

Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

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

RECEIVED
COLCHESTER, CT
2018 JAN 11 PM 3:30
John J. Blawie
TOWN CLERK

1. Call to Order
2. Additions to the Agenda
3. Citizen's Comments
4. Consent Agenda
 1. Approve Minutes of the December 7, 2017 Regular Board of Selectmen Meeting
 2. Approve Minutes of the December 21, 2017 Special Board of Selectmen Meeting
 3. Approve Minutes of the January 11, 2018 Special Board of Selectmen Meeting
 4. Commission on Aging – Linda Grzeika appointment from alternate member to regular member for a term to expire on 12/1/2020
 5. Park & Recreation Commission – Resignation of Tracy Loskant
 6. Tax Abatements
5. Recreation Manager Interviews
6. Boards and Commissions – Interviews and/or Possible Appointments
 - a. Youth Services Advisory Board – Heide Perham to be interviewed
 - b. Economic Development Commission – Steven Durel to be interviewed
7. Notification of Budget Transfers
8. Discussion and Possible Action on Fire Department Drone
9. Fire Marshal Report to the Appointing Authority
10. Discussion and Possible Action on P&Z Application for Open Space & Watershed Land Acquisition Program Grant
11. Discussion and Possible Action on Acquisition of Property at The Northwest corner of New London Road and Lake Hayward Road
12. Discussion and Possible Action on Surplus Equipment Disposal
13. Discussion and Possible Action on Contract with TVCCA for Senior Nutrition Site Server
14. Discussion and Possible Action on Adopting the Hazard Mitigation Plan 2017
15. Citizen's Comments

16. First Selectman's Report
17. Liaison Reports
18. Executive Session to Discuss a Legal Matter
19. Adjourn



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Selectmen Minutes
Regular Meeting Minutes
Thursday, December 7, 2017**

Colchester Town Hall, Immediately following the Town Meeting at 7pm

Members Present: First Selectman Art Shilosky, Selectman Stan Soby, Rosemary Coyle, Denise Mizla and Jim Ford.

Others Present: CFO M. Cosgrove, Town Clerk G. Furman, Tax Collector M. Wyatt, BOF R. Tarlov, A. Bisbikos, Registrar D. Mirwoka, L. Griezka, S. Shoemaker, L. Ackerman, BOE R. Besaw, M. Bylone, B. Bernier, Town Planner R. Benson, Public Works Director J. Paggioli and Clerk J. Campbell

1. Call to Order

A. Shilosky called the meeting to order at 7:05pm.

2. Additions to the Agenda

R. Coyle moved to add item #12 discussion and possible action on replacement copier for assessor and tax collector and renumber the remaining items accordingly to the agenda, seconded by D. Mizla. Unanimously approved. MOTION CARRIED.

3. Citizen's Comments

A. Bisbikos spoke in favor of the opengov software. See attached statement.

4. Consent Agenda

1. Approve Minutes of the November 16, 2017 Regular Board of Selectmen Meeting

2. Commission on Aging – Linda Grzeika appointment as an alternate member for a term to expire on 12/31/2019

3. Open Space Advisory – Linda Grzeika appointment for a term to expire on 3/31/2019

4. Sewer & Water – Resignation of Mike Egan

5. Economic Development Commission – Resignation of James Ford

6. Planning & Zoning

a. Mark Noniewicz reappointment for a three-year term to expire on 12/31/2020

b. Jason Tinelle reappointment for a three-year term to expire on 12/31/2020

7. Approval on 2017 Homeland Security Grant Program

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

5. Budget Transfers

D. Mizla moved to approve the 16/17 FY budget transfers, seconded by S. Soby. Unanimously approved. MOTION CARRIED.

6. Discussion and Possible Action on Strategic Plan for the Department of Senior Services

S. Soby moved to approve the strategic plan (2017-2022) for the Department of Senior Services, seconded by D. Mizla. Unanimously approved. MOTION CARRIED

7. Discussion and Possible Action on Grant Purchase of Wheelchair-Accessible Motor Vehicle

S. Soby moved to approve the agreement between the State of Connecticut and the Town of Colchester for a cash grant toward the purchase of a wheelchair accessible motor vehicle(s) for elderly and/or disabled persons transportation programs, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.

8. Discussion and Possible Action on Transfer Station Take2 Inc. Electronics Proposal

R. Coyle moved to approve the proposal and utilize Take 2 Inc. of Waterbury, CT for the electronics recycling services and other services as provided in the attached proposal dated 11-28-2017 at the Transfer Station; and that Fee structure for CFC containing appliances be changed from \$10.00 per appliance to \$0.00 per appliance, for receiving of these appliances at the Colchester Transfer Station, seconded by S. Soby. Unanimously approved. MOTION CARRIED.

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COLCHESTER
2017 DEC - 08 PM 1:16

9. Discussion and Possible Action on Well 3 Design Contract

S. Soby moved to, acting upon recommendation of the Sewer and Water Commission, award the design portion of the Well #3A replacement project, as detailed in tasks 1-6 of the fee proposal dated July 14, 2017, to Weston and Sampson in accordance with the Weston and Sampson response to RFP 2015-16 and proposal for engineering services for the permitting and design of well 3A dated July 14, 2017, in the amount of \$83,000, and authorize the First Selectman to sign all necessary documents, seconded by D. Mizla. Unanimously approved. MOTION CARRIED.

10. Discussion and Possible Action on Opengov

R. Tarlov spoke in favor of Opengov. The BOF is limited in ability to get data to complete their job. Many hours have been spent researching this company as well as other companies. BOF even contacted towns currently using the software to gain their opinions. R. Tarlov is asking the BOS is table this vote until further information can be presented to them. S. Soby moved to table this discussion until further information is available, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.

11. Discussion and Possible Action on Election of Vice Chair

S. Soby nominated R. Coyle for Vice-Chair of the Board of Selectmen, seconded by D. Mizla. Unanimously approved. MOTION CARRIED.

12. Discussion and Possible Action on Replacement copier for Assessor & Tax Collector

R. Coyle moved to approve the 5 year lease agreement with Ricoh USA, Inc. under the U.S. Communities Master Lease Agreement and authorize the First Selectman to sign all necessary documents, seconded by S. Soby. Unanimously approved. MOTION CARRIED.

13. Citizen's Comments-none

14. First Selectman's Report

A. Shilosky stated that since the board members were all present at the previous nights BOF meeting, there was no need to restate what was said there.

15. Liaison Reports

S. Soby reported on ZBA- 2 site light variances' were brought before the board. Distances the town has in regulations are greater than that of DOT. Town engineer recommended the approval of both variances'. Planning & Zoning- made adjustments to livestock in rural zones. 1 acre per animal unit beyond the lot size for the home.

D. Mizla reported on BOE- Don Levine was recognized as 2017 elementary P.E. teacher of the year. The new interim superintendent will begin 1/1/18. The search is still ongoing for a permanent hire. YSS- appointed a new chair Kathy Wonderly. Resolution race is coming up on 1/1. They are preparing for the LPC grant, unsure if they will be getting it due to the budget concerns at the state.

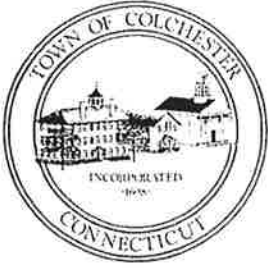
A. Shilosky stated that the next December meeting will be cancelled and for everyone to have a happy and safe holiday.

16. Adjourn

J. Ford moved to adjourn the December 7, 2017 meeting at 7:44 pm, seconded by D. Mizla. Unanimously approved. MOTION CARRIED.

Respectfully Submitted,

Joanie Campbell, Clerk



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Board of Selectmen Minutes
Special Meeting Minutes
Thursday, December 21, 2017
Colchester Town Hall @ 11am

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

MEMBERS ABSENT: none

OTHERS PRESENT: CFO M Cosgrove and Clerk T Dean

1. Call to Order

First Selectman A Shilosky called the meeting to order at 11:02 a.m.

2. Discussion and Possible Action on Sale of Bond Anticipation Notes for WJJMS Project

R Coyle inquired to when the town goes for a long term bond. M Cosgrove answered that this is a three note sale before the bond sale. This is bond anticipation note number two. When the notes are complete then we do bonding.

R Coyle moved to move forward with sale of bond anticipation notes for the WJJMS project in the amount of \$20,850,000 to mature on October 2018, seconded by S Soby. Unanimously approved. MOTION CARRIED

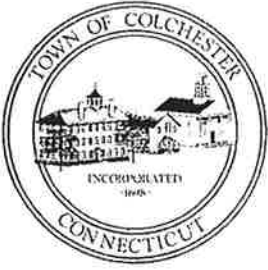
3. Adjourn

S Soby moved to adjourn at 11:07 a.m., seconded by R Coyle. Unanimously approved. MOTION CARRIED.

Respectfully submitted,

Tricia Dean, Clerk

RECEIVED
COLCHESTER, CT
2017 DEC 21 PM 12:33
Rosemary Coyle
Clerk



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Board of Selectmen Minutes
Special Meeting Minutes
Thursday, January 11, 2018
Colchester Town Hall @ 1:30pm

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

MEMBERS ABSENT: none

OTHERS PRESENT: R Goldstein and Clerk T Dean

1. Call to Order

First Selectman A Shilosky called the meeting to order at 1:30pm

- 2. Discussion and Possible Action on Colchester Community Theatre ZFX Flying Effects Service Agreement**
R Coyle inquired if the town has no liability. R Goldstein confirmed that there was changes made to make it clear the town gets appropriate releases from participants. Necessary certificate of insurance has been provided. J Ford inquired about cross indemnification and if the carrier will cover damages in transit. R Goldstein verified that our insurance consultant has reviewed and is comfortable with language and that the owners of the equipment are contracting the shipment in both directions. J Ford inquired about the waiver and indemnification agreement signed by participants. Asked for the language to be changed to match the service contract language.

J Ford moved to approve the contract with ZFX Flying Effects Service Agreement, subject to language change in the waiver and indemnification agreement for participants to add in #5..after arising out of '*negligence*', and authorize the First Selectman to sign all necessary documents, seconded by S Soby. Unanimously approved. MOTION CARRIED

3. Adjourn

R Coyle moved to adjourn at 1:47p.m., seconded by J Ford. Unanimously approved. MOTION CARRIED.

Respectfully submitted,

Tricia Dean, Clerk

RECEIVED
COLCHESTER, CT
2018 JAN 11 PM 3:30
J. Ford
CLERK

Commission on Aging-7 Members, 2 Alternates, 3 year terms

<i>Position</i>	<i>Name</i>	<i>Party</i>	<i>Phone</i>	<i>E-mail</i>	<i>Expiration Date</i>
Chair	Jean Stawicki	D	860-537-2013	stawickilaw@snet.net	12/1/2018
Vice Chair	Eleanor Phillips	U	860-531-9388	ephillips525@msn.com	12/31/2019
Member	Jennifer DeHay	D	860-537-8765	jrdehay@snet.net	12/31/2018
Member	Roberta Avery	R	860-537-1889	roberta.avery@snet.net	12/1/2020
Member	Goldie Liverant	D	860-537-2151	goldieliverant@att.net	12/31/2019
Member	VACANT				12/1/2017
Member	Marjorie Mlodzinski	U	860-603-2047	mmlodzini@yahoo.com	12/1/2018
Alternate	VACANT				12/1/2018
Alternate	Linda Grzeika	R	860-537-5560	grzeika@me.com	12/31/2019
Clerk	Michelle Komoroski	n/a	860-537-9105	rmtdkomo@sbcglobal.net	

more to regular member

Tricia Dean

From: Art Shilosky
Sent: Tuesday, January 9, 2018 8:36 AM
To: Tricia Dean
Subject: Fw: Park and Recreation Commission

From: Tracy Loskant <laxtrix@live.com>
Sent: Monday, January 8, 2018 6:55 PM
To: Art Shilosky; Eric Kundahl
Subject: Park and Recreation Commission

Dear Mr. Shilosky,

I have been part of the Park and Recreation Commission for the Town of Colchester for several years. At this time I am stepping down from this Committee.

I have enjoyed being a part of a very dedicated group of people that work effortlessly in order to help maintain the recreation programs for the town of Colchester.

Thank you,
Tracy Loskant

FY 17/18

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Tax Collector

Reason for Request: Vacancy from an employee resignation. Temporary help needed to cover office when training and transition new staff thru tax season.

Reason for Available Funds: Assistant Tax Collector resigned.

From:	Account Number	Account Name	Amount
	40101	Regular Payroll	6,370

To:	Account Number	Account Name	Amount
	40105	Contr Temp Occas	6,370

Jan 11, 2018
Date Requested

Michele Wyatt
Department Director or Supervisor - Signature

Print Name Michele Wyatt

11/11/18
Date Reviewed
Approved

[Signature]
Chief Financial Officer

1-11-18
Date Approved

[Signature]
First Selectman

Date ~~Approved~~
Notified

Board of Selectmen Clerk

Date ~~Approved~~
Notified

Board of Finance Clerk

DARTDRONES



Certificate of Training

Presented to

Sean C. Shoemaker

For the successful completion of the **DARTDRONES**
In-Person Part 107 Test Prep Course

A handwritten signature in black ink, appearing to read 'Abby Speicher', is written over a horizontal line.

Abby Speicher
Chief Executive Officer

September 23, 2017

Date

DARTDRONES



Certificate of Training

Presented to

Sean C. Shoemaker

For the successful completion of the **DARTDRONES**
Hands-On Drone Pilot Training

A handwritten signature in black ink, appearing to read 'Abby Speicher', written over a horizontal line.

Abby Speicher
Chief Executive Officer

September 23, 2017

Date

I UNITED STATES OF AMERICA XI
DEPARTMENT OF TRANSPORTATION • FEDERAL AVIATION ADMINISTRATION



IV NAME
SEAN CHARLES SHOEMAKER

V ADDRESS 22 DEER RUN DR
COLCHESTER CT 06415-1805

U

VI NATIONALITY USA SEX HEIGHT WEIGHT HAIR EYES
IVa D.O.B. 30 OCT 1960 M 69 190 BROWN BROWN

IX HAS BEEN FOUND TO BE PROPERLY QUALIFIED TO EXERCISE THE PRIVILEGES OF

A

I REMOTE PILOT
II CERTIFICATE NUMBER 4057506
X DATE OF ISSUE 5 OCT 2017

S

XIV

VII

Signature
ADMINISTRATOR



Small UAS Certificate of Registration

Name: Colchester Fire Department

Manufacturer: DJI

Model: Phantom 4

Serial Number: 07DJDA60C10620

Certificate Number: FA3YCNW9MW

Issued: 09/25/2017 Expires: 09/25/2020



For U.S. citizens, permanent residents, and certain non-citizen U.S. corporations, this document constitutes a Certificate of Registration. For all others, this document represents a recognition of ownership.

For all holders, for all operations other than as a model aircraft under sec. 336 of Pub. L. 112-95, additional safety authority from FAA and economic authority from DOT may be required.

This Small UAS Certificate of Registration is not an authorization to conduct flight operations with an unmanned aircraft. Operations must be conducted in accordance with the applicable FAA requirements. The operator of the aircraft is responsible for knowing and understanding what those requirements are. For more information on flying for non-model purposes, please visit the FAA website at www.faa.gov/uas



**Federal Aviation
Administration**

American Alternative Insurance Corporation

Policy Number
VFIS-TR-2064093-08/003

THIS ENDORSEMENT CHANGES THE POLICY. Policy Period: From 07-01-2017
PLEASE READ IT CAREFULLY. To 07-01-2018
COMMON POLICY CHANGE ENDORSEMENT

Named Insured TOWN OF COLCHESTER

Effective Date: 11-20-17
12:01 A.M., Standard Time

Agency Name VFIS

This endorsement will not be used to decrease coverages, increase rates or deductibles or alter any terms or conditions of coverage unless at the sole request of the insured.

COVERAGE PART INFORMATION – Coverage parts affected by this change as indicated by below.

- Property
- Crime
- Portable Equipment
- Auto
- General Liability
- Management Liability
- Excess

The following item(s):

- | | |
|--|---|
| <input type="checkbox"/> Insured's Name | <input type="checkbox"/> Insured's Mailing Address |
| <input type="checkbox"/> Policy Number | <input type="checkbox"/> Company |
| <input type="checkbox"/> Effective/Expiration Date | <input type="checkbox"/> Insured's Legal Status/Business of Insured |
| <input type="checkbox"/> Payment Plan | <input type="checkbox"/> Premium Determination |
| <input type="checkbox"/> Additional Interested Parties | <input type="checkbox"/> Coverage Forms and Endorsements |
| <input type="checkbox"/> Limits/Exposures | <input type="checkbox"/> Deductibles |
| <input type="checkbox"/> Covered Property/Location Description | <input type="checkbox"/> Classification/Class Codes |
| <input type="checkbox"/> Rates | <input type="checkbox"/> Underlying Exposure/Insurance |

is (are) changed to read **{See Additional Page(s)}**

THE FOLLOWING DRONE HAS BEEN ADDED TO THE POLICY:
DJC PHANTOM 4, SERIAL #07DJDAG0C10620, VALUE \$1,400

THE FOLLOWING FORM(S) HAVE BEEN ADDED TO THE POLICY:
PE1012, (06-2017), UNMANNED AIRCRAFT EXTENSION
VGL320, (06-2017), UNMANNED AIRCRAFT EXTENSION
CXEG0329, (06-2017), UNMANNED AIRCRAFT LIABILITY COVERAGE SUBLIMIT

The above amendments result in a change in the premium as follows:

This premium does not include taxes and surcharges.

<input checked="" type="checkbox"/> No Changes	<input type="checkbox"/> To be Adjusted at Audit	Additional	Return
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Tax and Surcharge Changes

For New York, Tax and Surcharges do not apply.
For New York, the NY Motor Vehicle Law Enforcement Fee and/or NY Fire Fee may be included.

Additional

Return

Countersigned By:

John Q. Kolan

AUTHORIZED AGENT

American Alternative Insurance Corporation

Policy Number
VFIS-TR-2064093-08/003

COMMON POLICY CHANGE ENDORSEMENT

Policy Period: From 07-01-2017
To 07-01-2018

Named Insured TOWN OF COLCHESTER

Effective Date: 11-20-17
12:01 A.M., Standard Time

Agency Name VFIS

POLICY CHANGES ENDORSEMENT DESCRIPTION (CONT'D)

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME

REMOVAL PERMIT

If this policy includes the Commercial Property Coverage Part, the following applies with respect to the Coverage Part:

If Covered Property is removed to a new location that is described on this Policy Change, you may extend this insurance to include that Covered Property at each location during the removal. Coverage at each location will apply in the proportion that the value at each location bears to the value of all Covered Property being removed. This permit applies up to 10 days after the effective date of this Policy Change; after that, this insurance does not apply at the previous location.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

UNMANNED AIRCRAFT COVERAGE

This endorsement modifies insurance provided under the following:

GENERAL LIABILITY COVERAGE PART

- A. The first paragraph of Exclusion 2.h. **Aircraft, Auto Or Watercraft** under **Section I. Coverages, Coverage A. Bodily Injury and Property Damage Liability** is replaced by the following:

"Bodily injury" or "property damage" arising out of the ownership, maintenance, use or entrustment to others of any aircraft (other than "unmanned aircraft"), "auto" or watercraft owned or operated by or rented or loaned to any insured. Use includes operation and "loading or unloading". This exclusion does not apply to:

- B. The following exclusion is added to **Section I. Coverages, Coverage A. Bodily Injury and Property Damage Liability**, Exclusions Applicable to Coverage A:

Unmanned Aircraft

"Bodily injury" or "property damage" arising out of the ownership, maintenance or use of an "unmanned aircraft" while:

- (1) Rented, leased or loaned to others without an operator who is your "employee" or "volunteer worker";
- (2) Used in any professional or organized racing or demolition contest or stunting activity, or while practicing or preparing for such contest or activity; or
- (3) Not used in the insured's operations.

- C. The following definition is added to **Section V. Definitions**:

"Unmanned aircraft" means an aircraft weighing 15 pounds or less that is not:

- a. Designed;
- b. Manufactured; or
- c. Modified after manufacture;

to be controlled directly by a person from within or on the aircraft.

"Unmanned aircraft" includes equipment used with such "unmanned aircraft", provided such equipment is attached to or essential for its operation.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

UNMANNED AIRCRAFT LIABILITY COVERAGE SUBLIMIT

This endorsement modifies insurance provided under the following:

COMMERCIAL EXCESS LIABILITY COVERAGE PART

SCHEDULE

Unmanned Aircraft Liability Each Occurrence Limit Of Insurance:	\$1,000,000
Unmanned Aircraft Liability Aggregate Limit Of Insurance:	\$1,000,000
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. This insurance applies to "injury or damage" attributable to "unmanned aircraft" only to the extent that valid "controlling underlying insurance" for such "unmanned aircraft" exists or would have existed but for the exhaustion of underlying limits. Coverage provided will follow the provisions and exclusions of the applicable "controlling underlying insurance" unless otherwise directed by this insurance.

B. The following is added to **Section II – Limits Of Insurance**:

(1) The Unmanned Aircraft Liability Aggregate Limit of Insurance shown in the Schedule of this endorsement is the most we will pay for the sum of all "ultimate net loss" for all "injury or damage" attributable to "unmanned aircraft" covered under this Coverage Part.

(2) Subject to Paragraph B.(1) above, the Unmanned Aircraft Liability Each Occurrence Limit of Insurance shown in the Schedule of this endorsement is the most we will pay for the sum of all "ultimate net loss" under this insurance because of all "injury or damage" arising out of any one "event" attributable to "unmanned aircraft" covered under this Coverage Part.

The above described limits of insurance in paragraphs B.(1) and B.(2) are subject to, and not in addition to, the Aggregate Limit or Products-Completed Operations Aggregate Limit shown in the Declarations page of this policy. Any payments under the Unmanned Aircraft Liability Aggregate Limit of Insurance and Unmanned Aircraft Liability Each Occurrence Limit of Insurance will erode the Aggregate Limit or Products-Completed Operations Aggregate Limit.

C. The following definition is added to **Section IV – Definitions**:

"Unmanned aircraft" means an aircraft weighing 15 pounds or less that is not:

1. Designed;
2. Manufactured; or
3. Modified after manufacture;

to be controlled directly by a person from within or on the aircraft.

"Unmanned aircraft" includes equipment used with such "unmanned aircraft", provided such equipment is attached to or essential for its operation.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

UNMANNED AIRCRAFT EXTENSION

This endorsement modifies insurance provided under the following:

PORTABLE EQUIPMENT COVERAGE FORM

A. The following extension is added to Section II. Extensions of Portable Equipment Coverage:

"Unmanned Aircraft"

- a. We will pay for direct physical loss or damage to "unmanned aircraft" owned by you or furnished to you for your regular use, resulting from a "covered cause of loss".
- b. Coverage is not provided:
 - (1) While "unmanned aircraft" is rented, leased, or loaned to others without an operator who is your "employee" or volunteer; or
 - (2) While being used in any professional or organized racing or demolition contest or stunting activity, or while practicing or preparing for such contest or activity; or
 - (3) While not used in the insured's operations.
- c. Subject to the limit shown in d., below, we will pay the "replacement cost" of the lost or damaged "unmanned aircraft" in excess of the deductible, but not more than the lesser of:
 - (1) The amount which you actually spend to repair or replace the lost or damaged "unmanned aircraft" with "unmanned aircraft" of comparable kind and quality; or
 - (2) The "replacement cost" of the lost or damaged "unmanned aircraft".
- d. The most we will pay under this extension in any one occurrence is \$25,000.
- e. A \$500 deductible applies to this extension.

B. The following changes are made to Section VI. Portable Equipment Coverage Definitions:

1. The definition of "aircraft" is replaced with the following:

"Aircraft" means aircraft, other than "unmanned aircraft", except those that are:

- (1) on the ground for display or instructional purposes;
- (2) not self-propelled; and
- (3) not certified for flight.

However, this does not include detached aircraft engines, parts, accessories and equipment.

2. The following definition is added:

"Unmanned aircraft" means an aircraft weighing 15 pounds or less, that is not:

- a. Designed;
- b. Manufactured; or
- c. Modified after manufacture;

to be controlled directly by a person from within or on the aircraft.

"Unmanned aircraft" includes equipment used with such "unmanned aircraft", provided such equipment is attached to or essential for its operation. Payload (camera) is included only when in connection to, stored with, or in use with the drone.

3. Item (3) under the definition of "personal effects" is replaced by the following:
(3) "aircraft" or "unmanned aircraft".

4. Item (9) under the definition of "portable equipment" is replaced by the following:
(9) "aircraft" or "unmanned aircraft", except as provided for in the "Unmanned Aircraft" extension.



Colchester Fire Department

Office of the Fire Marshal

January 2, 2018

From: Sean Shoemaker, Fire Marshal

To: Art Shilosky, First Selectman

Subj: CFD Unmanned Aerial System Pilot Training

Art,

In reference to the question if the FD has a backup UAS pilot, the answer is that we currently have two (2) personnel completing the FAA Part 107 certification process. I would expect that once we get operational that there will be more personnel interested in getting their FAA certification.

Please let me know if there are any other questions concerning the UAS program.



Colchester Fire Department

Office of the Fire Marshal

BOS 18th

OK
WJC

1.2.2018

#8

Colchester Fire Marshal's Office

Annual Report to the Appointing Authority for 2017

The Town of Colchester currently has the following properties that are required by CGS 29-305 to be inspected by the local fire marshal. Residential properties (other than 1 and 2 family dwellings) are required to be inspected annually and commercial properties are required to be inspected on a varying basis based on use classification.

Residential properties are required to be inspected by statute based on the construction of the building regardless of ownership. What this means is even though a building may be condominiums by ownership it is still required to be inspected if the construction meets the requirements of the CSFSC. Commercial property inspections vary from annual for assembly occupancies (restaurants, movie theaters) to every 4 years for industrial and storage.

CT State Required Inspections (This is number of units, not individual buildings.)

Residential – 817

Commercial – 433 (345 – Every 3 Years, 23 – Every 2 Years, 65 – Annual)

Inspections Completed During the Period Jan - Dec 2017

Residential – 436 Violations Identified – 183

Commercial – 136 Violations Identified – 181

Note: The number of violations identified is actually larger than the number quoted above as some occupancy's had so many problems that they were identified as "throughout" and I used that line item as one (1) violation for my report.

Also of note is that the number of completed inspections only reflects the initial inspection of the properties. Every property that has a violation that is abated requires a re-inspection to ensure correction of the violation. At any one time there are 10-20 properties on the re-inspection list that I am either waiting on the 30 day period for correction or waiting to hear from the property owner that the violation(s) have been corrected.



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

MEMORANDUM

January 11, 2018

To: Colchester Board of Selectmen

From: Jay Gigliotti, Wetlands Enforcement Officer *JRG*

Re: Colchester Planning and Zoning Department Application for Open Space & Watershed Land Acquisition Program Grant Application

The Planning and Zoning Department intends to and is preparing to submit an application to the Connecticut Department of Energy & Environmental Protection (CT DEEP), Open Space & Watershed Land Acquisition Grant Program (OSWA). This application shall be made to acquire funding for the purchase of 541 Lebanon Avenue, Colchester CT, as Open Space land.

The OSWA program is an annual grant program sponsored by the CT DEEP and is to provide funding to municipalities and nonprofit groups to purchase Open Space or Water Supply lands. The Town of Colchester has previously applied for, and received OSWA grants in the past. Most recently was the purchase of 10.21 acres of vacant land on Dutton Road, known as the "Moroch Property".

The Colchester Planning and Zoning Department is proposing to submit an OSWA grant application to fund the Town's purchase of 55 acres on Lebanon Avenue (Route 16) as Open Space. The 55.26 acre property, known as 541 Lebanon Avenue, Assessor's Map 06-02 Lot 007-000, is located on the north side of Lebanon Avenue (Route 16), approx. 1,200 past the entrance to Jurach Road. The property was previously used for farming and agricultural uses and the single residence on the property was recently taken down.

The property scores extremely high in the town's evaluation criteria for potential Open Space acquisitions. The high score was achieved due to the property's proximity to existing open space, the number of cultural and environmental resources and the property is located within the State Designated "Sherman's Brook Greenway". The property contains a significant wetlands system, including and a number of small tributaries feeding Sherman's Brook. These features provides for excellent habitat and contributes to the rural character of the area.

The OSWA application shall be to acquire the 55.26 acres for a purchase price not to exceed \$100,000, of which the Town would utilize approx. \$40,000 from the Open Space Acquisition and Fee in Lieu accounts and the grant would fund the remaining balance. The recommended motion is only for the endorsement of the P&Z Dept.'s OSWA grant application. Should the grant be awarded, the P&Z Dept. would then seek approval to utilize the Open Space funds to purchase the property.

Recommended Motion: The Colchester Board of Selectmen motions to endorse the Planning & Zoning Department's submission of an Open Space & Watershed Land Acquisition Grant Program application to the CT DEEP for the purchase of 541 Lebanon Avenue (Route 16).

Attachments:

-Property Map 1 & 2

Town of Colchester

Geographic Information System (GIS)



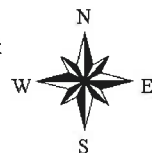
Date Printed: 1/10/2018



MAP DISCLAIMER - NOTICE OF LIABILITY

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Approximate Scale: 1 inch = 400 feet



Town of Colchester Interoffice Memo

To: Art Shilosky, First Selectman
From: James Paggioli, L.S., Director of Public Works 
CC:
Date: January 11, 2018
Re: Recommendation for Acquisition of Property at The Northwest corner of New London Road and Lake Hayward Road

As the final issue regarding the STEAP Grant/ Sewer and Water Extension/ConnDOT Maintenance Facility/Route 85 Culvert Replacement projects, the final disposition of the property at the northwest corner of New London Road and Lake Hayward Road. (reference Map and legal description attached) Presently the Town owned Sewer Pump station occupies the property by virtue of an easement over the land presently owned by the State of Connecticut. The property had been previously identified and submitted to General Assembly Conveyance in February of 2014.

Earlier in 2017, Special Act No 14-13 and ConnDOT action has offered the premises to the Town of Colchester for the nominal fee of \$1000 associated with the conveyance. Since the primary occupant of the 1.397 +/- acre parcel is the Sewer Pump Station. The Sewer and Water Commission at its January 11, 2018 meeting, recommended to the Board of Selectmen acting as the Colchester Water Pollution Control Authority, to appropriate \$1000.00 from the Sewer Capital Fund for the fee to be paid to the State of Connecticut for the Acquisition of the 1.397 +/- Acre parcel at the northwest corner of New London Road and Lake Hayward Road. Copies of the minutes of that meeting are attached.

Proposed Motion: That Board of Selectmen acting as the Colchester Water Pollution Control Authority, appropriate \$1000.00 from the Sewer Capital Fund for the fee to be paid to the State of Connecticut for the acquisition of the 1.397 +/- Acre parcel at the northwest corner of New London Road and Lake Hayward Road and authorize the First Selectman to sign all necessary documents.



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546

Phone:

(860) 594-2460

January 18, 2017

The Honorable Art Shilosky
First Selectman
Town of Colchester
127 Norwich Avenue
Colchester, Connecticut 06415

Dear First Selectman Shilosky :

Subject: State Land –Colchester
File No.: 28-109-9A
Special Act No. 14-23

Please be advised that the Department of Transportation (Department) has completed the approval process for the conveyance 1.397+/- acres of vacant land, pursuant to Section 9 of Special Act No. 14-23 of the Connecticut General Assemble and is now ready to close. A copy of the Special Act is enclosed for your records. There is a \$1,000.000 fee associated with this conveyance. Please send a Certified Bank Check made out to the "Treasurer, State of Connecticut", for this amount.

Enclosed are a copy of the executed deed and two copies of the closing report. Please sign both copies of the closing report and forward them to this office along with the above required check.

Upon receipt of the above, our office will send you, by Express Mail, a copy of the closing report, the original executed deed, and a real estate conveyance tax form.

Should you have any questions, please contact me at the above-noted address or telephone number.

Very truly yours,

Margaret M. Kelley
Property Agent II
Property Management Section
Division of Rights of Way

Enclosures

Margaret M. Kelley
bcc: Amy Martinez-David Redding
Workflow-Scan Copy



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Department of Public Works – Colchester Sewer and Water Commission

Ms. Shannon McCarthy
Associate Legislative Attorney
Legislative Commissioner's Office
Legislative Office Building – Room 5500
Hartford, CT 06106

February 13, 2014

Re: Response to Connecticut General Assembly Conveyance Questionnaire

Dear Ms. McCarthy,

Responses to the Connecticut General Assembly Conveyance Questionnaire are provided herein for the parcel of property that the Town of Colchester is attempting to have conveyed to the Town from the State of Connecticut Department of Transportation. The premises is located at the northwest corner of New London Road (Conn. Route 85) and Lake Hayward Road (State Road 637).

Response 1.A. – See attached Compilation Plan prepared by the Department of Transportation. Additionally a metes and bounds description is attached here with.

Response 1.B. – The premises has not had an individual current appraisal of the parcel requested since the parcel is a portion of land that had been declared excess from the Route 2 and Route 11 highway construction takings that occurred in 1963. The Department of Transportation Office of Right of Way may have an individual parcel appraisal conducted at the time the Compilation Plan was prepared in 2008.

Response 2: No.

Response 3.A.: There is not an assigned tax Assessor's Map Block and Lot number for the requested parcel, since presently it is still included within the taking areas for the Route 2 and Route 11 Highways. The proposed "Release line" and proposed "Highway Line" are the first attempts by the Department of Transportation to separate out the excess property from the Highway property takings that occurred in 1963. Please see attached metes and bounds description.

Response 3.B.: 1.397 Acres

Response 3.C.: State of Connecticut Department of Transportation.

Response 3.D: None. The premises is already been fenced off in conjunction with State of Connecticut Department of Transportation Project 28-183.

Response 3.E.: The Municipality would request that no costs be associated with the transfer of the property since as part of the State of Connecticut Project 28-183, the Municipality paid for all design cost, though grant funds, for the Extension of the Municipal Water System, Municipal Sewer System and Municipal Sewage Pump Station that now exists on the subject parcel, and serves the State of Connecticut Department of Transportation newly Constructed Maintenance and Repair Facility (said Project 28-183). The Municipality has previously

taken over the ongoing operation costs and maintenance cost of the Water, Sewer and Pump Station improvements that exist on the requested parcel and has incorporated them into the Town's infrastructure system.

Response 3.F.: The property requested will be utilized to operate a Sewage Pump Station that serves the State of Connecticut facility and the town's public water distribution and sewer collection systems that also serves public and private properties within the area. The property may also be utilized for additional public safety operations in the future.

Response 3.G.: The Municipality would agree to a reversionary clause if the premises is not utilized for at least one of the uses described in response 3.F.

Response 3.H.: The Municipality has previously made contact and consulted with the Department of Transportation in regard to conveyance. The request has been successful to the extent that the Department of Transportation has prepared all surveying and mapping for the conveyance to occur (since 2008), and through inter-government cooperation, worked in conjunction with the Town of Colchester to coordinate the improvements that have been constructed upon the premises through the State of Connecticut Project 28-183.

Response 3.I.: All work that designed to occur on the requested premises as part of the State of Connecticut Project 28-183 has been completed and accepted by the Town of Colchester. The Legislative Action is required in order to finalize the process of the conveyance.

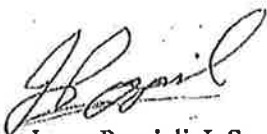
Response 3.J.: The premise is part of the original Route 2 and 11 property takings conducted by the State of Connecticut Department of Transportation in 1963 and has remained under the control of the Department of Transportation. See DOT Right of Way file 28-109-9. The property title has remained unchanged since the original taking occurred and in fact separate highway lines for the westerly portion of New London Road (Route 85) and the northerly portion of Lake Hayward Road (State Road 637) have not been established until the State Project 28-183 required that the requested premises be separated from the overall premise that was obtained in 1963 as part of the highway construction of Route 2 and Route 11. No further Title Search has been conducted by the Municipality due to the length of time that the State of Connecticut have owned the property and that the taking in 1963 by the Department of Transportation followed all applicable laws and regulations in regard to Property Acquisitions on Federally Funded Transportation Projects.

Response 3.K.: The property that is requested to be conveyed to the Town of Colchester will be subject to 1) An Easement to Maintain Endwall Reserved in Favor of the State of Connecticut; 2) an Easement to Drain in Favor of The State of Connecticut or it's Assigns; 3) any regulations regarding Inland Wetlands and Watercourses.

Response 3.L.: Town of Colchester, A Municipal Corporation.

Response to Question Labeled 3 again: James Paggioli, L.S., Director of Public Works, Town of Colchester, 127 Norwich Avenue, Colchester, CT 06415, Phone: 860-537-7288, Fax: 860-537-7273; E-mail: publicworks@colchesterct.gov

Response 4: Representative Melissa Ziobron, Representative Linda Orange, Senator Art Linares



James Paggioli, L.S.
Director of Public Works
Town of Colchester
Att. (Org. Questionnaire, Map, Metes & Bounds)

The Connecticut General Assembly

Legislative Commissioners' Office

Edwin J. Maley Jr.
Commissioner
William A. Hamzy
Commissioner
Larry Q. J. Shapero
Director



Legislative Office Building
Suite 5500
Hartford, Connecticut
06106-1591
(860) 240-8410
fax (860) 240-8414
e-mail: lco@cga.ct.gov

The attached conveyance questionnaire should be completed by the municipality, land trust or other entity that is seeking legislation for the conveyance of state land. The Connecticut General Assembly needs this information in order to draft the legislation and to review the requested conveyance.

Please return the completed questionnaire to:

Shannon McCarthy
Associate Legislative Attorney
Legislative Commissioners' Office
Legislative Office Building – Room 5500
Hartford, CT 06106

FAX: (860) 240-8414

E-MAIL: shannon.mccarthy@cga.ct.gov

If you have any questions, please call Shannon McCarthy at (860) 240-8410.

**CONNECTICUT GENERAL ASSEMBLY
CONVEYANCE QUESTIONNAIRE**

1. **Please submit the following documents:**
 - A. The best available legal map of the property.

 - B. An appraisal of the value of the property. If an appraisal has not been prepared, please indicate the estimated value of the property and the methodology used to calculate such estimated value.

2. **Is this conveyance based upon prior legislation? For example, are you attempting to repeal or amend a prior conveyance or was this request drafted in a bill that was not passed by the legislature? If yes, please give the bill or special act number and year, if known.**

3. **Please answer the following questions:**
 - A. What are the tax assessor's map, block and lot numbers for the property? If such numbers do not accurately describe the property, please provide a metes and bounds legal description of the property.

 - B. What is the acreage of the property?

 - C. Which state agency has custody and control of the property?

 - D. What costs, if any, would the state incur if the property were conveyed? (e.g. if the property abutted a highway and needed to be fenced off.)

- E. How much would the municipality or entity receiving the property agree to pay for it? (e.g. the administrative costs to the state of making the conveyance; a specific dollar amount; or fair market value)
- F. How will the municipality or entity receiving the property use it? (e.g. open space, recreational, housing, economic development)
- G. If the municipality or entity receiving the property has a specified use for the property, would it agree to a provision in the conveyance legislation that, if the property is not used for such purpose, it shall revert to the state?
- H. Has the municipality or entity asked the state agency that has custody of the property to convey the property to the town or entity (i.e. through an administrative rather than legislative process)?
- I. If the answer to question (H) is yes, please indicate the status of such administrative process and why legislation is needed.
- J. Has a title search of the property been conducted?
- K. Are there any deed or other restrictions on the use of the property? If so, please specify.
- L. Please state the name of the municipality or entity that would receive the property.
3. Please provide the name, address and phone and fax numbers of the person who completed this form.
4. Please provide the name of the legislator(s) sponsoring this legislation.

Legal Description –Metes and Bounds of proposed parcel to be released to the Town of Colchester from the State of Connecticut.

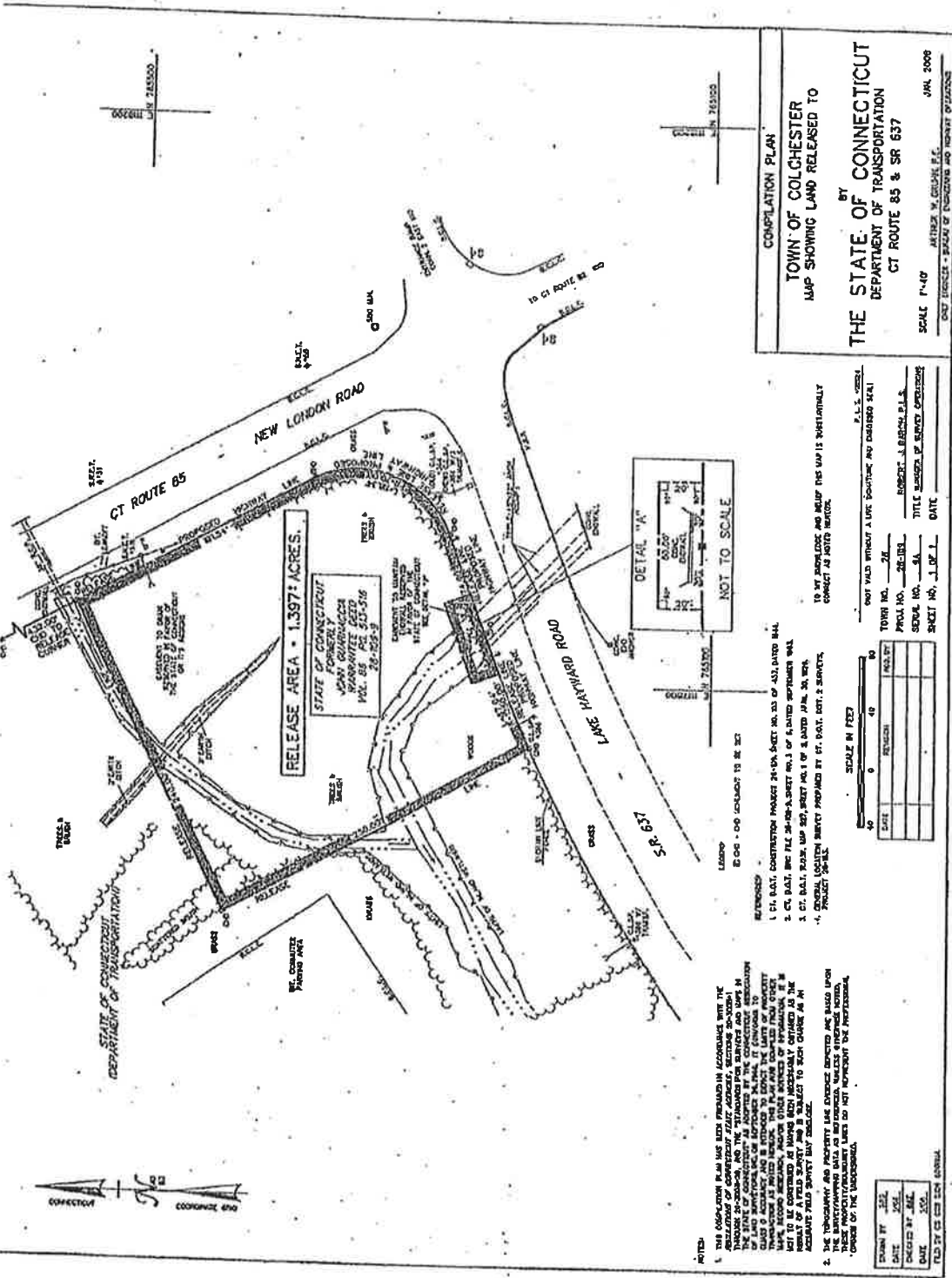
That premises located in the Town of Colchester, County of New London, at the northwest corner of New London Road (CT Route 85) and Lake Hayward Road (S.R. 637) and being depicted as “ Release Area = 1.397+/- Acres” on a map entitled “COMPILATION PLAN TOWN OF COLCHESTER MAP SHOWING LAND RELEASED TO BY THE STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION CT ROUTE 85 & SR 637 SCALE 1"=40' JAN. 2008 ARTHUR W. GRUHN, P.E. SUBSTANTIALLY CORRECT ROBERT J. BARON , P.L.S.#18824 SHEET 1 OF 1 PROJ. NO. 28-109 SERIAL NO. 9A”

Said premises being more particularly described as follows: Beginning at a CHD monument to be set at the northeast corner of the herein described property and located on the westerly proposed highway line of New London Road CT Route 85; Thence southeasterly along said proposed highway line a distance of 191.54 feet to a CHD monument to be set; Thence along a curve to the right that connects the proposed westerly highway line of New London Road to the proposed northerly highway line of Lake Hayward Road, said curve having a radius of 70.00 feet, a distance of 118.34 feet to a CHD monument to be set; Thence southwesterly along the proposed northerly highway line of Lake Hayward Road a distance of 74.90 feet to a CHD monument to be set; Thence along a curve to the left in the proposed northerly highway line of Lake Hayward Road having a radius of 1250.00 feet, a distance of 87.04 feet to a CHD monument to be set; Thence northwesterly along other land of the State of Connecticut Department of Transportation, a distance of 250.00 feet to a CHD monument to be set; Thence northeasterly along other land of the State of Connecticut Department of Transportation, a distance of 240.00 feet to a CHD monument to be set which is at the point and place of beginning. Said premises contains 1.397 acres more or less.

Said premises being a portion of the property acquired by the State of Connecticut formerly of John Guarnacca, referred in Volume 85 Page 513-516 of the Colchester Land Records.

Said premises subject to an easement to maintain endwall reserved in favor of the State of Connecticut, and an easement to drain reserved in favor of the State of Connecticut or it's assigns, which are depicted upon above referenced plan.

Map #1



COMPLETION PLAN
 TOWN OF COLCHESTER
 MAP SHOWING LAND RELEASED TO
 BY
 THE STATE OF CONNECTICUT
 DEPARTMENT OF TRANSPORTATION
 CT ROUTE 85 & SR 637
 SCALE 1"=40'
 JAN. 2008
 PREPARED BY: [Name]
 CHECKED BY: [Name]

RELEASED TO THE STATE OF CONNECTICUT
 STATE OF CONNECTICUT
 FORMERLY JOHN GRANADIER
 1000 W. MAIN ST. COLCHESTER, CT 06415
 TEL. 860-526-5100
 FAX. 860-526-5100

NOT TO SCALE
 DETAIL "A"
 10' X 10' AREA
 1" = 10'

NOTED:
 1. THIS COMPLETION PLAN HAS BEEN PREPARED IN ACCORDANCE WITH THE REQUIREMENTS OF THE CONNECTICUT DEPARTMENT OF TRANSPORTATION THROUGH THE STATE OF CONNECTICUT AND THE TITLES AND RECORDS OF THE TOWN OF COLCHESTER. THE PLAN IS SUBJECT TO THE APPROVAL OF THE TOWN ENGINEER AND THE STATE ENGINEER. THE PLAN IS SUBJECT TO THE APPROVAL OF THE TOWN ENGINEER AND THE STATE ENGINEER. THE PLAN IS SUBJECT TO THE APPROVAL OF THE TOWN ENGINEER AND THE STATE ENGINEER.

DESIGNED BY	DATE
CHECKED BY	DATE
DRAWN BY	DATE

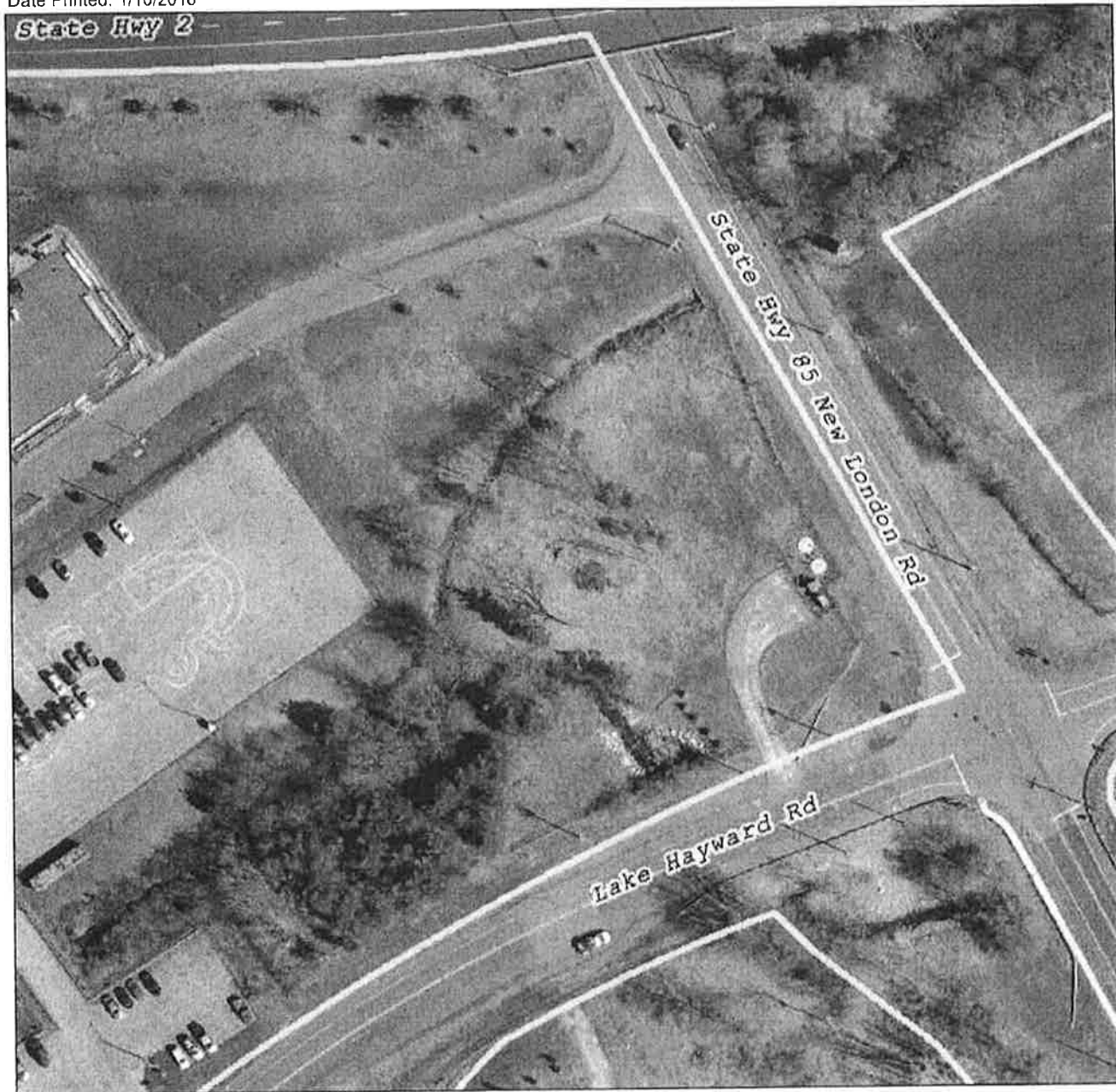
TOWN NO.	22
PROJ. NO.	22-103
SHEET NO.	1A
TITLE	MAP SHOWING LAND RELEASED TO STATE OF CONNECTICUT
DATE	JAN. 2008

Town of Colchester

Geographic Information System (GIS)



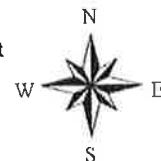
Date Printed: 1/10/2018

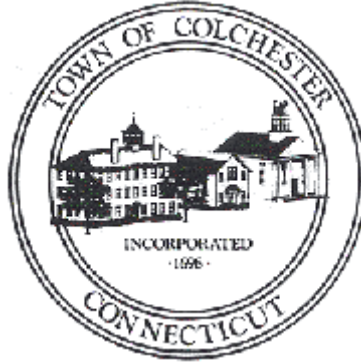


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Approximate Scale: 1 inch = 100 feet





Colchester Sewer and Water Commission

Minutes of the January 11, 2018 Special Monthly Meeting

**7:00 P.M Colchester Town Hall. Meeting Room
127 Norwich Avenue
Colchester, Connecticut**

Members Present: S. Coyle, R. Silberman, R. Peter, T. Hochdorfer, M. Hayes, K.Fagnoli (7:15)

Members Absent:

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

Special Monthly Meeting

1. **Call to Order-** Chairman Coyle called the meeting to order at 7.03 p.m.
2. **Approval of the Sewer and Water Commission December 14, 2017 Regular Monthly Meeting Minutes**– Motion to approve the minutes of the December 14, 2017 Regular Monthly Meeting Minutes as submitted, by R. Peter, second by M. Hayes; Motion approved 5-0.
3. **Citizen's Comments** - None.
4. **Subcommittee Reports**
 - A. **Finance – Transfers, Monthly financial reports, Quarterly billing, Disputes, other**
Transfers – None
Monthly Financials – Discussion.
Quarterly Billing –As of 12/31/2017 we have billed out 50.2% of the projected budget FY 17-18 and collected 50.3% of the projected budget. Quarterly Bills sent out 1/2/2018.
Disputes: None.
5. **Water Activities**
 - A. **Water Activities Report** – December 2017 to Meeting Date

- 1) Service Work: Mark outs, Samples –Dist. And Source Finals. Profiles, Service Calls, Quarterly Readings conducted 12/5, respond to customers complaint issues, turn offs.
- 2) New Developments, - Northwoods (1), Park Place (4),
- 3) Water Hauling – Halted with Voluntary Conservation Notice –Still in effect.
- 4) Backflow Cross Connections inspections-, System wide 5 year. Corrective and reinspections
- 5) Main breaks: Three –Alexander Drive, Chestnut Drive, Cabin Road
- 6) Well #4 Operating to supplement Well #3
- 7) Several Homes required service calls due to frozen pipes/frozen meters.
- 8) Snow Operations.
- 9) Roof repair Insulation outbuilding aeration building.
- 10) Vendor contact – force gas well redevelopment technology. Scheduled for January.

B. Water Projects Status –

- 1) Park Place –Meter installations & Connection Fees at each lot rented and CO Issued. Install WJMS meter. Review Upton Road Incord two sites revisions. Demolition Norwich Ave, Linwood Avenue.
- 2) Eastern WUCC draft document, ESA, Eastern WUCC Water Supply plan, representation at meeting. See item below

6. Sewer Activities

- A. Joint Facilities Report** – No meeting prior month.
- B. Sewer Activities Report** – Two issues with private laterals addressed by owners. Wet Well at Bacon Academy cleaned.
- C. Sewer Projects Status** – No issues, however see Item 8 of Agenda.

7. Old Business

- A) RFP 2015-16 Engineering Services Well 3A Project – Update:** Well location adjustment required due to obstruction at 38 feet below surface. 20 feet away depth to 68 feet occurred. Sister well (2 feet away) indicated delay in recharge rate. Due to proximity of pump well, it was determined to place new sister well 14 feet away in order to obtain a more diverse indication of the local area recharge rate. Update, Pump tests conducted on revised location and secondary location closer to existing Well 3 building. Awaiting calculations and design contract to be delivered to us for First Selectman signature (Done and delivered)
- B) Prospect Hill Pump Station** – Replacement of check valve. Still awaiting estimate documentation.
- C) WUCC Report of Activities-** In process of filling out Integrated Report data request for submission to Eastern WUUC. Continued representation.
- D) Joint Facilities Accounting** – Received electronic format of East Hampton/Joint Facilities Audit. – Chairman comments:
- E) DEEP – Diversion Permit Extension – Discussion and Action.** Normally a 6 month warning is sent by DEEP in regards to an expiring Diversion permit. Mr. Paggioli received the expiration warning within 29 days on the expiration date. It was anticipated that the Diversion Permit RFP and application would be a January 2018 agenda item with submission for early spring in conjunction with Well #3A data. Mr. Paggioli would like to prepare the initial application

and extension request while submitting the RFP as part of the extension request, with the final renewal being prepared by the chosen RFP firm. Update: Consent Order with DEEP was submitted in order to maintain the existing Diversion Permit withdrawal rate while the RFP and application are submitted.

8. New Business

- A) Acquisition of Property at the Northwest Corner of New London Road and Lake Hayward Road.** As the final issue regarding the STEAP Grant/ Sewer and Water Extension/ConnDOT Maintenance Facility/Route 85 Culvert Replacement projects, the final disposition of the property at the northwest corner of New London Road and Lake Hayward Road. (reference Map and legal description attached) Presently the Town owned Sewer Pump station occupies the property by virtue of an easement over the land presently owned by the State of Connecticut. The property had been previously identified and submitted to General Assembly Conveyance in February of 2017. Earlier in 2017, Special Act No 14-13 and ConnDOT action has offered the premises to the Town of Colchester for the nominal fee of \$1000 associated with the conveyance. Since the primary occupant of the 1.397 +/- acre parcel is the Sewer Pump Station. I would recommend that the Sewer and Water Commission recommend to the Board of Selectmen acting as the Colchester Water Pollution Authority, appropriate \$1000.00 from the Sewer Capital Fund for the fee to be paid to the State of Connecticut for the Acquisition of the 1.397 +/- Acre parcel at the northwest corner of New London Road and Lake Hayward Road. A motion was made that the Sewer and Water Commission here by recommend to the Board of Selectmen acting as the Colchester Water Pollution Control Authority, appropriate \$1000.00 from the Sewer Capital Fund for the fee to be paid to the State of Connecticut for the Acquisition of the 1.397 +/- Acre parcel at the northwest corner of New London Road and Lake Hayward Road. Motion by R. Peter, Seconded by K. Fagnoli. Motion Passed 6-0.
- 9. Adjourn - Motion to adjourn, by R. Silberman , second by M. Hayes ; Motion approved 6-0. Chairman Coyle adjourned the meeting at 7:45 p.m.**

Respectfully submitted,
James Paggioli, L.S.

December 18, 2017

To: Art Shilosky
First Selectman
From: Don Lee
Deputy Chief

Re: Surplus Equipment Disposal

The twenty eight year old hose washer asset # 00056 has been replaced and is now surplus equipment. This item has little or no resale (less than \$100.00) value, and minimal scarp weight value. The unit is tired but is still operational and could be donated to a small, low call volume department who would only use it only a few times a year.

We would like to pursue this option of donating it, rather than scrapping it if that would be possible.



Respectfully,

DC. Lee



Department of Fire and Emergency Medical Services

December 26, 2017

To: Art Shilosky
First Selectman
From: Donald Lee
Deputy Chief

Re: Disposal of obsolete radios

Art,

Attached is a list of radios that have been languishing in a closet that are from the 1980s and early 90s. These radios are obsolete and have no value. They need to be destroyed or properly disposed of due to frequency programming.

I am requesting that these radios be sent to Scranton Radio of East Hampton Ct. to be deprogrammed and destroyed.

DC Lee

Art Shilosky

Make	Model	S/N #
Midland	70-0351A	177862
Midland	70-0351A	102828/T
Midland	70-050A	380515
Midland	70-630B	311281
Midland	70-630B	3950047
Midland	70-630B	147233B
Midland	70-3055C	163524/T
Midland	70-3055C	69932
Midland	70-3055C	883094
Midland	70-066A	796238
Midland	70-336B	680119
Midland	70-655A	680180
Midland	70-065C	380976
Midland	70-055C	259365
Midland	70-055C	294370
Midland	70-055C	338453
Midland	70-055C	320577
Midland	70-055C	325753
Midland	70-055C	338445
Midland	70-055C	303384
Midland	70-0371A	33998
Midland	70-0375A	3960005
Midland	70-056A	256537
Midland	70-056A	324840
Midland	70-056A	288882

These Radios are obsolete radios from the 1980s and 1990s. The radios have no value and need to be discarded properly. Requesting permission to have radios deprogrammed and destroyed by Scranton Radio Service of East Hampton, Connecticut.



Town of Colchester, Connecticut

95 Norwich Avenue, Colchester, Connecticut 06415

Patricia A. Watts, Director of Senior Services/Municipal Agent

MEMORANDUM

To: Board of Selectmen

From: Patricia A. Watts, Director of Senior Services

Date: 12/20/17

Re: Contract with TVCCA for Senior Nutrition Site Server

TVCCA notified me in January, 2017 that they are no longer able to financially support providing a Senior Nutrition Site Server for the Colchester Senior Center. After discussion between the Director of Senior Services, the First Selectman and the CFO, it was decided that the Town of Colchester would contract with TVCCA to cover the labor/fringe costs of the Site Server. This was included and passed in the FY 2018 operational budget, in the amount of \$17,540.00 (line item #15401-44208). Enclosed, please find the contract from TVCCA for the Senior Nutrition Site Server at the Colchester Senior Center.

Recommended Motion

Motion to approve and authorize the First Selectman to sign all necessary documents.

Respectfully Submitted,

Patty Watts

Patricia A. Watts



Memorandum of Agreement TVCCA Nutrition Services

Partner 1: Thames Valley Council for Community Action, Inc.
Partner 2: Town of Colchester/Colchester Senior Center
Agreement Period: July 1, 2017 to June 30, 2018

This Memorandum of Agreement (MOA) is entered into and made effective as of this **1st day of July 2017** (the “**Effective Date**”), by and between **Thames Valley Council for Community Action, Inc. (TVCCA)**, with administrative offices at One Sylvandale Road, Jewett City, CT 06351, and **Town of Colchester**, with administrative offices at 127 Norwich Avenue, Colchester, CT 06415, with respect to specified services to be provided for the **Colchester Senior Center** at 95 Norwich Avenue, Colchester, CT 06415.

I. Purpose and Background

This document outlines the mutually agreed upon responsibilities of **TVCCA** and **Town of Colchester/Colchester Senior Center** to cooperatively coordinate and arrange for a weekday, congregate lunch meal for senior citizens, providing nutrition and socialization to senior citizens living in the town of Colchester, CT, that together will make the partnership a success.

TVCCA is New London County’s private, 501(c)(3) non-profit Community Action Agency. Its mission is to improve the overall well-being of individuals and families in need within its service area by: fostering their self-esteem, respect, independence, confidence, personal growth and self-sufficiency; promoting community awareness, input and ownership of societal problems; and providing a broad spectrum of comprehensive, quality services. When incorporated in 1965, **TVCCA** operated one program – it now operates 28 programs that serve low-income, at risk individuals and families of all ages.

It is the mission of the **Town of Colchester’s Senior Services Department** to support older adults by providing programs and services designed to promote their independence, health, wellness and overall quality of life. The **Colchester Senior Center** is a community resource dedicated to engaging, enriching and empowering the lives of seniors.

TVCCA and **Town of Colchester/Colchester Senior Center** do mutually agree to the following:

II. Services

Provide all meal components and serve a weekday hot meal to residents 60 years and older.

A. TVCCA agrees to provide the following:

1. Be responsible for providing a nutritious congregate lunch meals and all necessary disposable ware (5) days per week (excluding federal holidays).
2. Employ and train a **TVCCA** staff member to heat and serve the meals in accordance with all local, state and federal regulations.
3. Be responsible for obtaining and managing the contract and billing with Senior Resources to ensure the service is available to seniors.

4. Secure and maintain all necessary licenses necessary to serve the congregate meal.
- B. Town of Colchester/Colchester Senior Center** agrees to provide the following:
1. Monetary reimbursement for the cost of the site server's wages and fringe costs.
 2. Space, custodial services, equipment and facility maintenance, trash removal, heat and utilities.
 3. Provide a comfortable dining area for meal service with tables and chairs to accommodate all seniors who wish to participate in the congregate lunch meal.

III. Period of Agreement

The Partners shall commence performance of this Agreement on the **1st day of July, 2017**, and shall continue performance through the **30th day of June, 2018**, unless otherwise specified.

IV. Contacts

Communications should be directed to the following contacts:

TVCCA Program/Activities

Maraiah Popeleski, RDN, Director
TVCCA Nutrition Services Program
860-934-1002
mpopeleski@tvcca.org

TVCCA Agreement

Dawn Cwynar, Executive Assistant to Deb Monahan
Thames Valley Council for Community Action, Inc.
860-425-6503
dcwynar@tvcca.org

Colchester Senior Center Program/Activities

Patricia A. Watts, Director of Senior Services
Colchester Senior Center
860-537-3911
pwatts@colchesterct.gov

Town of Colchester Agreement

Arthur Shilosky, First Selectman
Town of Colchester
860-537-7220
ashilosky@colchesterct.gov

V. Reporting

No reporting is required in execution of this Agreement.

VI. Payment for Services

- A. Payment Provisions: Colchester Senior Center agrees to pay TVCCA for the services provided and as described under this Agreement up to a maximum amount of **\$16,582.00** for serving staff as specified in Section II. Services for the entire Agreement period.
- B. Invoicing: TVCCA shall provide an invoice on a monthly basis to Colchester Senior Center.
- C. Payment Schedule: Payment shall be released by Colchester Senior Center within thirty (30) days of receipt of invoice.

VII. Terms and Conditions

A. Safeguarding Client Information:

Each Partner shall safeguard the use, publication and disclosure of information on all applicants for and all Clients who receive Services under this Agreement with all applicable federal and state law concerning confidentiality.

B. Reporting of Client Abuse or Neglect:

Each Partner shall comply with all reporting requirements relative to Client abuse and neglect, including but not limited to requirements as specified in C.G.S. §§ 17a-101 through 103, 19a-216, 46b-120 (related to children); C.G.S. § 46a-11b (relative to persons with mental retardation); and C.G.S. § 17b-407 (relative to elderly persons).

C. Indemnification:

1. Each Partner shall indemnify, defend and hold harmless the other Partner, including its officers, representatives, agents, directors, employees, successors and assigns, from and against any and all claims, liabilities, actions, losses, costs, judgments, fines, amounts paid in settlement or expenses, including without limitation, any reasonable legal, accounting and other expenses of experts or third party professionals for defending any actions or threatened actions, including any appeals, arising from or proximately caused by any act or omission connected with the indemnifying Partner's obligations and performance pursuant to this Agreement.
2. Each Partner's indemnification obligations under this section are conditioned upon the indemnified Partner: (i) promptly notifying the indemnifying Partner of any claim in writing; (ii) cooperating with the indemnifying Partner in the defense of the claim; and (iii) granting the indemnifying Partner sole control of the defense or settlement of the claim.
3. This section is intended to survive the termination or expiration of this Agreement. The obligations contained herein are in no way limited, relieved or abated by reason of any insurance coverage, including as otherwise provided for in this Agreement.

D. Insurance:

Each Partner is responsible for maintaining, at its sole cost, adequate insurance providing coverage for any and all: (i) claims by its employees under workers' compensation and state disability acts; (ii) claims for damages due to bodily injury, sickness, disease, or death which arise out of its negligent acts or omissions; and (iii) claims for damages due to injury to or destruction of tangible or intangible property, including loss of use resulting therefrom, which arise out of its negligent acts or omissions.

E. Compliance with Law and Policy, Facility Standards and Licensing:

The Partners shall comply with all pertinent federal, state and local laws, OSHA regulations, local health reporting and licensing requirements and supply documentation of such compliance to the relevant Program/Activities Contact as is necessary.

F. Record Keeping and Access:

The Partners shall maintain books, records, documents, program and individual service records and other evidence of its accounting and billing procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature incurred in the performance of this Agreement. These records shall be made available upon request for administrative review or audit by authorized representatives of the administering agency. **The Partners** shall retain all such records concerning this Agreement for a period of three (3) years and three (3) months after the end of the fiscal year to which they pertain.

G. Protection of Personal Information:

Each Partner shall implement and maintain electronic and physical data security practices for the protection of Personal Information.

H. Non-discrimination:

Colchester Senior Center in accordance with the legal, contractual and moral obligations recognized by and binding upon TVCCA, agrees and warrants that in the performance of the Agreement, it too is prohibited from discriminating or permitting discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, mental retardation, mental disability or physical disability, including, but not limited to, blindness, unless it is shown that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut.

VIII. Agreement Amendment and Termination

- A. This Agreement will be reviewed and signed on an annual basis by both Partners. This Agreement may only be revised or otherwise altered in any respect upon mutual written agreement, signed by both Partners.
- B. This Agreement may be terminated by either Partner upon notice in writing at least 60 days prior to the date of termination.

In Witness Whereof, this Memorandum of Agreement was signed by both Partners and made effective as of the Effective Date.

Thames Valley Council for Community Action, Inc.

Town of Colchester/Colchester Senior Center

Deborah Monahan

12/14/17

Deborah Monahan
Executive Director

Date

Arthur Shilosky
First Selectman

Date

CERTIFICATE OF ADOPTION
TOWN OF COLCHESTER BOARD OF SELECTMEN

A RESOLUTION ADOPTING THE HAZARD MITIGATION PLAN UPDATE, 2017

WHEREAS, the Town of Colchester has historically experienced severe damage from natural hazards and it continues to be vulnerable to the effects of those natural hazards profiled in the plan (e.g. *flooding, high wind, thunderstorms, winter storms, earthquakes, dam failure, and wildfires*), resulting in loss of property and life, economic hardship, and threats to public health and safety; and

WHEREAS, the Colchester Board of Selectmen approved the previous version of the Plan in 2012; and

WHEREAS, the Southeastern Connecticut Council of Governments, of whom the Town of Colchester is a member, has developed and received conditional approval from the Federal Emergency Management Agency (FEMA) for its Hazard Mitigation Plan Update, 2017 under the requirements of 44 CFR 201.6; and

WHEREAS, committee meetings were held and public input was sought in 2016 and 2017 regarding the development and review of the Hazard Mitigation Plan Update, 2017; and

WHEREAS, the Plan specifically addresses hazard mitigation strategies and Plan maintenance procedures for the Town of Colchester; and

WHEREAS, the Plan recommends several hazard mitigation actions that will provide mitigation for specific natural hazards that impact the Town of Colchester, with the effect of protecting people and property from loss associated with those hazards; and

WHEREAS, adoption of this Plan will make the Town of Colchester eligible for funding to alleviate the impacts of future hazards; now therefore be it

RESOLVED by the Board of Selectmen:

1. The Plan is hereby adopted as an official plan of the Town of Colchester;
2. The respective officials identified in the mitigation strategy of the Plan are hereby directed to pursue implementation of the recommended actions assigned to them;
3. Future revisions and Plan maintenance required by 44 CFR 201.6 and FEMA are hereby adopted as a part of this resolution for a period of five (5) years from the date of this resolution.
4. An annual report on the progress of the implementation elements of the Plan shall be presented to the Board of Selectmen.

Adopted this _____ day of _____, 201_ by the Board of Selectmen of Colchester, Connecticut

First Selectman

IN WITNESS WHEREOF, the undersigned has affixed his/her signature and the corporate seal of the Town of Colchester this _____ day of _____, 201_.

Town Clerk

SECCOG Hazard Mitigation Plan Adoption Paperwork

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Noah Slovin <noahs@miloneandmacbroom.com>

Thu 12/28/2017 12:42 PM

To: FirstSelectman@bozrahct.org <FirstSelectman@bozrahct.org>; Randall Benson <planning@colchesterct.gov>; Goeschel@eltownhall.com <Goeschel@eltownhall.com>; william.eyberse@po.state.ct.us <william.eyberse@po.state.ct.us>; signal54tr@aol.com <signal54tr@aol.com>; franklin@99main.com <franklin@99main.com>; townplanner@griswold-ct.org <townplanner@griswold-ct.org>; GriswoldFireChief@griswold-ct.org <GriswoldFireChief@griswold-ct.org>; selectmensassistant@griswold-ct.org <selectmensassistant@griswold-ct.org>; lsharkey@boroughofjewettcity.us <lsharkey@boroughofjewettcity.us>; planning@cityofgroton-ct.gov <planning@cityofgroton-ct.gov>; highway@cityofgroton-ct.gov <highway@cityofgroton-ct.gov>; jsastre@groton-ct.gov <jsastre@groton-ct.gov>; JReiner@groton-ct.gov <JReiner@groton-ct.gov>; townplanner@lebanonct.gov <townplanner@lebanonct.gov>; Publicworks@lebanontownhall.org <Publicworks@lebanontownhall.org>; admin.emergency@ledyardct.org <admin.emergency@ledyardct.org>; Mayor@Ledyardct.org <Mayor@Ledyardct.org>; tsparkman@lisbonct.com <tsparkman@lisbonct.com>; fgavigan@moheganmail.com <fgavigan@moheganmail.com>; JAKing@mptn-nsn.gov <JAKing@mptn-nsn.gov>; stetteh@ci.New-London.CT.US <stetteh@ci.New-London.CT.US>; smurphy@northstoningtonct.gov <smurphy@northstoningtonct.gov>; drhodes@cityofnorwich.org <drhodes@cityofnorwich.org>; chiefs scand@cityofnorwich.org <chiefs scand@cityofnorwich.org>; congdon@preston-ct.org <congdon@preston-ct.org>; Don.Bourdeau@salemct.gov <Don.Bourdeau@salemct.gov>; kevin.lyden@salemct.gov <kevin.lyden@salemct.gov>; firstselectman@ctsprague.org <firstselectman@ctsprague.org>; Sdeledda@stonington-ct.gov <Sdeledda@stonington-ct.gov>; kbrynes@stonington-ct.gov <kbrynes@stonington-ct.gov>; borowarden@att.net <borowarden@att.net>; apiersall@waterfordct.org <apiersall@waterfordct.org>; Michael E. Licata <mlicata@windhamct.com>;

Cc: Dave Murphy <davem@miloneandmacbroom.com>; James Butler <jbutler@seccog.org>;

Importance: High

1 attachments (3 MB)

CommunityResolution.zip;

Good afternoon,

The SECCOG regional Hazard Mitigation Plan Update has been approved, pending adoption, by both the State and FEMA. To complete the adoption process, each municipality must adopt the Plan locally. We hope to complete this **as quickly as possible**.

The regional plan, appendices, and individual community annexes can be viewed as follows:

- Go to <https://clients.miloneandmacbroom.com/>
- Enter username: SECCOG
- Enter password: HMP

You may download and view the documents from that site for review during the adoption process. Community annexes include blank "Local Adoption Resolution" paperwork, but those files are also included in the "Community Resolution" folder attached to this email.

To complete the adoption process, please do as follows:

- Download the attached .zip-folder, and find the Local Adoption Resolution for your community
- Print out your community's Local Adoption Resolution, and bring it to the **next appropriate municipal meeting**
- Fill in the day of the month, the month, and year, of the adoption
- Have the First Selectman and Town Clerk, the Mayor and City Clerk, or the Borough Warden and Borough Clerk, the Tribal Chairman and Tribal Clerk, or equivalent two officials, sign

- Return the completed Local Adoption Resolution to:
 - noahs@mminc.com AND jbutler@seccog.org (scan and email)
 - OR mail to Jim Butler at the SCCOG office, 5 Connecticut Avenue, Norwich

Please note that hard copies of the final documents will be provided following adoption.
Feel free to email or call with any questions

Thank you,

Noah B. Slovin
Environmental Scientist



[1 Sundial Ave Suite 505N, Manchester, NH 03103](#)

603.218.2320 x 5 | mminc.com

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