colchester Police Advisory Commission, constabulary and or police department to the Colchester Board of Police Commissioners established by this article.~~



1. How many people will the EMS Chief be supervising? (Paid staff, Volunteers)?

The EMS Chief is an Assistant Chief in the Department, responsible for directly or indirectly supervising all EMS staff. The actual number of staff varies along with fluctuations in the volunteer ranks and the ultimate distribution of paramedic hours between full time vs per diem paramedics. Costs for implementation of the paramedic program have been based on number of hours of coverage rather than number of bodies so answering this question at this time is difficult. The fuller answer will be that the EMS Chief will supervise the number of staff required to provide 24x7x365 coverage as previously estimated.

2. What will be the administrative relationship with the CHFD Chief?

EMS Chief serves as an assistant chief in the department and will continue to report to the CHFD Chief.

3. Was not clear we had a good read on vehicle, supplies, training questions regarding Town's obligation to pay and ability to self-sustain at some point.

The question in this statement is unclear. But it is hoped that the program will self-sustain no later than 5 years in. However, it is impossible to guarantee. Insinuating a guaranteed self-sustaining program would be fiscally irresponsible and political suicide. This is a new program. Expense and revenue figures have been presented as accurately as can be estimated with great effort to not over-sell the program. As the program evolves we will better be able to project revenue, expenses and overall success of the program and can refine estimate at that time.

4. How were the revenue estimates determined?

The provided revenue spreadsheet shows the projected number of calls multiplied by the 2018 state approved ambulance transport rates. The total number of calls for the most recently available fiscal year were used in this projection as actual call volume fluctuates up or down and the actual number of calls for the year was deemed to be the best estimate for number of calls for the next year.

5. Any discussion re: regionalizing program vs mutual aid to better cover costs that insurance rates do not cover?

Not at this time. It is important to not oversell a program that is not yet even in its infancy. Implementing the paramedic program is going to be a huge undertaking. It is critical that we learn to crawl before we run. The program should be implemented first in the town of Colchester. It is anticipated that we later reach out to provide billable services to our mutual aid partners. Perhaps later we can consider having Colchester lead a charge to regionalization. However this is quite some way down the road. It also has some major implications for others in the area who are currently providing ALS services who have currently come out in support of our program. Entering into discussion of regionalization at this time could threaten to derail our progress or at least sideline it for a while. We are not in a position to regionalize a program that we have not yet seen we can implement successfully locally.

6. What is the expected 5-yr Town subsidization of program costs not covered by insurance rates.

The expense projections previously presented include write-offs for uncollectible billings and can be extrapolated for the 5-year period. The initial start-up costs and initial purchase of the Fly Car can be excluded from subsequent year projections. There is a set-aside figure already included in the annualized expenses for anticipated replacement of the Fly Car.

7. The PPT showed that, in 2017, ~30% of calls required paramedic level response, with utilization being higher if available. Wouldn't utilization only be higher if required, not just available? Isn't payment by insurers (private, medicare, medicaid) dependent on diagnosis code consistent with level of service? Need to get better municipal comparative than the one reference in the presentation.

We do transport patients without a paramedic when one is not available. Our current paramedic services are regional services and therefore only available if not already on a call somewhere else in the region. Our numbers of calls that require paramedic level care is a higher number than those calls on which a paramedic is available. Therefore stating that utilization should be higher if paramedic services were available is an accurate statement.

The municipal comparative was intentionally selected as they represent a program that has not been able to sustain their program with actual revenues. While we could certainly over-hire and over-spend, the program estimates we have prepared for Colchester represent what we feel to be fiscally responsible projections.

8. How do we ensure adequate staffing 24/7/365?

Other than providing market-rate salary, the FD Chief and EMS Chief will be responsible for ensuring adequate staffing along with appropriate backup plans.

9. Are there enough paramedics in the market to be able to hire?

All indications are a resounding Yes. We initially compiled a list of paramedics expressing interest in working at a Colchester paramedic program but that list grew so long and the program implementation has been so long coming that I have not continued to add to the list.

10. Will we be seeing an incentive program to hire, or to stipend volunteers?

We do not anticipate the need to incentivize or stipend paramedics as they will be hired and paid on a full time or per diem basis. It is not anticipated that the existing incentive/stipend program for EMS volunteers will be altered.

11. Will the town incur any liability if para level is required and the Town is not able to provide due to staffing issues?

A well-staffed paramedic program with appropriate per diem/on call paramedics and back-up mutual aid or contracted ALS services will ensure 24x7x365 coverage as required by the State of CT.

Town of Colchester					
Paramedic Program					
Estimated Staffing Changes					
	Current	Acceptable			
	Dept	Level	Program	Increase/	
				(Decrease)	
Fire Chief	80,979	80,979	0	0	
Deputy Chief	77,082	77,082	0	0	
EMS Chief	0	71,000	71,000		
Lieutenant Shift Supervisor/Safety Officer	67,809	67,809	0	0	
Firefighter/EMT	62,504	0	(62,504)	Reallocate to Paramedic	
Firefighter/EMT	50,856	50,856	0	0	
Firefighter/EMT	47,570	0	(47,570)	Reallocate to Paramedic	
Firefighter/EMT	47,570	47,570	0	0	
Firefighter/EMT	0	44,283	44,283	New position (Step 1)	
Paramedic	0	72,904	72,904	Reallocate from FF/EMT (Step 4)	
Paramedic	0	57,970	57,970	Reallocate from FF/EMT (Step 2)	
Paramedic	0	54,683	54,683	New position (Step 1)	
EMS Administrator	1,000	0	(1,000)		
Per Diem	32,516	32,516	0	0	
Per Diem (increases hours of coverage - weekends)	0	63,000	63,000		
Ambulance staffing	72,000	72,000	0	0	
FICA/Medicare	41,301	60,638	19,337		
401(a) retirement	29,596	42,950	13,354		
Life/AD&D insurance	1,426	2,074	648		
LTD insurance	854	1,220	366		
Health insurance	98,937	148,032	49,095		
Employer HSA contributions	11,000	17,000	6,000		
TOTAL	722,999	1,064,565	341,566		
All Salary & Benefit amounts are based on current FY 2018-2019 rates and estimates					



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Finance
Regular Meeting Minutes
October 3, 2018 @ 7 pm
Town Hall Room 1**

Members Present: R. Tarlov, R. Lepore, M. Egan, A. Migliaccio and A. Bisbikos

Members Absent: N. Neron

Others Present: First Selectman A. Shilosky, BOE Chair B. Bernier, BOS D. Mizla, Chief Cox, Recreation Director T. Quinn, CFO M. Cosgrove and ROV D. Mrowka

RECEIVED
COLCHESTER,
2018 OCT -5 PM 9:33

1. **CALL TO ORDER** – Meeting was called to order at 7:00 pm by Chairman R. Tarlov.
2. **ADDITIONS TO THE AGENDA** - None
3. **APPROVAL OF MINUTES: September 5, Regular Meeting** – A. Migliaccio MOTIONED to approve the meeting minutes of the September 5, 2018 meeting, SECONDED by M. Egan. All members present voted in favor. MOTION CARRIED 5/0
4. **CITIZENS COMMENTS** - None
5. **CORRESPONDENCE** - None
6. **PROGRAM FUND – Recreation Director, Tiffany Quinn** – T. Quinn reported on the questions the board had previously asked. Staff is currently 3 full time positions. 1 in the program fund and 2 in the budget. Looking into past budgets along with the current the only OT is associated with community events that staff were paid to be at, i.e.: 57Fest and Holiday Homecoming. Scholarship money is raised through Colchester Lions, bake sales and the YSS helps administer this year, however next year Recreation will administer on their own. Care4Kids program was available for campers this year which helped alleviate some of the need for scholarships. 50 participants were needed for the ½ day hooray program and they had 102. The policy for the program fund is currently being written. A rough draft is done with the expectation it should be complete within the next few weeks. T. Quinn stated that in organizing the 57Fest she was told by several businesses in town that they are done sponsoring it. T. Quinn stated that it is a great community event and thinks it's time for some reorganizing of it.
7. **PARAMEDIC PROGRAM - Chief Cox – Discussion and Possible Action** – Chief Cox stated that the paramedic program is a “win/win” for the residents of Colchester. The next step if the boards are in agreement, would be to submit an application to the Department of Public Health. There might be an opportunity to slowly build up the program rather than jump in all at once. The Board had previously looked at three options, Minimum, Acceptable, and Optimal. The Board reviewed the projected expenses for the Acceptable Option. The estimated expense changes (attached) are for personnel only. It was projected in a prior report presented that the non-payroll expense would bring the total to about 400,000, which would be about .35 mils. The estimated additional revenue (350,000 presented in a prior meeting) would offset some of those mils. Chief Cox was asked what percentage of estimated expenses and revenue could be expected in the first fiscal year. Chief Cox was asked to confirm that he estimated the Program's expenses and revenue should breakeven within 5 years. It was stated that the only difference between the Minimal and Acceptable options is a part time and a full time (with benefits) EMS Chief. All Board members felt we need a full time position and did not feel the Minimal Option was a good choice. The chief stated that for the current fiscal year, a part time contractor responsible for moving this through the state requirements was important. The Board stated a special appropriation would be needed. Chief Cox said he will bring an appropriation request to the Board's October 17th meeting. The commission members came to a consensus and agreed the Town should move forward with the next steps for the Acceptable Option.
8. **DEPARTMENT REPORTS**
 - a. **Tax Collector** – August reports were submitted for review, no questions were asked.
 - b. **Finance** – August reports were submitted for review, no questions were asked.
 - i. **S&P Rating and Bonding** – The rating for the Town of Colchester was moved up 2 spots to AA+, the only rating higher is AAA. M Cosgrove and R Lepore stated that to move up 2 spots on a ratings review is almost unheard of Board members thanked M. Cosgrove on a job well done. In their report, S&P (as Fitch had previously) referred to the Town's Fund Balance Policy, that was created in 2010, and the cooperation between the Boards as two of the reasons for their rating.

EMT Salaries in Connecticut

Salary estimated from 242 employees, users, and past and present job advertisements on Indeed in the past 36 months. Last updated: October 8, 2018

Location

Connecticut

Popular Jobs

Average Salary

Salary Distribution

Most Reported

Emergency Medical Technician **\$16.75** per hour
46 salaries reported
Emergency Medical Technician jobs in Connecticut

\$7.85 \$28.10

Paramedic **\$22.96** per hour
15 salaries reported
Paramedic jobs in Connecticut

\$7.85 \$28.10

Patient Care Technician **\$15.30** per hour
100 salaries reported
Patient Care Technician jobs in Connecticut

\$7.85 \$28.10

Job openings related to emt

Transport EMT - Full Time - Day/ Night

The University of Vermont Medical Center
South Burlington, VT
30+ days ago

Emergency Medical Technician (EMT) - Part Time - Days

Mount Sinai
New York, NY
6 days ago

Full-Time Health Coach and Medical Scribe

Wise Patient Internal Medicine
Seattle, WA
Easily Apply - 13 days ago

Emergency Medical Technician

American Medical Response
Washington, DC
12 days ago

EMERGENCY MEDICAL TECH

Duke University and Duke University Health System
Durham, NC
30+ days ago

EMERGENCY MEDICAL TECH

Duke University and Duke University Health System
Durham, NC
30+ days ago

Search for more emt jobs in Connecticut

What is the average salary for jobs related to "emt"?

The average salary for "emt" ranges from approximately \$15.30 per hour for Patient Care Technician to \$22.96 per hour for Paramedic.

Salary information comes from 242 data points collected directly from employees, users, and past and present job advertisements on Indeed in the past 36 months.

Please note that all salary figures are approximations based upon third party submissions to Indeed. These figures are given to the Indeed users for the purpose of generalized comparison only. Minimum wage may differ by jurisdiction and you should consult the employer for actual salary figures.

Salaries > EMT > Connecticut

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