

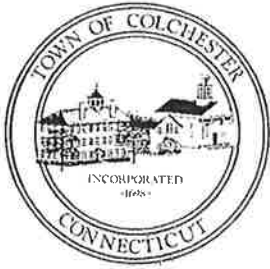
Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Selectmen Agenda
Regular Meeting
Thursday, November 1, 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 18, 2018 Regular Board of Selectmen Meeting
 - b. Authorization to Sign Municipal Grants-In-Aid Certification
 - c. Tax Abatements
5. Transfers
6. Discussion and Possible Action on Appropriation for Ambulance Purchase
7. Boards and Commissions – Interviews and/or Possible Appointments – none
8. Citizen's Comments
9. First Selectman's Report
10. Liaison Reports
11. Adjourn

RECEIVED
COLCHESTER, CT
2018 OCT 29 PM 1:10



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Board of Selectmen Minutes
Regular Meeting Minutes
Thursday, October 18, 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: Wetlands Enforcement Officer J Gigliotti, PW Director J Paggiolli, Town Clerk G Furman, Fire Chief Cox, BOF A Migliaccio, 3 residents, 2 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 delete #12 Discussion on Parks and Recreation Commission Ordinance Revisions, and delete #13 Discussion on Police Commission Ordinance Revisions. S Soby asked to add #12 Discussion and Possible Action on Colchester Right to Farm Community Sign Initiative, renumber remaining items accordingly.

R Coyle moved to accept the agenda deletions and additions as presented, seconded by S Soby. Unanimously approved. MOTION CARRIED

3. Citizen's Comments - none

4. Consent Agenda

- a. Approve Minutes of the October 4, 2018 Regular Board of Selectmen Meeting
- b. Tax Abatements - none

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

5. Boards and Commissions - Interviews and/or Possible Appointments - none

6. Discussion and Possible Action on CT DEEP Recreational Trails Program Grant Application

J Gigliotti stated he is requesting the Board to authorize and endorse submitting the grant. This would be phase 2 of a previous grant awarded in 2015. Presented specifics of the grant which would link two trails.

S Soby moved to endorse and authorize the Planning & Zoning Department's submission of a trail grant application to the CT DEEP Recreational Trails Program, seconded by D Mizla. Discussion that the DOT will be a participant in the final design. There will also be a public informational session that will take place before final approvals. Unanimously approved. MOTION CARRIED.

7. Discussion and Possible Action on 12-Town Airline Trail Master Plan Grant Application

J Gigliotti stated this is an effort to increase usage and awareness of the 12 town airline trails. Presented the components of the branding initiative. R Coyle asked if other trails are paved, J Gigliotti answered no. There will be no town dollars expended on this initiative.

R Coyle moved to endorse and authorize 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, seconded by D Mizla. Unanimously approved. MOTION CARRIED

8. Discussion and Possible Action on Open Colchester Policy

S Soby moved to approve the Open Colchester Policy as presented, seconded by R Coyle. Unanimously approved. MOTION CARRIED. R Coyle thank S Soby for all his hard work on this policy.

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COLCHESTER, CT
2018 OCT 19 PM 12:00

9. Discussion and Possible Action on Proposal to Rename Pine Meadows Park Pond

J Gigliotti stated the resident purchased the 120 acre parcel, which includes the lake and dam. The owner is dealing with trespassers and feels it is due to the fact it is called 'Pine Park', indicating that it's a public park. There are several signs around the perimeter indicating it is private property and not to trespass. The name change would apply to the waterway and dam, and will out date maps, GIS, and state data, which may cause confusion. The U.S. Board on Geographic Names is looking for the towns governing body to generate feedback. S Soby stated he is not sure what the name change does in addressing the issue, as signage is currently posted.

S Soby moved that the Board of Selectmen's position on this request, as capsulated in response to U.S. Board on Geographic Names, is that they should render a decision without the Boards recommendation, seconded by D Mizla. Unanimously approved. MOTION CARRIED

10. Discussion on Possible Noise Ordinance

A Shilosky stated that the Police Dept. can deal with issues through citations and tickets vs implementing a noise ordinance. The PD will do what they need to do in accordance with C.G.S 7-148. The PD has in the past given out citations in regards to this issue. The Board agreed that due to the complication of developing an ordinance and the man power needed that using current resources would be preferable.

11. Discussion and Possible Action on Deputy Emergency Management Director

S Shilosky stated Sean Shoemaker is willing to do this as no cost to the town. He was previously EMD in Hebron, but not any longer. Position has been vacant for a few years.

S Soby moved to appoint Sean Shoemaker as Deputy Emergency Management Director, seconded by D Mizla. Unanimously approved. MOTION CARRIED

12. Discussion and Possible Action on Colchester Right to Farm Community Sign Initiative

S Soby stated the initiative is a collaboration between the Colchester Land Trust and the Colchester Agriculture Commission. Private properties are currently posting the signs. The initiative is to have the signs posted on exiting state signs upon entering town. Working with the DOT top ensure the signs meet regulations and gets approved by the state to post. Signs are not a cost to the town.

S Soby moved that the Board of Selectmen endorse Colchester's Right to Farm sign initiative as proposed by the Colchester Land Trust and Colchester Agriculture Commission, seconded by R Coyle. Unanimously approved. MOTION CARRIED

13. Discussion and Possible Action on Paramedic Program

A Shilosky gave the background on the paramedic service currently. Middlesex charges the town for the service. Chief Cox explained his request for the need for a paramedic program consultant, to help through the process of the application to start a paramedic program in town. S Soby clarified that the request is to hire a consultant, not an employee. The consultant position comes with no guarantee of future employment opportunity. In order to attain a consultant the process as outline in the Town Policy needs to be followed. J Ford stated that the scope of service needs to be put out to the public. A Shilosky stated that the requested funds would be an appropriation from fund balance.

S Soby move to approve on the conceptual basis the use of a consultant to help design the program, understanding that the cost is not to exceed \$30,000, with final approval based on the scope of work to be done and all available options considered to fund, seconded by R Coyle. Unanimously approved. MOTION CARRIED

14. Citizen's Comments – John Hoban commented on the proposed trail and his concerns for safety in certain areas.

15. First Selectman's Report

A Shilosky reported the process of the ambulance lease. Put out an RFP and bids were submitted and opened last week. However to save the cost in interest of \$32k, proposing using the \$92k earmarked for the ambulance and pay the remaining \$163 out of fund balance. (attachment) Consensus from the Board to go forward with the proposed fund balance option. Windham Ave has a 37 house subdivision with clubhouse being built. Received feedback from the COA that they are looking to have authority to sign documents. The Board agreed that the FS doesn't have authority to delegate signing.

16. Liaison Reports

D Mizla reported on BOE – update on WJ, demo almost complete and CES has their playground back. Reviewed open gov, superintendent had concern making sure accounts with students do not get identified. Dr. Hewes gave an update on student performance on standardized assessments.

S Soby gave kudos to the Young Republicans, Young Democrats and the Bacon Academy Debate Club for an excellent debate event.

Agriculture – recruitment discussion.

ZBA – parcel of land subdivision with a number of variances. Staff did a great job of researching. No hardship exists, according to state law, therefore denied.

Board of Health – Liz Davidson completed her masters of public health. Report to the state has been submitted and formally accepted. Hebron Fair revenue covered the cost of extra health department work. Working on sanitation hiring process and salary ranges. Food service regulations needed to be rewritten. Public Session to get the information out, along with social media campaign will happen. Establishments have been notified.

Planning & Zoning – Trails application endorsed. Right to Farm sign endorsed.

J Ford reported on Conservation – one application received to develop an addition to the Stop & Shop plaza and a freestanding building. DEEP trails project endorsed.

17. Adjourn

R Coyle moved to adjourn at 8:20 p.m., seconded by J Ford. Unanimously approved. MOTION CARRIED.

ATTACHMENT: Ambulance Lease

Respectfully submitted,

Tricia Dean, Clerk

Ambulance Lease

Funds deposited into Debt Service Fund

FY 17/18	46,720.00
FY 18/19	<u>45,260.00</u>

Total on hand	<u><u>91,980.00</u></u>
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Total cost - Ambulance	<u><u>255,000.00</u></u>
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Balance of funding to purchase	<u><u>163,020.00</u></u>
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Proposed lease

Principal	255,000.00
Interest	<u>32,893.20</u>

Total proposed lease payments	<u><u>287,893.20</u></u>
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Approximate annual funding per year	<u><u>39,200.00</u></u> 5 years
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Town of Colchester Interoffice Memo

To: Art Shilosky, First Selectman
From: James Paggioli, L.S., Director of Public Works 
CC:
Date: October 25, 2018
Re: Authorization to Sign Municipal Grants-In-Aid Certification

As part of State of Connecticut Legislative Session the continuation of Municipal Grants – In –Aid program to the municipalities of the State of Connecticut. The amount of this grant is \$39,009 and has been annually granted to the town for the recent past years. The funds may be utilized as detailed on the accompanying letter date October 15, 2018 from the State of Connecticut Office of Policy and Management. Typically the funds have been utilized to augment the Snow Removal Budget in years of higher than average snowfall amounts. It should be noted that the funds may also be utilized for other roadway maintenance or improvement work.

As part of the process to receive these funds, the First Selectman must be authorized to sign the Certification Form attached to the letter referenced above. I would recommend that this authorization occur.

Proposed Motion: That the Board of Selectmen authorize the First Selectman to sign the Certification form in order for the Town of Colchester to receive the FY 2019 Municipal Grant – In – Aid funds from the State of Connecticut, as detailed in the attached letter dated October 15, 2018 from the State of Connecticut Office of Policy and Management.



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

Date: October 29, 2018

To: Board of Selectmen

From: N. Maggie Cosgrove, CFO

Subject: Ambulance Financing

Background

Funding and authorization for the replacement of an ambulance to be financed through a lease purchase was included in the FY 2017-2018 and FY 2018-2019 adopted budgets. Funds totaling \$91,980 were included in these budgets and set aside in the Town's Debt Service Fund for future lease payments.

The actual total cost of the ambulance and related equipment is \$254,994.06. The Town issued a Request for Proposals on September 17, 2018 with responses due on October 11, 2018 for tax exempt lease purchase financing in the amount of \$255,000 over a period of 7 years. A total of three bids were received with the lowest interest rate proposed at 3.427%. With quarterly payments, total interest over the lease period would be \$32,893.20 under this proposal. Therefore, funding this purchase through a lease financing would require an annual appropriation of approximately \$39,200 to be included in the annual Town budget for fiscal years 2019-2020, 2020-2021, 2021-2022, 2022-2023 and 2023-2024.

Based on the Town's current financial position, an alternative financing plan was presented to the Board of Finance and Board of Selectmen in October 2018.

Recommendations

Appropriation of \$163,015 from General Fund Unassigned Fund Balance to "Transfer to Capital Projects Fund – Ambulance Purchase" (see attached additional appropriation).

Reallocation and transfer of \$91,980 previously appropriated and set aside to finance the purchase of an ambulance, from Debt Service Fund to Capital Projects Fund – Ambulance Purchase.

Reject all proposals received on October 11, 2018 in response to the Town's Request for Proposals – Tax Exempt Lease Purchase (Bid #2018-06).

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:


Account Number	Account Name	Amount
<input type="text" value="18501-36250"/>	<input type="text" value="Use of G/F Unassigned Fund Balance"/>	<input type="text" value="163,015"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

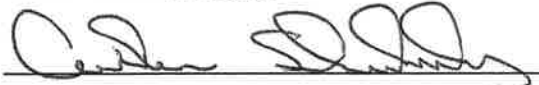
To:

<input type="text" value="18501-50500"/>	<input type="text" value="Transfer to Capital Fund - Ambulance"/>	<input type="text" value="163,015"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>


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



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

October 15, 2018

Dear Municipal/District Chief Executive Officer:

Public Act 17-2 Section 432, June Special Session, continues the Municipal Grants-in-Aid to provide grants to municipalities for the fiscal year ending June 30, 2019. Funds may be used as specified in Section 13a-175a(a) of the general statutes:

..to be used by the towns for construction, reconstruction, improvement or maintenance of highways, sections of highways, bridges or structures incidental to highways and bridges or the improvement thereof, including the plowing of snow , the sanding of icy pavements, the trimming and removal of trees, the installation, replacement and maintenance of traffic signs, signals and markings, and for traffic control and vehicular safety programs, traffic and parking planning and administration, and other purposes and programs related to highways, traffic and parking, and for the purposes of providing and operating essential public transportation services and related facilities.

Section 13a-175a(b) states that if a municipality wishes to use the funds for purposes other than those listed under Section 13a-175a(a); a waiver request must be sent to the Secretary of the Office of Policy and Management stating the purpose for which the grant will be used. Please note that although a municipality may not wish to use the funds for "town road" projects, the grant must be used for capital projects. The Secretary may either grant or deny the request.

If you will be using the fiscal year 2019 funds in accordance with Section 13a-175a(a), please complete the Certification below and return to: Martin L. Heft, Office of Policy and Management, Comprehensive Planning & Intergovernmental Policy Division, 450 Capitol Avenue, MS# 54GSU, Hartford, CT 06106-1379. If you will not be using the funds in accordance with the purposes listed under 13a-175a(a), please send a waiver request stating the purpose for which the grant will be used for the Secretary's consideration. Waiver requests should also be sent to the attention of Martin L. Heft. The Certification or waiver request should be submitted no later than December 3, 2018.

Please note that these funds may or may not be available for distribution, dependent on budget restrictions. A determination will be made prior to the end of each fiscal year. This certification is required at this time so that should funds be available, this office will be able to expeditiously make grant payments once that decision has been made.

Very truly yours,

[Handwritten signature]

Benjamin Barnes, Secretary

Certification

I am the Chief Executive Officer for the Municipality/District of _____ and have the authority to execute this certification on behalf of the Municipality/District. The funding to be received from the fiscal year 2019 Municipal Grants-in-Aid will be used as delineated in CGS §13a-175a(a).

By: _____ Title: _____

Signed at: _____ Connecticut, this _____ day of _____, 2018

Senate Bill No. 1502

(a) For the purposes described in subsection (b) of this section, the State Bond Commission shall have the power, from time to time, to authorize the issuance of bonds of the state in one or more series and in principal amounts not exceeding in the aggregate [eight hundred twenty-five million] nine hundred fifty million dollars, provided [thirty million] thirty-five million dollars of said authorization shall be effective July 1, [2016] 2018.

* Sec. 432. (*Effective from passage*) (a) For the purposes described in subsection (b) of this section, the State Bond Commission shall have the power from time to time to authorize the issuance of bonds of the state in one or more series and in principal amounts not exceeding in the aggregate one hundred twenty million dollars, provided sixty million dollars of said authorization shall be effective July 1, 2018.

(b) The proceeds of the sale of said bonds, to the extent of the amount stated in subsection (a) of this section, shall be used by the Office of Policy and Management for grants-in-aid to municipalities for the purposes set forth in subsection (a) of section 13a-175a of the general statutes, for the fiscal years ending June 30, 2018, and June 30, 2018. Such grant payments shall be made annually as follows:

Municipalities	FY 18	FY 19
Andover	\$2,620	\$2,620
Ansonia	85,419	85,419
Ashford	3,582	3,582
Avon	261,442	261,442
Barkhamsted	41,462	41,462
Beacon Falls	43,809	43,809
Berlin	786,396	786,396
Bethany	67,229	67,229
Bethel	282,660	282,660

Senate Bill No. 1502

Bethlehem	7,945	7,945
Bloomfield	1,701,347	1,701,347
Bolton	24,859	24,859
Bozrah	138,521	138,521
Branford	374,850	374,850
Bridgeport	1,031,564	1,031,564
Bridgewater	587	587
Bristol	2,486,925	2,486,925
Brookfield	118,281	118,281
Brooklyn	10,379	10,379
Burlington	15,300	15,300
Canaan	20,712	20,712
Canterbury	2,022	2,022
Canton	7,994	7,994
Chaplin	601	601
Cheshire	736,700	736,700
Chester	89,264	89,264
Clinton	191,674	191,674
* Colchester	39,009	39,009
Colebrook	550	550
Columbia	26,763	26,763
Cornwall		
Coventry	10,533	10,533
Cromwell	31,099	31,099
Danbury	1,726,901	1,726,901
Darien		
Deep River	104,136	104,136
Derby	14,728	14,728
Durham	153,897	153,897
Eastford	54,564	54,564
East Granby	537,454	537,454
East Haddam	1,696	1,696