

# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Gregg Schuster, First Selectman

## Board of Selectmen Regular Meeting Agenda Thursday, September 15, 2011 Colchester Town Hall

Meeting Room 1 – 7:00pm

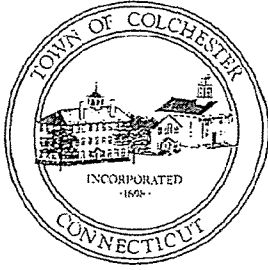
*Gregg Schuster*  
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COLCHESTER, CT

1. Call to Order
2. Additions to the Agenda
3. Approve Minutes of the August 18, 2011 Public Hearing
4. Approve Minutes of the August 18, 2011 Regular Board of Selectmen Meeting
5. Approve Minutes of the September 1, 2011 Regular Board of Selectmen Meeting
6. Citizen's Comments
7. Boards and Commissions – Interviews and/or Possible Appointments and Resignations
  - a. Agriculture Committee. Jeff Savitsky to be interviewed.
  - b. Building Committee. Joseph A. DeLucia, Jr. to be interviewed.
  - c. Building Committee. Steven Kardys to be interviewed.
8. Budget Transfers
9. Tax Refunds & Rebates
10. Discussion and Possible Adoption of Resolution Recognizing September 2011 as Leukemia, Lymphoma, and Myeloma Awareness Month
11. Discussion and Possible Action on Assistance to Firefighters Grant Program
12. Discussion and Possible Action Memorandum of Agreement between the Town and Local 1303-254, AFSCME Council 4, AFL-CIO
13. Citizen's Comments
14. First Selectman's Report
15. Liaison Report
16. Executive Session to Discuss Recreation Manager Position
17. Adjourn





# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Gregg Schuster, First Selectman

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2011 AUG 19 AM 10:36  
M. Schuster  
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127 NORWICH AVENUE  
COLCHESTER, CT 06415

**Public Hearing**  
**Thursday, August 18, 2011**  
**Colchester Town Hall**

**Meeting Room 1 – 7:00pm**

## MINUTES

**MEMBERS PRESENT:** First Selectman Gregg Schuster, Selectman James Ford, Selectman Stan Soby, and Selectman Greg Cordova

**MEMBERS ABSENT:** Selectman Rosemary Coyle

**OTHERS PRESENT:** Derrik Kennedy, Adam Turner, James Paggioli, Dot Mrowka, Ryan Blessing, and other citizens

**1. Call to Order**

First Selectman G. Schuster called the public hearing to order at 7:00 p.m.

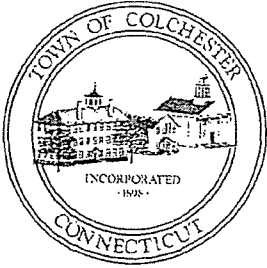
**2. Discussion on Land Swap with Town of Hebron**

No comment from the public.

**3. Adjourn**

J. Ford moved to adjourn the public hearing at 7:02 p.m., seconded by G. Cordova. Unanimously approved. MOTION CARRIED.





# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Gregg Schuster, First Selectman

## Board of Selectmen Regular Meeting Minutes Thursday, August 18, 2011 Colchester Town Hall

Meeting Room 1 – Immediately Following the Public Hearing at 7:00pm

**MEMBERS PRESENT:** First Selectman Gregg Schuster, Selectman James Ford, Selectman Stan Soby, and Selectman Greg Cordova

**MEMBERS ABSENT:** Selectman Rosemary Coyle

**OTHERS PRESENT:** Derrik Kennedy, James Paggioli, Dot Mrowka, Ron Goldstein, Ryan Blessing, and other citizens

1. **Call to Order**  
First Selectman G. Schuster called the meeting to order at 7:02 p.m.
2. **Additions to the Agenda**  
None.
3. **Approve Minutes of the August 4, 2011 Commission Chairmen Meeting**  
S. Soby moved to approve the minutes of the August 4, 2011 Commission Chairmen Meeting, seconded by G. Cordova. Unanimously approved. G. Cordova abstained. MOTION CARRIED.
4. **Approve Minutes of the August 4, 2011 Regular Board of Selectmen Meeting**  
J. Ford moved to approve the minutes of the August 4, 2011 Regular Board of Selectmen Meeting, seconded by G. Cordova. Unanimously approved. G. Cordova abstained. MOTION CARRIED.
5. **Citizen's Comments**  
None.
6. **Boards and Commissions – Interviews and/or Possible Appointments and Resignations**
  - a. **Agriculture Commission. Alex Savitsky to be interviewed.**  
Alex Savitsky was interviewed.

Selectman Cordova recused himself from Building Committee interviews.

- b. **Building Committee. Sharon Murphy Boski to be interviewed.**  
Sharon Murphy Boski was interviewed.

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First Selectman

- c. **Building Committee. Joseph A. DeLucia, Jr. to be interviewed.**  
Joseph A. DeLucia, Jr. was absent.
- d. **Building Committee. Theresa Hendrickson to be interviewed.**  
Theresa Hendrickson was interviewed.
- e. **Building Committee. Paul Picard to be interviewed.**  
Paul Picard was interviewed.
- f. **Building Committee. William Sullivan to be interviewed.**  
William Sullivan was interviewed.
- g. **Building Committee. Anthony J. Tarnowski to be interviewed.**  
Anthony J. Tarnowski was interviewed.
- h. **Building Committee. Thomas A. Tyler to be interviewed.**  
Thomas A. Tyler was interviewed.

**7. Budget Transfers**  
None.

**8. Tax Refunds & Rebates**

G. Cordova moved to approve the tax refunds in the amount of \$27.66 to Allstate Insurance Co., \$25.07 to Toshiko Bellmore, \$20.00 to Neil and Jean Gervais, \$25.08 to Lowell Prior, \$32.06 to Matthew or Katey Whitney, and \$150.44 to Emkay Inc. Trust, seconded by S. Soby. Unanimously approved. MOTION CARRIED.

**9. Discussion and Possible Action on Resolutions for Title III Contract Extension**

S. Soby moved that it be resolved that the Board of Selectmen for the Town of Colchester hereby empower the First Selectman, Gregg Schuster, to enter into and amend contractual instruments in the name and on behalf of the Town of Colchester with the Eastern Connecticut Agency on Aging and to affix the corporate seal, and be it further resolved that the Board of Selectmen for the Town of Colchester hereby authorize the First Selectman, Gregg Schuster, to certify that the Town of Colchester has adopted as its policy to comply with the nondiscrimination agreements and warranties required under Connecticut General Statutes 4a-60(a)(1) and 4a-60a(a)(1), as amended; seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

**10. Discussion and Possible Action on Sign Language Interpreter Services**

S. Soby moved to approve a one-year contract with the State of Connecticut for sign language interpreter services and authorize the First Selectman to sign all necessary documents, seconded by J. Ford. Unanimously approved. MOTION CARRIED.

**11. Discussion and Possible Action on Water Supply Plan**

J. Paggioli discussed the water supply process and plan to the Board of Selectmen. G. Cordova moved that whereas the Town of Colchester is required to prepare and submit a revised water supply plan to the state of Connecticut no later than Many 31, 2012, and after review of all submittals to the RFP for the consultant services for the preparation of said plan, and in following the

recommendation of the Sewer and Water Commission; the Board of Selectmen accepts the proposal submitted by Lenard Engineering for the preparation of the Town of Colchester Water Supply Plan for a cost not to exceed \$12,500 and that the First Selectman is hereby authorized to sign any and all contracts with Lenard Engineering for the preparation of the Water Supply Plan in accordance with the RFP received on July 29, 2011, seconded by J. Ford. Unanimously approved. MOTION CARRIED.

**12. Discussion and Possible Action on Fair Rent Commission**

The Board of Selectmen discussed the current status of the commission and future plans for the commission. No action taken.

**13. Discussion and Possible Action on Recommendation of General Municipal Law Attorney**

G. Cordova moved to award the bid for general law legal services to Shipman & Goodwin and Suisman Shapiro and authorize the First Selectman to sign all necessary documents, seconded by S. Soby. Discussion on number of respondents to RFP. Unanimously approved. MOTION CARRIED.

**14. Discussion and Possible Action on Revaluation**

Discussion was held with John Chaponis, Town Assessor, and the Board of Selectmen regarding the progress of the town revaluation.

**15. Discussion and Possible Action on Personnel Policy**

**a. Sections I & II (Second Reading)**

No action taken.

**b. Section III, Pages 15-19 (First Reading)**

The Board of Selectmen reviewed and discussed the presented section of the revised personnel policy. No action was taken.

**16. Citizen's Comments**

None.

**17. First Selectman's Report**

First Selectman G. Schuster reported that there will be a OPEB (other Post-Employment Benefits) meeting with the Board of Selectmen, Board of Finance, and Board of Education scheduled for September 14, 2011 to discuss the possible creation of an OPEB Trust; following up on last meeting's discussion on vandalism on the Town Green, he has spoken with the Town Attorney and they put forth several recommendations that will be considered in the future; the Fitch rating agency has affirmed the Town's "AA" rating, with a "stable outlook;" and in September, firefighters and a policeman from Colchester, England will be visiting Colchester and we are planning a ceremony to welcome them.

**18. Liaison Report**

S. Soby reported that the Planning & Zoning Commission changed sidewalk language to remove the fee-in-lieu option and revised "one mile from the center of town" to be measured by travel route instead of exact distance, there was discussion on lighting and signage with Tractor Supply, and a draft of proposed new Zoning Regulations have been distributed to commission members for review. Selectman Soby further reported that Zoning Board of Appeals

continued their public hearing regarding their appeal of a Zoning Enforcement Officers decision. Selectman Soby reported that the Police Commission is continuing to work on revising the Rules and Regulations, the force and commission have approved new uniforms, and there has been increased activity by the department due to an increase in tactical patrols.

**19. Executive Session to Discuss Memorandum of Agreement with Local 1303-254 of CT Council 4, AFSCME, AFL-CIO (Clerical Union)**

J. Ford moved to enter into executive session to discuss the memorandum of agreement with Local 1303-254 of CT Council 4, AFSCME, AFL-CIO (Clerical Union), seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

Entered into executive session at 8:23 p.m.

Exited from executive session at 8:32 p.m.

**20. Adjourn**

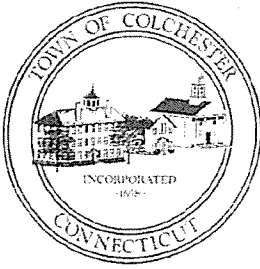
G. Cordova moved to adjourn at 8:33 p.m., seconded by S. Soby. Unanimously approved. MOTION CARRIED.

Respectfully submitted,



Derrick M. Kennedy  
Executive Assistant to the First Selectman





# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Gregg Schuster, First Selectman

**Board of Selectmen Regular Meeting Minutes  
Thursday, September 1, 2011  
Colchester Town Hall**

**Meeting Room 1 – 7:00pm**

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ALBRAN

*Gregg Schuster*

2011 SEP -2 AM 10:05

RECEIVED  
COLCHESTER, CT

**MEMBERS PRESENT:** First Selectman Gregg Schuster, Selectman James Ford, Selectman Rosemary Coyle, Selectman Stan Soby, and Selectman Greg Cordova

**OTHERS PRESENT:** Gina Santos, Jim Paggioli, Dot Mrowka, Richard Kemmitt, and other citizens

1. **Call to Order**  
First Selectman G. Schuster called the meeting to order at 7:01p.m.
2. **Additions to the Agenda**  
None
3. **Discussion and Possible Action on Connecticut Department of Emergency Management and Homeland Security Grant Program**  
S. Soby moved to approve and authorize the First Selectman to sign all necessary documents, seconded by R. Coyle. Unanimously approved.  
MOTION CARRIED.
4. **Discussion and Possible Action on UCFS Contract**  
S. Soby moved to approve the UCFS contract and authorize the First Selectman to sign all necessary documents, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.
5. **Hurricane Irene and Storm Response Update**  
First Selectman G. Schuster discussed in terms of hurricane Irene what steps were taken in regards to the preparation which began 4 to 5 days prior to the hurricane arriving and the steps that were taken throughout the days that followed. First Selectman G. Schuster also discussed in terms of communication what was accomplished. It seemed to be very effective. There were a few issues that will be looked into. First Selectman G. Schuster gave an update regarding Colchester storm clean-up. Daily flyers updating the

Colchester storm clean-up will be available at local businesses and at town hall. Jim Paggioli gave an update regarding CL&P crews in Colchester.

Board of Selectmen Regular Meeting Minutes continued

**6. Citizens Comments**

Colchester citizen, Richard Kemmitt, voiced his concerns regarding the effects of the aftermath of hurricane Irene. First Selectman G. Schuster stated, in terms of the restoration, he has been in contact with CL&P on a daily basis with little response in return. They are doing their best with the little resources that they have.

Colchester citizen, Tom Tyler, stated that he received the communications. Folks that he has spoken to in town have had very positive things to say in regards to the calls they have received. He works for a large utility company and stated that the magnitude of the info structure and the volume of work that has to be done and the safety of the workers is an overwhelming task.

Colchester citizen, Dot Mrowka, had a question regarding notification of when school will resume and how will it be communicated to the public. First Selectman G. Schuster stated that the Board of Education has notified the community and it has also been put in the flyers that are being handed out.

Colchester citizen, Herb Davis, stated that he thinks this has been a trying time for a number of people. He believes that the community should pull together to make things work in the absence of things working well. A good attitude needs to be had towards each other. He believes that things are going well.

**7. Adjourn**

R. Coyle moved to adjourn at 7:48p.m., seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

Note: This meeting was recorded by a digital audio recording system and is available through the Colchester First Selectman's office in accordance with the Freedom of Information Act.

Respectfully Submitted,

Gina Santos, Administrative Assistant



OFFICE of the FIRST SELECTMAN

# *Proclamation*

## *Resolution Recognizing September as Leukemia, Lymphoma & Myeloma Awareness Month*

***WHEREAS***, blood cancers currently afflict more than 958,000 people in the United States, with an estimated 137,000 new cases diagnosed each year, and

***WHEREAS***, leukemia, lymphoma and myeloma will kill an estimated 54,000 people in the United States this year, and

***WHEREAS***, The Leukemia & Lymphoma Society (LLS), through voluntary contributions, is dedicated to finding cures for these diseases through research efforts and the support for those that suffer from them, and

***WHEREAS***, LLS maintains an office in Connecticut to support patients with these diseases and their family members in the State of Connecticut, and

***WHEREAS***, the Town of Colchester is similarly committed to the eradication of these diseases and supports the treatment of its citizens that suffer from them, and

***WHEREAS***, the Town of Colchester encourages private efforts to enhance research funding and education programs that address these diseases,

***NOW THEREFORE BE IT RESOLVED***, that the Town of Colchester joins with LLS in designating the month of September 2011 as Leukemia, Lymphoma & Myeloma Awareness Month to enhance the understanding of blood related cancers and to encourage participation in voluntary activities to support education programs and the funding of research programs to find a cure for them.

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***Gregg Schuster***  
First Selectman



Sept. 01, 2011

BOS MEETING

CHFD

REQUEST TO APPLY FOR

2011

ASSISTANCE TO FIREFIGHTERS GRANT  
(AFG)

#1 \$ 285,000 MOBILE SCBA / CONFINED SPACE  
TRAINER

#2 \$ 50,000 FIRE FIGHTER SAFETY / SURVIVAL  
TRAINING PROGRAM  
I.A.F.C.

TOTAL REQUEST:

\$ 335,000

IF AWARDED, THERE WILL BE A 5% COST-SHARE  
TO THE TOWN OF COLCHESTER — \$ 16,750

THE DEADLINE FOR SUBMISSION IS  
FRIDAY SEPTEMBER 9 2011 5PM.

on how well they match the eligibility criteria and funding priorities. The highest-scoring applications are forwarded to the second phase of review.

- *Phase 2: Peer Review Evaluation.* Peer reviewers read and score applications and make funding recommendations.
4. **Technical Review.** FEMA conducts technical reviews of the highest-scoring applications, including the evaluation of project budgets to determine if costs are reasonable.
  5. **Grant Awards.** Applications are rank-ordered starting with the highest-scoring application, and FEMA notifies awardees by e-mail. All awards are announced on the AFG Website: (<http://www.fema.gov/firegrants/afggrants/awards.shtm>).

## AFG Program

The primary goal of the AFG Program is to provide financial assistance directly to fire departments and nonaffiliated EMS organizations to help them meet their firefighting and emergency response needs and improve their capabilities with respect to protecting communities from fire and related hazards. Since 2001, the AFG Program has helped firefighters and other first responders to obtain critically needed training, equipment, protective gear, emergency vehicles, and other resources.

The AFG Program is administered by the Federal Emergency Management Agency (FEMA) under the U.S. Department of Homeland Security (DHS).

### Application Period: August 15, 2011 to September 9, 2011

#### Eligible Organizations

Two types of organizations are eligible to apply for the 2011 AFG funding:

1. Fire departments
2. Nonaffiliated EMS organizations

Eligible fire departments and nonaffiliated EMS organizations include those operating in any of the 50 States plus the District of Columbia, the Commonwealth of the Northern Mariana Islands, the U.S. Virgin Islands, Guam, American Samoa, and Puerto Rico.

**Note:** Two or more separate fire departments or nonaffiliated EMS organizations that share the same facility will be viewed as one organization to avoid duplication of benefits.

#### Fire Departments

A “fire department” is defined as an agency or organization that has a formally recognized arrangement with a State, territory, local, or tribal authority (city, county, parish, fire district, township, town, or other governing body) to provide fire suppression to a population within a fixed geographical area on a first-due basis.

#### Nonaffiliated EMS Organizations

## MEMORANDUM OF AGREEMENT

The Town of Colchester (hereafter "Town") and Local 1303-254, AFSCME Council 4, AFL-CIO (hereafter "Union") agree:

1. That the existing bargaining unit position, Youth Services Program Coordinator, which is a position contained in the unit represented by the Union, will be eliminated effective immediately and replaced by the Youth Services Program Coordinator I and Youth Services Program Coordinator II with job descriptions for each position attached hereto.
  
2. The Youth Services Program Coordinator I position will be paid \$23.43 per hour for 35 hours per week entitling him/her to all collective bargaining unit benefits. The position shall be posted internally and later to the general public.
  
3. The Youth Services Program Coordinator II position will be filled by Mike Schaff since he is already performing the duties of such position. Mike Schaff will be paid \$24.52 per hour for 35 hours per week with eligibility for contractual benefits based upon his scheduled hours.
  
4. That the Town will take steps to institute these two (2) new positions following Board of Selectman approval.

Town of Colchester

Local 1303-254

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First Selectman

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President

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Date

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Staff Representative

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Date