

Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Gregg Schuster, First Selectman

Board of Selectmen Agenda
Regular Meeting
Thursday, December 19, 2013
Colchester Town Hall

Meeting Room 1

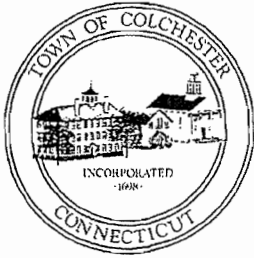
NANCY A. BRAY
TOWN CLERK

2013 DEC 16 PM 2:18

RECEIVED
COLCHESTER, CT

1. Call to Order
2. Additions to the Agenda
3. Approve Minutes of the December 5, 2013 Regular Board of Selectmen Meeting
4. Approve Minutes of the December 11, 2013 Special Tri-Board Meeting
5. Citizen's Comments
6. Boards and Commissions – Interviews and/or Possible Appointments and Resignations
 - a. Ethics Commission – John A. Dilorio to be Interviewed
 - b. Economic Development Commission – William Curran to be Interviewed
 - c. Park and Recreation Commission – Lynette Dimock to be Re-Appointed for a Four Year Term to Expire 11/1/2017
 - d. Zoning Board of Appeals – Michael Solis to be Re-Appointed for a Five Year Term to Expire 12/31/2018
 - e. Blight Task Force
 1. William Belch Jr. was Interviewed (D)
 2. Maria Colacicco was Interviewed (D)
 3. James Forristall was Interviewed (R)
 4. Alan Harrison was Interviewed (D)
 5. Nathaniel Shiff was Interviewed (D)
 6. Ron Silberman was Interviewed (D)
7. Budget Transfers
8. Tax Refunds & Rebates
9. Discussion and Possible Action on the Collaborative for Colchester's Children

10. Discussion and Possible Action on Alcohol Waiver for Library Board of Trustees
11. Discussion and Possible Action on Elected Officials Salary Increase
12. Discussion and Possible Action to Authorize the First Selectman to enter into a Contract with SEER to perform a site analysis for a YMCA Site
13. Discussion and Possible Action to Approve Paving of Pathway on the Lebanon Avenue Row
14. Discussion and Possible Action on Youth Center Maintenance
15. Discussion and Possible Action on Selectman's Operating Committee
16. Discussion and Possible Action on Senior Center or Senior/Community Center Options
17. Discussion and Possible Action on 2014 – 2015 Budget
18. Citizens Comments
19. First Selectman's Report
20. Liaison Report
21. Executive Session to Discuss Successor Agreement with Public Works Union
22. Discussion and Possible Action on Successor Agreement with Public Works Union
23. Discussion and Possible Action on Public Works Job Descriptions
24. Adjourn



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Gregg Schuster, First Selectman

Board of Selectmen Minutes
Regular Meeting Minutes
Thursday, December 5, 2013
Colchester Town Hall – 7:00 PM
Meeting Room 1

HANDY A. BRAY
TOWN CLERK

Rosemary Coyle

2013 DEC -6 PM 3:21

RECEIVED
COLCHESTER, CT

MEMBERS PRESENT: First Selectman Gregg Schuster, Selectman Stan Soby, Selectman Rosemary Coyle, Selectman Denise Mizla and Selectman Mike Caplet

OTHERS PRESENT: Maggie Cosgrove, Rob Tarlov, Cindy Praisner, Jeff Mathieu, Ron Goldstein, Brad Bernier, Adam Turner, Sal Tassone, Walter Cox, Don Lee, Ken McKenna, John Rosenthal, James Forristall, Arthur Liverant, Dot Mrowka, and other citizens.

1. Call to Order

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

2. Additions to the Agenda

R. Coyle moved to remove item 5c "Commission on Aging – Joseph Menhart – Appointment from Alternate to Regular Member for a three year term to expire 12/13/2016" from the agenda due to the fact he was already appointed, seconded by D. Mizla. Unanimously approved. MOTION CARRIED

3. Approve Minutes of the November 21, 2013 Regular Board of Selectmen Meeting

M. Caplet moved to approve the Regular Board of Selectmen Meeting minutes of November 21, 2013 as presented, seconded by D. Mizla. Abstentions: R. Coyle and S. Soby. All others voted in favor. MOTION CARRIED.

4. Citizen's Comments

Dot Mrowka asked if a light could be put in the mailroom for better visibility at night. First Selectman Schuster stated J. Paggioli is looking into it.

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

a. Commission on Aging – Susan Choma - to be appointed as Regular Member for a three year term to expire 12/31/2016

D. Mizla moved to appoint Susan Choma as a member of the Commission on Aging for a three year term to expire 12/31/2016, seconded by M. Caplet. Unanimously approved. MOTION CARRIED

b. Commission on Aging – Goldie Liverant re-appointment for a three-year term to expire 12/31/2016.

R. Coyle moved to reappoint Goldie Liverant as a member of the Commission on Aging for a three year term to expire 12/31/2016, seconded by M. Caplet. Unanimously approved. MOTION CARRIED

c. Planning and Zoning Commission – John Rosenthal re-appointment for a three-year term to expire 12/31/2016.

S. Soby moved to reappoint John Rosenthal as a member of the Planning and Zoning Commission for a three year term to expire 12/31/2016, seconded by R. Coyle. Unanimously approved. MOTION CARRIED

d. Blight Task Force –

James Forristall was interviewed.

e. Blight Task Force

Carl E. Swanback was not present.

6. Budget Transfers

None

- 7. Tax Refunds & Rebates**
S. Soby moved to approve tax refunds in the amount of \$894.78 to Constance Markham & Martin Lopez, \$98.71 to Toyota Motor Credit Corp., \$1,034.66 to EAN Holdings, and \$10.77 to Christopher Soleau, seconded by M. Caplet. Unanimously approved. MOTION CARRIED.
- 8. Discussion and Possible Action on Selectman's Operating Committee Report**
Discussion was had regarding the next steps to the proposal completed by the sub-committee. S. Soby stated the sub-committee looked at what it's costing the Board of Trustees to operate the building, what the town and Board of Education is paying for the space being used which is not covered in the cost and where the trustees are in their ability to continue to maintain the building. A. Liverant stressed the importance to work with the town to preserve the historic buildings. Discussion will continue at future board meetings. M. Caplet moved to accept the report from the sub-committee, seconded by R. Coyle. Unanimously approved, MOTION CARRIED.
- 9. Discussion and Possible Action on Elected Officials Salary Increase**
M. Caplet presented the board members with a cost of living chart he found on the Social Security website as a starting point for discussion and stated his thoughts were to take action for this fiscal year and have future discussions on a policy moving forward. First Selectman stated since the discussion is going down that route impacting him personally he recused himself and turned the chair over to the Vice-Chairman Soby. Discussion continued. S. Soby asked M. Cosgrove for salary increase history going back six years. Discussion was completed. S. Soby turned the chair back over to the First Selectman.
- 10. Discussion and Possible Action to Reduce Surety Bond for White Oak Farm Conservation Sub-Division**
S. Soby moved that the Town of Colchester reduce Subdivision surety bond No. 1063781 in the amount of \$118,254.35 by \$62,193.06 leaving a bond balance of \$56,061.29 as recommended by the Town Engineer, seconded by M. Caplet. Unanimously approved. MOTION CARRIED.
- 11. Discussion and Possible Action to Authorize Selectman to sign Contract and any documents for Exercise Instructor Gina Schriver**
M. Caplet moved that the Colchester Board of Selectmen authorize First Selectman Schuster to sign the attached contract with Gina Schriver, Exercise and Stretchercise Instructor beginning 1/2/2014 and ending 6/30/2014, seconded by D. Mizla. Unanimously approved. MOTION CARRIED
- 12. Discussion and Possible Action on the Collaborative for Colchester's Children**
Tabled to next meeting.
- 13. Discussion and Possible Action to Authorize the First Selectman to enter into a Contract with SEER to perform site analysis for a YMCA Site**
Board members asked for time to review the entire contract. Tabled to next meeting.
- 14. Discussion and Possible Action on Ambulance Incentive Program**
R. Coyle moved that the Board of Selectmen approve the appropriation from General Fund unassigned fund balance to Fire Department Contractual, Temporary, Occasional Payroll in the amount of \$48,000 for the Ambulance Incentive Program for the period January-June 2014, seconded by M. Caplet. Unanimously approved. MOTION CARRIED.
- 15. Citizen's Comments**
Joe Cronin suggested that the board members consider microphones during the meetings so the audience can hear them better.
- 16. First Selectman's Report**
First Selectman Schuster stated that this Saturday the Sleigh Bells Arts & Crafts Fair will be held at Bacon Academy from 9:00am to 4:00pm, Senior Center Holiday Fair will be held at the Senior Center at 9:00am, Senator Lineres will be hosting a toy drive at CVS from 12:00pm to 2:00pm, the Holiday Homecoming with the tree lighting ceremony will be held at the Town Green starting at 4:30pm and the Colchester Community Orchestra will be playing at the Federated Church at 6:30pm. First Selectman Schuster also stated another buyer for the Slembeck Farm came into the picture and is working with the seller and intends to apply for grants to restrict the property to farming usage. First Selectman Schuster stated the state police dispatch has consolidated at Troop C in Tolland.

17. Liaison Report

D. Mizla attended Youth First meeting and stated the organization is busy working on making and sending blankets to the troops, attending college tours, hosting Community Conversation events and will be present at the Holiday Homecoming on the Green on Saturday. S. Soby attended the Planning & Zoning meeting who has started their Public Hearings regarding change to the zoning regulations and zoning map and the public hearing will continue in January.

18. Executive Session to Discuss

D. Mizla moved to go into Executive Session to discuss a)Performance of Town Hall Employee, b)Negotiations with Library Union Local 1303-448 Connecticut Council 4, AFSCME, AFL-CIO, c)Retirement Funds Hardship Withdrawal Request from a Town Employee and to invite M. Cosgrove and R. Tarlov, seconded by M. Caplet. Unanimously approved. MOTION CARRIED

Entered into executive session at 8:59 p.m.

R. Tarlov and M. Cosgrove exited from executive session at 9:42 p.m.

Board of Selectman members exited from executive session at 9:47 p.m.

19. Discussion and Possible Action on Successor Contract with Library Union Local 1303-448 Connecticut Council 4, AFSCME, AFL-CIO

M. Caplet moved to approve the successor contract with Library Union Local 1303-448 Connecticut Council 4, AFSCME, AFL-CIO (attachment #2) and authorize the First Selectman to sign all necessary documents, seconded by Stan Soby. Unanimously approved. MOTION CARRIED

20. Adjourn

M. Caplet moved to adjourn at 9:49 p.m., seconded by R. Coyle. Unanimously approved. MOTION CARRIED.

Attachment

Exercise & Stretchercise Instructor Gina Schriver (Attachment #1)

Successor Contract with Library Union Local 1303-448 Ct. Council 4 AFSCME, AFL-CIO (Attachmen #2)

Respectfully submitted,

Gina Santos, Clerk

Colchester Senior Center
BOS Request for Approval

TO: Board of Selectmen

FROM: Patricia Watts, Director

RE: Exercise & Stretchercize Instructor Contract

DATE: 11/18/2013

This is a renewal contract with our existing Exercise & Stretchercize instructor at the same hourly rates-

Exercise \$30 per hour.

Stretchercize \$25 per hour

Action Recommended:

That the Colchester Board of Selectmen authorize Gregg Schuster, First Selectman, to sign the attached contract with Gina Schriver, Exercise and Stretchercize Instructor beginning 1/2/14 and ending 6/30/14.

Town of Colchester/Senior Center

95 Norwich Ave.
Colchester, CT 06415
(860) 537-3911

LETTER OF AGREEMENT

CONTRACT FOR PROFESSIONAL SERVICES BY & BETWEEN THE TOWN OF COLCHESTER SENIOR CENTER AND Gina Schriver, Exercise & Stretcherize Instructor

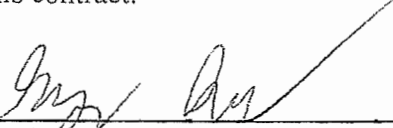
Name/Location	Time Period	Instructor	Hourly Rate
Senior Center	1/2-6/30/14	Gina Schriver	\$30 Exercise
Senior Center	1/2-6/30/14	Gina Schriver	\$25 Stretcherize

1. The contractor agrees to provide professional exercise and stretcherize instruction with the specifications contained in the "Scope of Services" listed below.
2. Compensation to the contractor shall be at the rate of \$30 per hour for exercise and \$25 per hour for stretcherize. The contractor shall be paid at the conclusion of each 2 week period, and shall be responsible for submitting invoices on a bi-weekly basis. Checks will be issued after invoices are received and approved. Invoices will be processed for payment no earlier than 2 weeks after the program has started. Please allow 3 weeks for initial processing.
3. It is the philosophy of the Town of Colchester that a contractor's appearance and attitudes be reflected in his/her daily work practices. Contractors shall be expected to maintain a neat and clean appearance while under contract with the town.
4. If it is deemed necessary, the senior center director/acting director reserves the right to add or cancel programs and to adjust work schedules as required, for the benefit of the program. The senior center director/acting director also reserves the right to revoke all contracts where inability to work established schedules is not in the best interest of the program.
5. It is mutually agreed that this is a contract for services and not a contract for employment. The Contractor shall not be entitled to any employment benefits from the Town of Colchester such as but not limited to: vacation, sick leave, insurance, workers compensation, pension, and retirement benefits. The Contractor shall be responsible for the filing of federal and state income tax information, as well as quarterly Social Security payments as a self-employed individual.
6. The Contractor shall at all times enter its appearance for, defend, indemnify, protect and save harmless the Town of Colchester from any and all claims for demands for

damages, either in law, or in equity, arising out of or by virtue of the execution of this agreement.

7. An updated liability insurance certificate with coverage of \$1,000,000.00 evidence of Workers Compensation Insurance and current CPR and First Aid Certificates for the instructor will be provided upon acceptance of this contract. If your program is being held in a Colchester School Building you and any employees must submit fingerprint cards along with processing fee to the BOE office prior to your first class.
8. A scheduled meeting with the program assistant prior to the start of the program is required. Rosters and attendance sheets will be given to the instructor prior to the first class. Please return accurate attendance sheets to the senior center program assistant at the conclusion of your program.

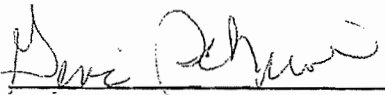
If you agree with the terms and conditions stated above, please sign and return one copy of this contract.



Gregg Schuster, First Selectman

12/6/13

Date



Gina Schriver, Independent Contractor

11/21/13

Date

LABOR CONTRACT

for

WORKING AGREEMENT

between

TOWN OF COLCHESTER

and

LOCAL 1303-448 CONNECTICUT COUNCIL 4
AMERICAN FEDERAL OF STATE, COUNTY AND MUNICIPAL EMPLOYEES
AFL-CIO

LIBRARY EMPLOYEES

JULY 1, ~~2010~~2013, THROUGH JUNE 30, ~~2013~~2016

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This Agreement is entered into by and between the Town of Colchester, Connecticut, hereinafter referred to as the "Town," and Local 1303-448 of Council 4, American Federation of State, County and Municipal Employees, AFL-CIO, hereinafter referred to as the "Union".

ARTICLE I - RECOGNITION AND SCOPE OF AGREEMENT

1.1 The Town recognizes the Union as the sole and exclusive bargaining agent for the purpose of collective bargaining on all matters of wages, hours of employment and other conditions of employment for all employees employed by the Town at the Cragin Memorial Library working twenty (20) hours or more per week, excluding the Library Director, library pages working less than twenty (20) hours per week and other employees excluded under the Connecticut Municipal Employees Relations Act.

ARTICLE II - RIGHTS OF MANAGEMENT

2.1 The Town retains any and all rights and prerogatives of management it enjoyed prior to the execution of this Agreement except as specifically and expressly limited or modified by the provisions of this Agreement.

2.2 The Town shall have the right to hire, discipline, discharge, lay off, assign, promote, direct and control its employees and the operations, methods and management of Town business and the operations of the Cragin Memorial Library, and the Town's decision in such matters shall not be subject to contest or review, except as otherwise specifically and expressly provided herein.

2.3 The Town may continue, and may from time to time make or change, such rules or regulations as it deems appropriate for the conduct of Town and/or Cragin Memorial Library business, provided that same are not inconsistent with any specific and express provisions of this Agreement. All such rules and regulations shall be observed by the employees.

2.4 Nothing herein contained shall prevent supervisors, volunteers, interns or workfare employees from performing duties of bargaining unit employees covered by this Agreement provided that such use shall not directly result in the layoff of a bargaining unit employee.

ARTICLE III - UNION SECURITY

3.1 All employees in the bargaining unit shall, as a condition of employment, become members of the Union in good standing, or pay a service charge equal to the cost of collective bargaining, contract administration and grievance adjustment (but not more than Union dues) for the duration of this Agreement or any extension thereof.

3.2 Upon receipt of a signed authorization form from the employee involved, a copy of which is attached to this Agreement as Schedule A, the Town shall deduct from the employee's pay, on a biweekly basis, in equal installments, such uniform initiation fees and/or dues and/or service fees as the Union shall determine. The Union agrees to hold the Town harmless from damages arising from the making of authorized deductions. (See APPENDIX A.)

3.3 (a) Such payroll deductions, as provided herein, shall be remitted to the Council 4 Office of the Union by the fifteenth (15th) day of the next month following the month in which such dues and/or service fees were deducted along with a list of names of employees from whom the deductions have been made.

(b) New employees shall sign a payroll deduction card at the time of hire, effective the first payroll following completion of thirty (30) days of employment. It is the responsibility of the Union President to have the card completed and transmit same to the Accounting Department. The Financial Officer of the Union shall notify the Town in writing of the amount of the uniform dues or service fees to be deducted.

3.4 The Union shall indemnify the Town and the Cragin Memorial Library or agent or employee of the Town and/or Library and hold them harmless against any and all claims, demands, suits, or other forms of liability that may arise out of or by reason of, any action taken by the Town or Cragin Memorial Library or agent or employee of the Town and/or Library for the purpose of complying with the provisions of this Article. The Union will refund to the Town any amount paid to the Union in error on account of the dues deduction provision.

3.5 The Town shall provide one copy of the contract to each employee upon request. New employees shall be supplied a copy of the contract at the time they are hired. The Union shall be supplied with five (5) signed copies of the contract within thirty (30) days from the date it is signed.

3.6 (a) The Town agrees to provide a bulletin board in an area mutually agreeable to the Town and Union. The bulletin board shall be used for posting Union notices and shall be restricted to the following:

1. Notices of Union recreational and social activities;
2. Notices of Union elections and results of such elections;
3. Notice of Union appointments;
4. Notice of Union meetings and reports and minutes thereof;
5. Job postings by the Town;
6. If the Union desires to post any other information or material, the

Union shall first submit same to the First Selectman for his/her approval. The First Selectman shall have the sole discretion to approve or disapprove said posting.

(b) Prior to posting any notice on the Union bulletin board, the Union shall file one (1) copy of said notice with the First Selectman.

ARTICLE IV - DISCIPLINE AND DISCHARGE

4.1 The disciplining of employees for breach of the rules, policies or practices of the Town and/or Cragin Memorial Library is the right of management.

4.2 Each new employee shall serve a probationary period which shall consist of ninety (90) days of work. During such probationary period, an employee may be disciplined or discharged at the Town's discretion, and such discipline or discharge shall not be subject to the grievance or arbitration procedures of this Agreement.

4.3 No employee shall be discharged or otherwise disciplined without just cause.

4.4 Disciplinary actions or measures will normally include, but may not necessarily include, any of the following depending upon the conduct in question:

- (a) oral reprimand,
- (b) written reprimand,
- (c) suspension, or
- (d) discharge.

ARTICLE V - SENIORITY

5.1 For Employees hired on or after the signing of this Agreement, an employee's seniority shall be based upon his/her length of continuous full-time service within his/her job classification within the bargaining unit beginning on the employee's last date of hire in such classification. For employees hired prior to the signing of this Agreement, an employee's seniority shall be based upon his/her length of continuous full-time service with the Library. Seniority shall be broken by:

- (a) Voluntary resignation,
- (b) Discharge for cause,

- (c) Unauthorized absence without notifying the Town in writing, unless failure to do so is for reasons beyond the employee's control,
- (d) Layoff for a period of more than six (6) months, or
- (e) Strikes or other forms of work stoppage.

5.2 If seniority is broken, the employee shall be considered a new hire for all purposes if employment subsequently resumes.

5.3 When an employee has completed his/her probationary period, he/she shall be placed on the seniority list from the date of his/her most recent hire within his/her classification, in accordance with Section 5.1.

5.4 Full-time service shall mean at least thirty-five (35) hours of work per week inclusive of lunch. Part-time service shall mean at least twenty (20) hours of work per week provided that only part-time employees who work more than thirty (30) hours per week shall be eligible for pro-rated fringe benefits (vacation, holidays, sick leave, life insurance and participation in defined contribution retirement plans) as provided in this Agreement. Part-time service shall be pro-rated and credited for seniority purposes. Employees moving from part-time to full-time status will be credited for all part-time accrued seniority.

ARTICLE VI - VACANCIES

6.1 Full-time Vacancy. For the purposes of this Article, a full-time vacancy is created when the Town determines to increase the work force by creating a new position or by filling a vacancy in an existing position.

6.2 Posting. ~~Notice of full-time bargaining unit vacancies shall be posted on the Union bulletin board stated in Article 3.6 for five (5) calendar days with a copy to the Union upon request, prior to any action taken by the Town to fill such vacancies or new positions. Such notice shall state the position, classification, the shift, the work location and the rate of pay for the job. Existing bargaining unit members will be guaranteed an interview. The Town may also fill the vacancy from outside the bargaining unit, as the Town deems appropriate, if the outside applicant possesses greater skill, experience or ability, as reasonably determined by the Town, than a present employee applying for the vacancy. Vacancies will be filled by the Town as soon as practicable. Prior to filling any vacant bargaining unit position, the employer shall first send notice of any such vacancy to the Union and the Union-designated stewards and shall concurrently post a notice of the vacancy on the bulletin boards it ordinarily uses to notify bargaining unit employees. Such notice shall be posted for not less than five (5) calendar days, and the position shall not be filled prior to the expiration of the posting period but nothing will preclude the Town from concurrently posting or advertising outside of the bargaining unit. In no situation will outside applicants be interviewed prior to interviewing bargaining unit~~

applicants. The Town shall have the right to select the best qualified candidate, as the Town deems appropriate based on the relative skill, experience and/or ability of the applicants, irrespective of their status as an internal or external candidate.

ARTICLE VII - LAYOFF AND VOLUNTARY QUIT

7.1 The Town may lay off employees within its discretion for any business reason. Where practicable, the Town will provide ~~one (1) month~~ thirty (30) calendar days notice in advance of a layoff.

7.2 If it is determined by the Town that layoffs are necessary, employees will be laid off as follows:

- (a) probationary employees;
- (b) thereafter, by classification in the sole discretion of the First Selectman, based on inverse order of seniority within the classification.

7.3 Layoffs shall take effect, as set forth in Section 7.2. Laid-off full-time employees shall have recall rights to the position which they held at the time of layoff for a period of up to twelve (12) months from the date of layoff. No new employees shall be hired in those classifications until the employees set forth above have been given an opportunity to return to work. Five (5) calendar days written notification to the last known address shall be sufficient notification of the opportunity for recall. If no reply is received within ten (10) calendar days after the mailing of notification as aforesaid, or if the employee declines the recall opportunity within such time period, then the employee shall forfeit all recall rights. Returning employees, under the provisions of this section, must return to work no later than fifteen (15) calendar days from the date of the mailing of the notification.

ARTICLE VIII - WAGES

8.1 Effective on the signing of this Agreement, the wage rates for all bargaining unit employees shall be those in effect on June 30, 2010~~13~~ resulting in the wage schedules set forth in Appendix B, subject to the following:

- (a) ~~There shall be no general wage increase applied to the wage rates in effect on June 30, 2010 during the July 1, 2010 through June 30, 2011 fiscal year. There shall be a two and one half percent (2.5%) general wage increase applied to the wage rates in effect on June 30, 2013 during the July 1, 2013 through June 30, 2014 fiscal year.~~
- (b) There shall be a ~~three-one and three quarter percent (31.75%)~~ three and one half percent (3.5%) general wage increase applied to the wage rates in effect on June

30, 2011~~14~~ during the July 1, 2011~~14~~ through June 30, 2012~~15~~ fiscal year.

- (c) There shall be a ~~three-two~~ percent (32%) general wage increase applied to the wage rates in effect on June 30, 2012~~15~~ during the July 1, 2012~~15~~ through June 30, 2013~~16~~ fiscal year.

8.2 Effective beginning on or about sixty (60) days following ratification of this Agreement by the Board of Selectman, employees shall have all wages and other payments earned by an employee deposited directly to a bank or credit union account of the employee's choosing, on the normal paydays for such wages and other payments.

ARTICLE IX - HOURS

9.1 Due to the nature of the Town's duties and responsibilities in providing services to the community, the Union agrees that in cases of unusual job requirements or emergencies starting time may be staggered to meet varying needs of the Town.

9.2 The work schedule shall be set according to availability of funds and to meet the needs of the Cragin Memorial Library, including but not limited to staffing service desks, conducting programs, attending meetings and representing the Cragin Memorial Library in the community. In order to meet these needs, work hours will include evening and weekend hours.

9.3 The regular hours of employment for full-time bargaining unit employees shall be thirty-five (35) hours per week. The regular hours for part-time bargaining unit employees shall be twenty (20) hours to thirty-four (34) hours per week. The hours of work will be scheduled generally between the hours of 9:00 a.m. and 9:00 p.m. Monday through Thursday and generally between the hours of 9:00 a.m. and 6:00 p.m. Friday and Saturday. Full-time employees working shall receive a ½ hour paid lunch break each working day in accordance with existing practice. Employees may request to revise their work schedule if necessary subject to the approval of and in the sole discretion of the Library Director or his or her designee. The denial of any such request to revise the schedule shall not be subject to the grievance and arbitration provisions of this Agreement.

9.4 Full-time employees will be required to work at least one night per week. Part-time employees may be required to work multiple nights during any one week.

9.5 Full-time employees will work one Saturday in every four week period. Part-time employees may be scheduled to work between one and four Saturdays per month. The Library Director or his/her designee will adjust the rotation so that holiday weekends will be evenly distributed.

9.6 In the event that Sunday hours are established, the Library Director shall determine annually the number of assignments needed and a sign up list shall be established for bargaining unit employees to volunteer for such assignments.

9.7 The Library Director or his/her designee and the Union President or his/her designee shall meet and discuss the process by which Sunday assignments are made and rotated in accordance with the sign up list set forth in Section 9.6 above.

9.8 The Library Director shall determine when overtime shall be worked. Overtime assignments shall be on a rotational basis by seniority in the same job classification. Employees who may be required to return to work, outside their normally scheduled hours, shall be paid no less than two (2) hours at his/her straight time hourly rate, unless otherwise eligible for overtime for such hours worked.

9.9 Any employee who is authorized by the Library Director to work in excess of forty (40) hours in a work week shall be paid for at the rate of one and one-half times the employee's regular hourly rate.

9.10 There shall be no pyramiding or duplication of overtime or premium payments for the same hours worked.

9.11 Nothing in this Article shall in any way restrict the right of the Town to increase or decrease the number of hours of work per week for any bargaining unit position at any time. In the event that the weekly hours of work for any bargaining unit position(s) are to be reduced through the regular annual budget process or at any time throughout the fiscal year, the Town shall notify the Union and the employee in affected position at least fourteen (14) calendar days in advance of the implementation of any reduction in hours. During such fourteen (14) calendar days, the parties shall meet and discuss the reasons for such anticipated reduction in hours.

ARTICLE X - HOLIDAYS

10.1 The Town will recognize the following days as paid holidays for all employees regular scheduled to work at least thirty (30) hours per week:

New Year's Eve (1/2 day)
New Year's Day
Martin Luther King Day
Lincoln's Birthday (Floater)
Presidents' Day
Good Friday
Memorial Day
Independence Day
Labor Day
Columbus Day
Veterans Day

Thanksgiving Day
Day After Thanksgiving
Christmas Eve (1/2 Day)
Christmas Day

Lincoln's Birthday will be treated as a floating holiday at the employee's option with the prior approval of the First Selectman. Any such floating holiday to be scheduled by mutual agreement, at least two weeks in advance, by the employee and the First Selectman or his/her designee.

10.2 Payment for each holiday will be at the employee's regular rate of pay for the average daily straight time hours worked.

10.3 An employee working on a holiday shall be paid his/her regular straight time pay in addition to any holiday pay the employee is entitled to receive.

10.4 In order to qualify for holiday pay, an employee must work his/her scheduled workday before and after such holiday, unless the absence is authorized by the employee's supervisor or occasioned by a bona fide illness and a doctor's note confirming the illness, if requested by the Town.

10.5 Whenever any of the holidays listed in Article 10.1 occurs while an employee is on a leave of absence for illness that has been authorized by the Town, the employee shall accept the day as a holiday with no charge to sick leave.

10.6 When a holiday occurs during a regularly approved vacation, said day shall be treated as a holiday and shall not be charged against the employee's earned vacation time.

10.7 Employees shall be eligible to receive holiday pay upon hire.

ARTICLE XI - VACATION

11.1 (a) All full-time employees shall receive their vacation time on January 1st of each year based on completed years of service as follows:

Length of Service

Annual Vacation

6 months completed

After 6 months of employment, the employee may utilize up to three (3) days of the first year's vacation allotment (i.e. upon the first anniversary if three days have already been used then two days will be allocated for the next year.)

1-year completed

1 week (5 days)

2-7 years completed	2 weeks (10 days)
8-14 years completed	3 weeks (15 days)
15-19 years completed	4 weeks (20 days)
20 years and above	5 weeks (25 days)

<u>6 months-1 year</u>	<u>3 days</u>
<u>1 year</u>	<u>10 days</u>
<u>2 years</u>	<u>11 days</u>
<u>3 years</u>	<u>12 days</u>
<u>4 years</u>	<u>13 days</u>
<u>5 years</u>	<u>15 days</u>
<u>+1 day/year to tenth year (max 20 days)</u>	

(b) Part-time employees regularly scheduled to work at least thirty (30) hours per week shall receive vacation on a pro-rated basis, based on the number of hours the employee is regularly scheduled to work.

11.2 The vacation period will be set by mutual agreement between the supervisor and the employees except that if there is a conflict, seniority shall govern preference within department.

11.3 Requests for vacation shall be submitted to the employee's immediate supervisor in writing at least twenty (20) business days in advance. Vacation dates require approval by the First Selectman upon the recommendation of the employee's supervisor, giving consideration to the operating requirements of the Town and Cragin Memorial Library. Requests for vacation time during June, July or August must be submitted in writing to the employee's supervisor no later than April 20 of each year so that all requests of all employees may be considered and staffing needs met. Employees will be allowed to carry over accrued but no used vacation days up to a maximum of five (5) per year to a maximum accumulation of thirty (30) days.

11.4 Effective January 1 of each calendar year, each full-time employee will receive five (5) personal leave days. Employees hired during the year shall receive pro-rata personal leave days as follows:

Hired on or after January 1 through March 31 - 3 personal days

Hired on or after April 1 through June 30 - 2 personal days

Hired on or after July 1 through September 30 - 1 personal day

Hired on or after October 1 through December 31 - 0 personal days

Employees may not use personal leave during their probationary period. Part-time employees who are regularly scheduled to work at least thirty (30) hours per week shall be entitled to four (4) personal days per year. Personal days are to be used for transacting personal affairs which cannot be conducted during non-work hours.

11.5 In extenuating circumstances and/or when deemed to be in the best interests of the Town, additional paid vacation leave may be granted at the sole discretion of the First Selectman.

ARTICLE XII - SICK LEAVE - INJURY LEAVE

12.1 Upon successful completion of the probationary period, full-time employees shall accrue sick leave at the rate of one (1) day per month, retroactive to the date of hire. Part-time employees who are regularly scheduled to work at least thirty (30) hours per week shall be entitled to sick leave on a pro-rated basis, based on the number of hours the employee is regularly scheduled to work. Illness necessitating absence from work shall be reported to the employee's supervisor as early as possible. For illnesses extending more than one day, the employee, if practical, must contact his/her supervisor for approval by 4:00 p.m. daily if he/she does not expect to report to work the next day. The Town (First Selectman and/or Library Director) may require a doctor's note confirming the illness after three (3) consecutive days of illness or where the Town suspects abuse based on frequency of sick leave or a discernible pattern of sick leave.

12.2 Employees shall be allowed to accumulate up to sixty (60) days of sick leave. The rate of sick pay shall be the employee's regular straight-time hourly rate of pay in effect from the employee's regular job at the time sick leave is being taken. Sick leave may be taken for non-service connected personal illness or disability, which renders the employee unable to perform the duties of his or her position. For the purpose of bridging the ninety (90) day waiting period for Long Term Disability (LTD) insurance under Article 13, Section 13.8, employees may accumulate up to 30 additional days of sick leave which can also be drawn from in special circumstances involving serious health conditions at the discretion of the First Selectman.

12.3 Each employee who retires with ten (10) or more years of service with the Town will be paid for accumulated sick leave at the base rate of pay. Upon the death of a current employee, the employee's designated beneficiary shall be paid for accumulated sick leave at the base rate of pay.

12.4 Employees who sustain injuries which arise out of and in the course of their employment with the Town will be eligible for workers' compensation benefits in accordance with the provisions of the Workers' Compensation Act.

ARTICLE XIII - INSURANCE AND PENSION

13.1 Each full-time bargaining unit employee may elect single, two-person, or family coverage under one of the following medical benefit plans:

- (a) ~~Century Preferred Managed Care Plan~~
- (b) ~~Blue Care Managed Care Plan~~

~~Notwithstanding the provisions set forth in Section 13.3 below, effective with the 2011-2012 contract year the Town shall implement the Comp Mix plan as attached at Appendix C in lieu of the current plan offerings.~~

Eligible employees may elect coverage under the Comp Mix Plan as attached at Appendix C which plan shall remain available through June 30, 2014. Thereafter, eligible employees may elect coverage under a HDHP/HSA Plan with deductibles of Two Thousand Dollars (\$2,000) for single and Four Thousand Dollars (\$4,000) for two-person and family coverage. In and out-of-network benefits share the same deductible. For out-of-network the member will have an additional responsibility for 20% of the cost of services after deductible until the cost share maximum ("CSM") reaches \$4,000 single (includes deductible) and \$8,000 family (includes deductible). Effective July 1, 2014, the CSM also includes prescription copays after deductible in the amount of \$5 (generic)/\$25 (formulary) / \$40 (non-formulary).

The Town shall fund sixty percent (60%) of the deductible cost through a deposit to a Health Savings Account ("HSA") for each eligible employee. In July 2015, the Town shall fund fifty percent (50%) of the deductible cost through deposit to the HSA for each eligible employee. Deductible deposits shall otherwise be made proportionately on a quarterly basis. Effective July 1, 2013, employees who elect benefits under the Comp Mix Plan shall contribute fifteen percent (15%) of the premium cost for said insurance for themselves and their dependents by bi-weekly payroll deductions for the duration of this Agreement. The employee premium share contribution shall increase to fifteen and one half percent (15.5%) effective January 1, 2014. Effective July 1, 2014, employees who elect benefits under the HDHP shall contribute fifteen and one half percent (15.5%) of the premium cost for said insurance for themselves and their dependents. Effective July 1, 2015, the premium share shall increase to sixteen percent (16%). Dental premium share contribution shall be the same as the health care premium share. For Medicare eligible employees over age 65, the Town shall establish a Health Reimbursement Account in lieu of the HSA and fund such account in the same amount as is funded for eligible employees participating in the HSA.

Medical contribution credits equal to 1% of the applicable premium rates will be applied to employee payroll deductions if the employee is compliant with the Town's Wellness program.

The Town's Wellness Program requires employees to do the following in order to qualify for their Medical contribution credit:

- Have their physician complete a Preventive Health Attestation Form indicating they are current for age appropriate screenings:
 - Physical Exam
 - Breast Cancer Screening
 - Colon Cancer Screening
 - Cervical Cancer Screening
- Have their physician provide them with Biometrical Results including:
 - LDL, HDL, Total Cholesterol, Blood Glucose, Height, Weight, Body Mass Index, Waist Circumference, Blood Pressure, Pulse

Complete an on-line Health Risk Assessment, including Biometrical Results.

13.2 All references in this Agreement to types of benefits are solely for the purposes of description and identification, and in all cases the terms and provisions of the insurance policies themselves shall govern any claim. The Town shall provide a copy of the insurance plans to all employees covered by this Agreement.

13.3 The Town shall have the right to change medical plans, benefits, carriers and to self-insure any of the benefits offered to bargaining unit employees provided that the benefits offered shall be no different than the benefits offered to non-union employees. Any change shall be made effective on July 1 of any contract year.

13.4 (a) ~~Effective July 1, 2010, each eligible member of the bargaining unit shall contribute, through bi-weekly payroll deduction, thirteen percent (13%) of the monthly premium cost for individual, two person, or family medical, dental, and prescription drug benefit coverage provided in this Article.~~

~~(b) Effective July 1, 2011, each eligible member of the bargaining unit shall contribute, through bi-weekly payroll deduction, fourteen percent (14%) of the monthly premium cost for individual, two person, or family medical, dental, and prescription drug benefit coverage provided in this Article.~~

~~(c) Effective July 1, 2012, each eligible member of the bargaining unit shall contribute, through bi-weekly payroll deduction, fifteen percent (15%) of the monthly premium cost for individual, two person, or family medical, dental, and prescription drug benefit coverage provided in this Article.~~

(e) The Town shall maintain a plan under Section 125 of the Internal Revenue Code for the purpose of permitting employees to make their premium contributions on a pre-tax basis, to the extent provided by law.

13.5 (a) For non-Medicare eligible full-time employees who were hired

prior to July 1, 2009 and who retire with a minimum of ten (10) years of service on or after July 1, 2009, medical coverage for the most cost-effective plan offered to Town employees shall be provided for the retiree and the retiree's spouse at the group rate for such benefits for a period not to exceed five (5) years or upon the retiree's eligibility for credible Medicare D coverage with the cost of the monthly premium paid by the retiree. Once an employee opts out of such plan coverage he or she will not be eligible for readmission.

(b) At such time as a retiree who retires on or after July 1, 2009 becomes eligible for Medicare, the Town shall provide for Medicare risk plan coverage as an alternative to Medicare with the cost of the monthly premium paid by the retiree as long as such plans are available to the Town. This section applies only to full-time employees who were hired prior to July 1, 2009 and who retire with a minimum of ten (10) years of service on or after July 1, 2009.

13.6 The Town may elect to implement a program of cost containment procedures (including, but not limited to, pre-admission review, admission planning services, admission and continued stay review, second surgical opinions and hospital bill audits). Prior to implementing any such program, the Town will provide informational sessions for employees.

13.7 (a) Full time employees who are regularly scheduled to work at least thirty-five (35) hours per week are eligible to participate in a Section 401 (a) Plan after ~~completing one year of employment~~ satisfactory completion of the probationary period with the Town. Plan details will be provided to each eligible employee. The Town and the employee will each contribute 6 % of base pay *only* (not including overtime, etc.) beginning on the employee's first anniversary date. Employee contributions will be made on a pre-tax basis. The combined contribution by the Town and the Employee will not exceed the maximum allowed by law per year. Employees can voluntarily contribute more than the maximum percentages quoted above on an after tax-basis subject to annual limits allowed by law including pre-tax employer and employee contributions.

(b) Part-time employees who are regularly scheduled to work at least thirty (30) hours per week are eligible to participate in a Section 401(a) Plan after ~~completing one year of employment~~ satisfactory completion of the probationary period with the Town. Plan details will be provided to each eligible employee. The Town and the employee will each contribute 4 % of base pay *only* (not including overtime, etc.) beginning on the employee's first anniversary date. Employee contributions will be made on a pre-tax basis. The combined contribution by the Town and the Employee will not exceed the maximum allowed by law per year. Employees can voluntarily contribute more than the maximum percentages quoted above on an after tax-basis subject to annual limits allowed by law including pre-tax employer and employee contributions.

(c) Effective upon ratification, full-time employees who are regularly scheduled to work at least thirty-five hours per week and part-time employees who are regularly scheduled to work at least thirty (30) hours per week shall have the option of

contributing to the Town's Section 457 Plan after satisfactory completion of their probationary period. Upon completion of ~~one year of employment~~ the probationary period with the Town, employees may contribute to the Town's 401(a) plan described in Section 13.6 (a) and (b) (as applicable) to the maximum contributions allowed by law per year. Plan details will be provided to each eligible employee. The Town will not make matching contributions to the 457 Plan.

(d) New employees who are hired on or after July 1, 2010 shall be subject to the following vesting schedule with respect to any benefits of the Town 401(a) plan:

1 Year of Participation in 401A Plan -- 20 % vested

2 Years of Participation in 401A Plan -- 40 % vested

3 Years of Participation in 401A Plan -- 60% vested

4 Years of Participation in 401A Plan -- 80% vested

5 Years of Participation in 401A Plan -- 100% vested

13.8 As set forth more fully in the long term disability plan design which will be made available to all full-time employees and part time employees who work at least 30 hours of work per week, an eligible employee who is disabled due to an accident or sickness which is not compensable under the Workers' Compensation Act and who has exhausted all of his/her paid leave benefits shall be eligible for weekly accident/sickness disability insurance payments up to 60 % of his/her base rate at the time of disability to a maximum of \$2,000 per month. These benefits will be offset by weekly workers' compensation benefits (not to include specific indemnity benefits covering specific loss or disfigurement), and other state or federally mandated benefits the employee receives. In no instance shall such benefits begin until after 90 days of disability. The Town reserves the right to terminate an employee while on disability if circumstances warrant such termination without violating state or federal law.

13.9 (a) Full-time employees who work at least 35 hours of work per week will be provided group life insurance in the amount of \$50,000.

(b) Each part-time employee who works at least 30 hours per week will be provided group life insurance in the amount of \$10,000.

ARTICLE XIV - BEREAVEMENT PAY

14.1 In the event of a death of an employee's immediate family member or in the event that an employee experiences a miscarriage, leave with pay not to exceed three (3) consecutive working days, beginning with the date of death and ending with and/or including the day after the funeral or final services, shall be granted to a full-time employee. "Immediate family" includes the employee's spouse, parent, child, grandparent, grandchild, mother-in-law, father-in-law, grandparent-in-law, brother-in-law, sister-in-law, brother, sister or any other relative who is living in the employee's household. Additional paid bereavement leave may be granted at the sole discretion of the First Selectman.

All full-time employees shall be granted leave with pay for a maximum of one (1) day to attend the funeral or final services of a niece, nephew, aunt or uncle.

Additional bereavement leave without pay may be given to a full-time employee at the discretion of the First Selectman, upon recommendation of the employee's supervisor.

14.2 To be eligible for such paid absence, an employee must notify the Town as early as possible prior to the first day of such absence.

ARTICLE XV - JURY DUTY

15.1 All employees who are called (not volunteered) to serve as jurors will receive their regular pay less their pay as a juror for each work day while on jury duty, which shall not include "on call" jury time when employees are able to be at work. The employees shall report for work for any portion of regular work day when he/she is not requested to be in court. The receipt of a subpoena or notice to report for jury duty must be reported immediately to the Town and the Town may request that the employee be excused or exempted from jury duty if, in the opinion of the Town the employee's services are essential at the time of the proposed jury service. To obtain reimbursement, the employee must present a statement from the Court showing the dates of jury service and jury fees received.

ARTICLE XVI - MILITARY RESERVE LEAVE

16.1 Military leave and the rights and benefits associated therewith shall be provided in accordance with State and Federal law (USERRA), as amended from time to time. Copies of active duty orders or a written request for a military reserve leave shall be provided to the First Selectman or his/her designee as soon as the employee is informed of the dates of the military training or service.

ARTICLE XVII - GRIEVANCE PROCEDURE AND ARBITRATION

17.1 For the purpose of this Agreement, the term "grievance" means any dispute between the Town and the employees, or the Union, concerning the application, claim of breach or violation of a specific provision of this Agreement.

17.2 Any such grievance shall be settled in accordance with the following grievance procedure:

- a. Step 1 - The aggrieved employee and/or his or her Steward or Representative shall, within fifteen (15) working days of the time the grievant knew, or reasonably should have known, of the event or condition giving rise to the grievance, file a written grievance with the Library Director in an effort to resolve the grievance immediately. The Library Director shall promptly meet with the aggrieved employee and/or his/her Steward or Representative upon receipt of the grievance in an attempt to adjust the grievance at once, and shall respond to the grievance in writing no later than ten (10) working days after receipt of the written grievance. Nothing herein shall be construed as prohibiting an employee from attempting to resolve the matter informally with his/her Director, prior to filing a written grievance.
- b. Step 2 - If the grievance is not settled at the first step, the aggrieved party or the Union may elect to file a written grievance within fifteen (15) working days of the Library Director's response, or the expiration of the time period for such response, with the First Selectman. The First Selectman will arrange a meeting with the grieving party and the Union within fifteen (15) working days after receiving the grievance in an attempt to resolve the grievance. If the grievance is not resolved by the First Selectman at that meeting, an answer will be submitted to the Union and the aggrieved, in writing, within ten (10) working days after the above meeting has been held.
- c. Step 3 - If the Union is not satisfied with the disposition of the grievance by the First Selectmen, it may submit said grievance within twenty (20) working days of receipt of the First Selectman's decision, or the expiration of the time period for such a decision, whichever is sooner, to the State Board of Mediation and Arbitration for arbitration in accordance with its rules and procedures. The arbitrator shall have no power to add to, subtract from, delete or modify in any way any of the specific terms of this Agreement. The ruling of the arbitrator shall be binding upon both parties, as provided by law. Each party shall pay its own arbitration costs.

17.3 Nothing herein shall be construed as prohibiting an aggrieved party from handling his or her own grievance if he or she so desires, but no agreement shall be made that is contrary to any of the terms of this Agreement. Only the Union shall have the power to submit a grievance to arbitration.

17.4 The Employer shall allow the aggrieved employee(s) and a Union representative or officer the necessary time off without loss of pay to resolve any such grievance(s) in accordance with those procedures as set forth in 17.2 Steps 1 through 3.

17.5 All documents, communications and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.

17.6 The time limits specified within this Article, except for the initial filing, may be extended by mutual agreement of the Union and the Town in writing.

ARTICLE XVIII - NO STRIKE - NO LOCKOUT

18.1 During the term of this Agreement, neither the employees nor the Union (or its members, agents, representatives, employees, or persons acting in concert with or participation with any of them), shall incite, encourage or participate in any strike, walkout, work stoppage, slowdown, picketing, boycott (primary or secondary), refusal to work, sympathy strike or other such interference with work or Town operations. The Town shall not lock out employees during the term of this Agreement.

18.2 The prohibition of this Article XVIII shall apply whether or not (a) the dispute giving rise to the prohibited conduct is subject to arbitration (b) such conduct is in protest of an alleged violation of any state or federal law.

18.3 If any conduct prohibited by this Article XVIII occurs, the Union will do everything within its power to terminate such conduct.

ARTICLE XIX - SEVERABILITY

19.1 Should any provision or part of this Agreement be declared or rendered illegal or enforceable by legislative or judicial authority, the balance of the Agreement shall remain in full force and effect.

ARTICLE XX WORKPLACE CONDUCT

20.1 The Cragin Memorial Library and all bargaining unit employees agree to adhere to the American Library Association Code of Ethics and Library Bill of Rights as they may be amended from time to time.

20.2 Employees are encouraged to report all actions that do not conform to these standards to the Library Director or his/her designee.

ARTICLE XXI EVALUATIONS

21.1 The job performance of each employee shall be evaluated annually and/or more frequently as needed to address identified deficiencies in performance. The evaluation shall be conducted by the Library Director or his/her designee.

ARTICLE XXII DURATION

22.1 The Town and the Union agree that unless a particular provision is stated to be retroactive, this agreement shall be effective as of the date of signing and shall remain in full force and effect until June 30, ~~2013~~2016. The Town and Union agree that only those employees on the active payroll as of the date of the signing shall be eligible for any retroactive wages or benefits.

22.2 The parties agree that this Agreement shall automatically renew itself unless either party notifies the other no later than one hundred twenty (120) days from the expiration date above that it wishes to modify or change this Agreement in any manner.

ARTICLE XXIII FEDERAL, STATE AND MUNICIPAL LAWS AND REGULATIONS

23.1 The provisions of this Agreement shall be subject to, and shall not supersede, any federal, state or municipal law, regulation, ordinance or other now or hereafter issued or enacted.

TOWN OF COLCHESTER

By: _____
First Selectman

LOCAL 1303-448 OF CONNECTICUT
COUNCIL 4, AMERICAN FEDERATION
OF STATE, COUNTY AND MUNICIPAL
EMPLOYEES, AFL-CIO

By: _____

By: _____

By: _____

By: _____

By: _____

By: _____

APPENDIX A

CONNECTICUT MUNICIPAL COUNCIL NO. 4
AMERICAN FEDERATION OF STATE, COUNTY, AND MUNICIPAL
EMPLOYEES
AFL-CIO

AUTHORIZATION FOR PAYROLL DEDUCTION AND REPRESENTATION

BY: _____
Please Print Last Name First Name Middle Name

TO: TOWN OF COLCHESTER

Effective _____, I hereby authorize the Town of Colchester to deduct from my earnings the current initiation fee being charged by ARSCME Local No. 1303-_____ and effective the same date to deduct from my earnings each two-week payroll period a sufficient amount to provide for the regular payment of the current rate of monthly Union dues, as certified by the Union. The amount deducted shall be paid to the Financial Officer of AFSCME, Local 1303-____ the American Federation of State, County, and Municipal Employees. This authorization shall remain in effect in accordance with the working agreement or upon termination of my employment.

Effective _____, I hereby authorize the Local 1303-_____ of Council 4, AFSCME and/or its appropriate affiliates to be my representative for collective bargaining.

SIGNATURE (do not print)

Street Address (print) Telephone Number

City and State (print) Zip Code

APPENDIX B

POSITION (Listed Alphabetically)	FY 10-11	FY 11-12	FY 12-13
Assistant to Children's Librarian	\$14,7240 Hourly	\$15,1657 Hourly	\$15,6207 Hourly
	\$26,900.75 Annually	\$27,707.76 Annually	\$28,429.70 Annually
Assistant Library Director	\$25,8215 Hourly	\$26,5961 Hourly	\$27,3940 Hourly
	\$47,176.01 Annually	\$48,591.15 Annually	\$49,857.08 Annually
Children's Librarian	\$26,2730 Hourly	\$27,0612 Hourly	\$27,8730 Hourly
	\$48,000.77 Annually	\$49,440.71 Annually	\$50,728.86 Annually
Circulation Supervisor	\$17,9915 Hourly	\$18,5312 Hourly	\$19,0871 Hourly
	\$32, 870.60 Annually	\$33,856.40 Annually	\$34,738.60 Annually
Head of Reference Services/LTA	\$18,4025 Hourly	\$18,9546 Hourly	\$19,5232 Hourly
	\$19,212.21 Annually	\$19,788.50 Annually	\$20, 304.18 Annually
Library Cataloger	\$18,4025 Hourly	\$18,9546 Hourly	\$19,5232 Hourly
	\$33,621.50 Annually	\$34,630.00 Annually	\$35,532.12 Annually

Note: Annual salary figures are estimates based on scheduled hours worked as of January 1, 2011 and are subject to change with staffing and/or scheduling changes.

<u>Position Title</u>	<u>FY 13-14 Hrly Rate</u>	<u>Pay Period # Hours</u>	<u>Pay Period Amount</u>	<u># Pay periods</u>	<u>FY 13-14 Annual</u>
<u>Assistant Library Director</u>	<u>28.0789</u>	<u>70</u>	<u>1,965.52</u>	<u>26.1</u>	<u>51,300.07</u>
<u>Children's Librarian</u>	<u>28.5698</u>	<u>70</u>	<u>1,999.89</u>	<u>26.1</u>	<u>52,197.13</u>
<u>Library Cataloger</u>	<u>20.0113</u>	<u>70</u>	<u>1,400.79</u>	<u>26.1</u>	<u>36,560.62</u>
<u>Circulation Supervisor</u>	<u>19.5643</u>	<u>70</u>	<u>1,369.50</u>	<u>26.1</u>	<u>35,743.95</u>
<u>Assistant Children's Librarian</u>	<u>16.0112</u>	<u>70</u>	<u>1,120.78</u>	<u>26.1</u>	<u>29,252.36</u>

2.50%

<u>Position Title</u>	<u>FY 14-15 Hrly Rate</u>	<u>Pay Period # Hours</u>	<u>Pay Period Amount</u>	<u># Pay periods</u>	<u>FY 14-15 Annual</u>
<u>Assistant Library Director</u>	<u>28.5703</u>	<u>70</u>	<u>1,999.92</u>	<u>26.1</u>	<u>52,197.91</u>
<u>Children's Librarian</u>	<u>29.0698</u>	<u>70</u>	<u>2,034.89</u>	<u>26.1</u>	<u>53,110.63</u>
<u>Library Cataloger</u>	<u>20.3615</u>	<u>70</u>	<u>1,425.31</u>	<u>26.1</u>	<u>37,200.59</u>
<u>Circulation Supervisor</u>	<u>19.9067</u>	<u>70</u>	<u>1,393.47</u>	<u>26.1</u>	<u>36,369.57</u>
<u>Assistant Children's Librarian</u>	<u>16.2914</u>	<u>70</u>	<u>1,140.40</u>	<u>26.1</u>	<u>29,764.44</u>

1.75%

<u>Position Title</u>	<u>FY 15-16 Hrly Rate</u>	<u>Pay Period # Hours</u>	<u>Pay Period Amount</u>	<u># Pay periods</u>	<u>FY 15-16 Annual</u>
<u>Assistant Library Director</u>	<u>29.1417</u>	<u>70</u>	<u>2,039.92</u>	<u>26.2</u>	<u>53,445.90</u>
<u>Children's Librarian</u>	<u>29.6512</u>	<u>70</u>	<u>2,075.58</u>	<u>26.2</u>	<u>54,380.20</u>
<u>Library Cataloger</u>	<u>20.7687</u>	<u>70</u>	<u>1,453.81</u>	<u>26.2</u>	<u>38,089.82</u>
<u>Circulation Supervisor</u>	<u>20.3048</u>	<u>70</u>	<u>1,421.34</u>	<u>26.2</u>	<u>37,239.11</u>
<u>Assistant Children's Librarian</u>	<u>16.6172</u>	<u>70</u>	<u>1,163.20</u>	<u>26.2</u>	<u>30,475.84</u>

2.00%

Note: Annual salary figures are estimates based on scheduled hours worked as of

January 1, 2013 and are subject to change with staffing and/or scheduling changes.



Colchester Town & BOE

Century Preferred Comp Mix

Century Preferred is a preferred provider organization (PPO) plan.

COST SHARE PROVISIONS	In-Network Member pays:	Out-of-Network Member pays:
Calendar Year Deductible (<i>individual/ family</i>)	\$250/\$500	\$500/\$1000
Coinsurance	20% after deductible up to	40% after deductible up to
Coinsurance Maximum (<i>individual/ family</i>)	\$1,250 / \$2,500	\$2,500 / \$5,000
Cost Share Maximum (<i>individual/ family</i>)	\$1,500 / \$3,000	\$3,000 / \$6,000
Lifetime Maximum	Unlimited	Unlimited

PREVENTIVE CARE	In-Network After Deductible Member pays:	Out-of-Network After Deductible Member pays:
Well child care	\$0 Copayment, Deductible waived	40%
Periodic, routine health examinations	\$0 Copayment, Deductible waived	40%
Routine OB/GYN visits	\$0 Copayment, Deductible waived	40%
Mammography	\$0 Copayment, Deductible waived	40%
Hearing screening	\$0 Copayment, Deductible waived	40%

MEDICAL CARE

Office visits	\$20 Copayment, Deductible waived	40%
Specialist visits	\$30 Copayment, Deductible waived	40%
Outpatient mental health & substance abuse	\$30 Copayment, Deductible waived	40%
OB/GYN care	\$30 Copayment, Deductible waived	40%
Maternity care	\$30 Copayment, Deductible waived	40%
Diagnostic lab and x-ray	20%	40%
High-cost outpatient diagnostic The following are subject to copay: MRI, MRA, CAT, CTA, PET, SPECT scans – (<i>Prior authorization required</i>)	\$75 to a \$375 annual maximum	40%
Allergy services <i>Office visits/testing</i>	\$30 Copayment, Deductible waived	40%
<i>Injectons—80 visits in 3 years</i>	20%	40%

HOSPITAL CARE – Prior authorization required

Semi-private room (<i>General/Medical/Surgical/Maternity</i>)	20%	40%
Inpatient mental health & substance abuse-after 12 th visits	20%	40%
Skilled nursing facility – <i>up to 120 days per calendar year</i>	20%	40%
Rehabilitative services – <i>up to 60 days per person per calendar year</i>	20%	40%
Outpatient surgery – <i>in a hospital or surgi-center</i>	20%	40%

EMERGENCY CARE

Walk-in centers	\$20 Copayment, Deductible waived	40%
Urgent care – <i>at participating centers only</i>	\$50 Copayment, Deductible waived	Not Covered
Emergency care – <i>copayment waived if admitted</i>	\$100 Copayment, Deductible waived	\$100 Copayment, Deductible waived
Ambulance	20%	20%

OTHER HEALTH CARE	In-Network After Annual Deductible Member pays:	Out-of-Network After Annual Deductible Member pays:
Outpatient rehabilitative services <i>30 combined visit maximum for PT, OT and ST per year. 20 visit maximum for Chiro. Per year. (Prior authorization required)</i>	\$30 Copayment, Deductible waived	40%
Durable medical equipment / Prosthetic devices <i>Unlimited maximum per calendar year</i>	20%	40%
Diabetic supplies, drugs & equipment	20%	40%
Infertility -- <i>prior authorization required</i> <i>Some restrictions may apply</i>	20%	40%
Home health care-200 visits per member per calendar year	20%, Deductible waived	20%, Deductible waived
Hospice	20%	40%
Private Duty Nursing-\$50,000 maximum	20%	40%
Acupuncture	Not Covered	Not Covered

PREVENTIVE CARE SCHEDULES

<p>Well Child Care (including immunizations)</p> <ul style="list-style-type: none"> ◆ 7 exams, birth to age 1 ◆ 7 exams, ages 1 - 5 ◆ 1 exam every year – ages 5-12 ◆ 1 exam every year, ages 12-22 <p>Mammography</p> <ul style="list-style-type: none"> ◆ 1 baseline screening, ages 35-39 ◆ 1 screening per year, ages 40+ ◆ Additional exams when medically necessary
--

<p>Adult Exams</p> <ul style="list-style-type: none"> ◆ 1 exam every year 22+
<p>Vision Exams: 1 exam every 2 calendar year</p>
<p>Hearing Exams: 1 exam every 2 calendar years</p>
<p>OB/GYN Exams: 1 exam per calendar year</p>

Notes To Benefit Descriptions

- ◆ In situations where the member is responsible for obtaining the necessary prior authorization and fails to do so, benefits may be reduced or denied.
- ◆ Home Health Care services are covered when in lieu of hospitalization. Includes infusion (IV) therapy.
- ◆ Members must utilize participating Blue Quality Centers for Transplant hospitals to receive benefits for Human Organ & Tissue Transplant services. This network of the finest medical transplant programs in the nation is available to members who are candidates for an organ or bone marrow transplant. A nurse consultant trained in case management is dedicated to managing members who require organ and/or tissue transplants. Covered services are subject to an unlimited lifetime maximum.
- ◆ Members are responsible for the balance of charges billed by out-of-network providers after payment for covered services has been made by Anthem Blue Cross and Blue Shield according to the Comprehensive Schedule of Professional Services.

Please refer to the *SpecialOffers@Anthem* brochure in your enrollment kit for information on the discounts we offer on health-related products and services.

This does not constitute your health plan or insurance policy. It is only a general description of the plan. The following are examples of services NOT covered by your Century Preferred Plan. Please refer to your Subscriber Agreement/Certificate of Coverage/Summary Booklet for more details: Cosmetic surgeries and services; custodial care; genetic testing; hearing aids; refractive eye surgery; services and supplies related to, as well as the performance of, sex change operations; surgical and non-surgical services related to TMJ syndrome; travel expenses; vision therapy; services rendered prior to your contract effective date or rendered after your contract termination date; and workers' compensation.

A product of Anthem Blue Cross and Blue Shield serving residents and businesses in the State of Connecticut.

Colchester Town & BOE - With Cost of Care

\$100/\$300 Annual Deductible

\$5 Copayment Generic Drugs

\$25 Copayment Listed Brand-Name Drugs

\$40 Copayment Non-Listed Brand-Name Drugs

Unlimited Annual Maximum

Description of Benefits		You Pay:
Annual Deductible (<i>individual/family</i>)	The amount which must be paid for covered drugs in a calendar year prior to the application of copayments.	\$100/\$300
Tier 1: Generic Drugs	The term "generic" refers to a prescription drug that is considered non-proprietary and is not protected by a trademark. It is required to meet the same bioequivalency test as the original brand-name drug. Tier 1 copayment applies.	\$5
Tier 2: Listed Brand-Name Drugs	The term "listed brand-name" refers to a brand-name prescription drug identified on the formulary by Anthem Blue Cross and Blue Shield. Tier 2 copayment applies.	\$25
Tier 3: Non-Listed Brand-Name Drugs	The term "non-listed brand-name" refers to a brand-name prescription drug not identified on the formulary by Anthem Blue Cross and Blue Shield. Tier 3 copayment applies.	\$40
Annual Maximum		Plan Pays:
	Per member per calendar year	Unlimited

How To Use The 3-Tier Managed Prescription Drug Program

The 3-Tier Managed Prescription Drug Program incorporates different levels of cost shares. An Annual Deductible must be satisfied prior to covered drugs being subject to tiered copayments, as defined in the chart above. The formulary lists generics and brand-name drugs that have been selected for their quality, safety and cost-effectiveness. These listed drugs have lower member copayments than non-listed drugs (but may not have a lower overall cost in all instances.) You minimize your copayments when you use generic prescriptions and listed brand-name prescriptions. You'll still have coverage for non-listed brand-name drugs, but at a higher cost share. **Talk to your provider** about using generic drugs or listed brand-name drugs included on the formulary. You'll have lower copayments when you use these drugs. Once your deductible is met:

- You will be responsible for **one** copayment when purchasing a **30-day supply** of prescription drugs from a participating retail pharmacy.
- You'll be responsible for **two** copayments when purchasing a **31-day to 90-day supply** of maintenance drugs through the mail-order program.

Generic Substitution: Prescriptions may be filled with the generic equivalent when available.

- When you purchase a generic drug at a participating pharmacy, you'll only be responsible for a \$5 copayment.
- When a generic equivalent is available and you obtain the brand name version, you will be responsible for the Tier 3 copayment *plus* the difference in cost between the generic and brand name drug. This provision applies unless your provider obtains **Prior Authorization**. When Prior Authorization is obtained (at the discretion of Anthem Blue Cross & Blue Shield), you will be responsible only for the Tier 3 copayment.

Connection (Concurrent Drug Utilization Review)

Connection works with the retail pharmacy's standard guidelines to provide a **second level of quality and safety checks**. The process, which is provided on-line as part of the electronic claims filing process, helps promote access to safe, appropriate, cost-effective medications for members. Connection involves a series of rules or guidelines, which identify potential medication therapy issues and deliver a message to the pharmacy by computer before the medication is dispensed. The process alerts the pharmacist of potential issues such as drug-to-drug interactions, refills requested too close together, incorrect dosing or drug duplications.

You must complete **85%** of your prescription medication before you can obtain another refill at the pharmacy

Prior Authorization May be required on certain medications

Pharmacy Programs

Voluntary Mail-service Program

Members have access to Anthem Rx, the voluntary mail-service drug program for members who regularly take one or more types of maintenance drugs. Members can order up to a **90-day supply** of these medications and have them delivered directly to their home.

The \$100/\$300 deductible, \$5 generic/\$25 listed brand-name/\$40 non-listed brand-name copayment and Unlimited annual maximum apply. When ordering a 31-day to 90-day supply, after your deductible is met, two copayments will apply, as follows: \$10 generic/\$50 listed brand-name/\$80 non-listed brand.

Step Therapy is another element of C-DUR that consists of specialized programs that review pharmacy claims submitted for a member against his/her prescription profile and can be used to assist in controlling utilization and promoting quality, cost-effective drug therapies for patients. All therapy protocols developed by APM are reviewed and approved by the P&T Committee. The current drugs affected by step therapies are: Ambien CR, Arthrotec, Celebrex, Enbrel, elidel, Lunesta, Monopril, Penlac, Prilosec, Prevacid, Rozerem & Zegerid. A step therapy protocol is requiring drug X, Y, or Z prior to receiving drug A. Step therapy protocols are built in the claims processing system to search the member's history for the required drugs. If the claim history does not indicate the member has had drug X, Y, or Z; drug A will reject at the point of service pharmacy. The member, pharmacy or physician may contact Anthem Prescription Customer Service to clarify the claim rejection. An Next Rx representative reviews the criteria with the caller. The caller is advised if the request is approved or more information is required. If additional information is needed, the member, pharmacy, or Anthem Prescription may contact the physician. The physician may supply the additional information via telephone or fax. An Next Rx support Specialist reviews the additional information and compares it to the step therapy protocol. The request will be approved and authorization entered into the pharmacy claim processor if the information matches the step therapy protocol. Criteria is not met if the information does not match the step therapy protocol. The caller is informed of the status of the request.

National Pharmacy Network

Members also have access to a network of more than 65,000 retail pharmacies throughout the country. Members may call 1-888-207-4214 to locate a participating pharmacy when traveling outside the state.

Non-participating Pharmacies

Members who fill prescriptions at a non-participating pharmacy are responsible for payment at the time the prescription is filled. Members must submit claims to Anthem Blue Cross and Blue Shield for reimbursement, and payment will be sent to the member. Members who use non-participating pharmacies will pay 20% of the in-network allowance, plus the difference between Anthem Blue Cross and Blue Shield's payment and the pharmacist's actual charge.

Points to Remember

- Anthem Blue Cross and Blue Shield will provide coverage for prescription drugs dispensed by a participating pharmacy when prescription drugs are deemed medically necessary based on specific criteria and dispensed pursuant to a prescription issued by a participating physician or by a non-participating physician, subject to deductible and copayment.
- Anthem Blue Cross and Blue Shield will not be liable for any injury, claim or judgment resulting from the dispensing of any drug covered by this plan. Anthem Blue Cross and Blue Shield will not provide benefits for any drug prescribed or dispensed in a manner contrary to normal medical practice.
- Anthem Blue Cross and Blue Shield reserves the right to apply quantity limits to specified drugs as listed on the formulary. If a member requires a greater supply, the member's provider can follow the prior authorization process.

Prescription Drug Eligibility

Eligible prescription drug benefits are limited to injectable insulin and those drugs, biologicals, and compounded prescriptions that are required to be dispensed only according to a written prescription, and included in the United States Pharmacopoeia, National Formulary, or Accepted Dental Remedies and New Drugs, and which, by law, are required to bear the legend: "Caution—Federal Law prohibits dispensing without a prescription" or which are specifically approved by the Plan.

Limits and Exclusions

Benefits are limited to no more than a 30-day supply for covered drugs purchased at a retail pharmacy, and no more than a 90-day supply for covered drugs purchased by mail order. All prescriptions are subject to the quantity limitations imposed by state and federal statutes.

This drug rider does not provide drugs dispensed by other than a licensed, retail pharmacy or our mail-order service; any drug not required for the treatment or prevention of illness or injury; vaccines or allergenic extracts; devices and appliances; needles and syringes that are not prescribed by a provider for the administration of a covered drug; prescriptions dispensed in a hospital or skilled nursing facility; over-the-counter or non-legend drugs; antibacterial soaps/detergents, shampoos, toothpastes/gels and mouthwashes/rinse.

Benefits for prescription birth control are covered for most groups. However, such coverage is optional if your group is self-insured or a bona fide religious organization. Check with your benefits administrator.

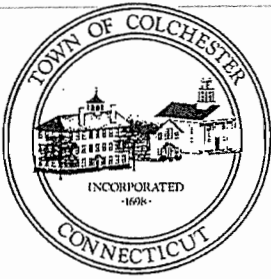
This is not a legal contract. It is only a general description of the \$100/\$300 deductible, \$5 generic/\$25 listed brand-name/\$40 non-listed brand-name 3-Tier Managed Prescription Drug Program with an Unlimited annual maximum. Please consult the Evidence of Coverage or prescription drug rider for a complete description of benefits and exclusions applicable to your coverage.

APPENDIX C

	HDHP/HSA	
Member Cost shares	Applicable to In-Network Covered Services	Applicable to Out-of- Network Covered Services
Annual Deductible	\$2,000/\$4,000 Combined	
Coinsurance	0%	20%
Coinsurance Maximum	Does not apply	\$2,000/\$4,000
Out of Pocket Maximum	\$4,000/\$8,000 Combined (includes Deductible and Rx copays)	
Lifetime Maximum	Unlimited	Unlimited
Preventive Care		
Pediatric	\$0	20% after Deductible
Adult	\$0	20% after Deductible
Vision	\$0	20% after Deductible
Hearing	\$0	20% after Deductible
Gynecological	\$0	20% after Deductible
Medical Services		
Medical Office Visit	0% after Deductible	20% after Deductible
Specialist Office Visit	0% after Deductible	20% after Deductible
Outpatient PT, Chiro & Speech Therapies	0% after Deductible	20% after Deductible
Allergy Services	0% after Deductible	20% after Deductible
Diagnostic Lab & X-ray	0% after Deductible	20% after Deductible
Inpatient Medical Services	0% after Deductible	20% after Deductible
Surgery Fees	0% after Deductible	20% after Deductible
Office Surgery	0% after Deductible	20% after Deductible
Outpatient MH/SA	0% after Deductible	20% after Deductible
Emergency Care		
Emergency Room	0% after Deductible	0% after Deductible
Urgent Care	0% after Deductible	20% after Deductible
Ambulance	0% after Deductible	0% after Deductible

APPENDIX C

	HDHP/HSA (cont'd)	
Member Cost shares	Applicable to In-Network Covered Services	Applicable to Out-of-Network Covered Services
Inpatient Hospital		
General/Medical/Surgical and Maternity (Semi-private)	0% after Deductible	20% after Deductible
Ancillary Services (Medication, Supplies)	0% after Deductible	20% after Deductible
Psychiatric	0% after Deductible	20% after Deductible
Substance Abuse/Detox	0% after Deductible	20% after Deductible
Rehabilitative	0% after Deductible	20% after Deductible
Skilled Nursing Facility	0% after Deductible	20% after Deductible
Hospice	0% after Deductible	20% after Deductible
Outpatient Hospital		
Outpatient Surgery Facility Charges	0% after Deductible	20% after Deductible
Diagnostic Lab & X-ray	0% after Deductible	20% after Deductible
Pre-Admission Testing	0% after Deductible	20% after Deductible
Other Services		
Infusion Therapy	0% after Deductible	20% after Deductible
Durable Medical Equipment	0% after Deductible	20% after Deductible
Prosthetics	0% after Deductible	20% after Deductible
Home Health Care	0% after Deductible	20% after Deductible
Retail Prescription Drugs – Effective 7/1/14 thru 6/30/15	0% after Deductible	20% after Deductible
Mail Order Prescription Drugs – 90 day supply Effective 7/1/14 thru 6/30/15	0% after Deductible	N/A
Retail Prescription Drugs Effective 7/1/15	\$5/\$25/\$40 after Deductible	20% after Deductible
Mail Order Prescription Drugs – 90 day supply Effective 7/1/15	\$5/\$50/\$80 after Deductible	N/A
Infertility	0% after Deductible	20% after Deductible



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Tri-Board Special Meeting
Board of Selectmen, Board of Education, Board of Finance
December 11, 2013, Minutes
Town Hall, 127 Norwich Avenue
Room 1**

HANICY A. BRAY
TOWN CLERK

Hanicy A. Bray

2013 DEC 13 AM 8:53

RECEIVED
COLCHESTER, CT

Members of the Board of Selectmen Present: First Selectman Gregg Schuster, Selectmen Rosemary Coyle, Mike Caplet, and Denise Mizla.

Members of the Board of Selectmen Absent: Selectman Stan Soby.

Board of Finance Members Present: Chairman Rob Tarlov, John Ringo, Art Shilosky, and Rob Esteve. Tom Kane at 7:08 p.m.

Board of Finance: Members Absent: James McNair, III.

Board of Education Members Present: Chairman Ronald Goldstein, Brad Bernier, Mary Tomasi, Michael Voiland, Donald Kennedy at 7:05 p.m.

Board of Education Members Absent: Michael Egan, Mitchell Koziol.

Others Present: Superintendent of Schools Jeffery Mathieu, Chief Financial Officer Maggie Cosgrove, School Operations Ken Jackson, Building Committee Chair Tom Tyler, and other citizens.

1. CALL TO ORDER

Selectman Schuster called this Special Meeting of the Board of Selectmen to order at 7:00 p.m.

Chairman Tarlov called this Special Meeting of the Board of Finance to order at 7:00 p.m.

Chairman Goldstein called this Special Meeting of the Board of Education to order at 7:00 p.m.

2. CITIZEN COMMENTS

None received.

3. DISCUSSION AND POSSIBLE ACTION ON WJMS RENOVATION, SENIOR CENTER AND YOUTH CENTER

Selectman Schuster provided the Board members with a tally of the recent survey of voters at the November

election sites regarding the proposed William J. Johnston Middle School (WJMS), Senior Center and Youth Center project.

Chairman Goldstein stated that the consistent theme was that the school project needed immediate Attention and he feels the school has support to move ahead.

A. Shilosky noted that the three part project failed and the projects need to move forward at separate locations.

D. Kennedy and T. Kane arrived at the beginning of this discussion.

Discussion followed regarding the separation of the school and senior center/community center projects. Selectman Schuster stated that the proposed suggestions from citizens for the location of the senior center be reviewed and further study done to address the needs of a new center.

First Selectman Schuster asked if anyone was in disagreement to move forward with the WJJMS Project
No disagreement was voiced.

Motion by D. Mizla to call a Town Meeting on Thursday, January 16, 2014 at 7:00 p.m. at Town Hall to discuss and vote upon amending the motion passed at the June 29, 2011 Town Meeting which established building committee to:

Establishing a seven-member Building Committee for the construction of a middle school as the site of the existing William J. Johnston Middle School, to include renovation of existing spaces, demolition of existing spaces, and new construction, all as determined appropriate by the Building Committee. Said project may also include allocation of space for general town use, as determined appropriate and available by said Building Committee;

Authorizing said building Committee to oversee, coordinate and supervise all aspects of the planning and construction process, including selection of architect and other consultants, choice of contractor, development of project documents and supervision of construction through completion and final acceptance by the Town;

Authorizing the Board of Education to prepare schematic drawings and specifications for the school portion of said project;

Authorizing the Board of Education to file a grant application with the State of Connecticut for the school portion of said project.

Second by: M. Caplet.

Vote: Unanimously **APPROVED**.

4. **CITIZEN COMMENTS**

Arthur Liverant stated there is a ground swell of support to turn the Jack's Chevrolet property into a Senior/ Community Center. A. Liverant feels this is the most important piece of property available in the center of town and if the Senior Center is put on hold for two years, it may not be available. A. Liverant asked the Board members to think about this as it affords the town a great opportunity.

John Malsbenden agrees that this site is well within the interest of the Town, but is it an appropriate site for a Senior Center? There are environmental cleanup issues to take a seriously hard look at. J. Malsbenden added that to move forward with the Senior Center/Community Center, the school project must be well off the ground.

Tom Tyler agrees that the school and senior center should be separate sites and asked the Boards to be mindful of the condition of the current youth center. T. Tyler feels the survey is not representative as some felt the questions were unclear. He suggested using the same architect from the previous building committee to save time and money.

5. **ADJOURNMENT**

T. Kane motioned to adjourn this Special Meeting of the Finance Board, seconded by A. Shilosky.

Vote: Unanimous to adjourn.

D. Kennedy motioned to adjourn this Special Meeting of the Board of Education, seconded by M. Tomasi.

Vote: Unanimously to adjourn.

M. Caplet motioned to adjourn this Special Meeting of the Board of Selectmen, seconded by R. Coyle.

Vote: Unanimous to adjourn.

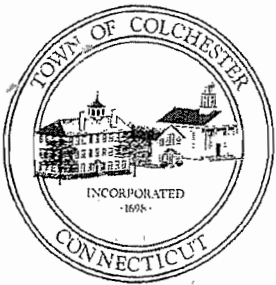
The Chairmen of the Boards adjourned their respective meetings at 8:17 p.m.

Respectfully submitted,

Mary Jane Slade

Clerk

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



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: 12/2/2013

BOARDS & COMMISSIONS APPLICATION

Name: John A. Di Iorio

Address: 8 Farmwood Dr. Colchester, CT. 06415

Home Phone: 860 537 8213 Email jandediurio@comcast.net FAX: _____

Work Phone: _____ Email _____ Town Residency 12 1/2 Years

Party Affiliation: Democrat Republican Unaffiliated (circle one)

Commission or Board you are interested in serving on: Ethics Commission

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

High School: Lawrence H.S., Lawrence, N.Y. graduated w/honors 1963

College: Union College, Schectady, NY. 1967 B.S. in Sciences
American Intl. College, Springfield, MA 1972 M.S. in Teaching
UMass, Amherst, MA 1991 Ed.D.

Trade, Business _____
Or Correspondence _____
School _____

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

1968-1992 Greenfield Public Schools (MA) Teacher
1992-2000 Hedyard Public Schools (CT) Asst. Principal
2000-2009 South Windsor Public Schools (CT) Asst. Principal + Principal
2009-2013 Griswold Public Schools (CT) Curriculum Director,
Acting Superintendent

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

Why are you interested in serving? I am looking for ways to "give back" to my community and have a special interest in the study of ethics.

Do you have any experience or familiarity with this area? I have lived + worked in Eastern CT for 21 years - 13 in Colchester. I have a good knowledge of public service law and a good understanding of local, state, + federal government.

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

Which ones? Yes - Youth Services; Aging.

Date: 12/2/2013

Signature: J. A. D. [Signature]

John A. DiIorio, Ed.D.
8 Farmwood Dr.
Colchester, CT 06415
jandcdiiorio@comcast.net

December 2, 2013

Gregg Shuster, First Selectman
Town of Colchester
Colchester, CT 06415

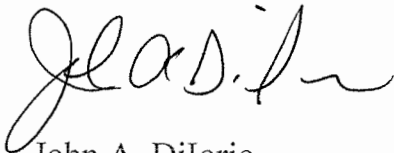
Dear Mr. Shuster,

Please accept this letter as my expression of interest in serving on the Colchester Ethics Commission. I am a recently retired public school education who has served at virtually every level of public school systems, from teacher to superintendent. I also served on municipal boards in Conway, Massachusetts, including chairman of the board of Health and the Conway Cable Commission.

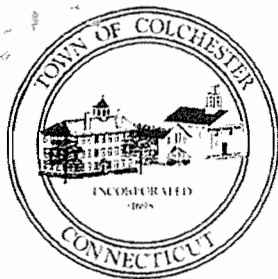
I believe that my professional and public service experience as well as my strong commitment and reputation for highly ethical behavior make me well suited for the position.

I would be happy to provide the Selectmen with any additional information or to meet with you in person to discuss my qualifications.

Sincerely yours,



John A. DiIorio



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: 12/1/2013

BOARDS & COMMISSIONS APPLICATION

Name: William Curran

Address: 3 Granite Court Colchester, CT. 06415

Home Phone: 860-531-9424 Email Leverwjc@comcast.net FAX: _____

Work Phone: _____ Email _____ Town Residency 4 Years

Party Affiliation: Democrat Republican Unaffiliated (circle one)

Commission or Board you are interested in serving on: Economic Development Commission

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

High School: Norwich Free Academy, Norwich, Conn., 4 years, College Prep Math/Science - 1969

College: Thames Valley State Technical, Norwich, CT, AS Data Processing

Central Connecticut State University, BS Management

Central Connecticut State University, MS Industrial Technology-Lean Systems

Trade, Business _____

Or Correspondence _____

School _____

CONTINUED ON REVERSE SIDE

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

TW Metals, Agawam, MA. Eastern Regional Process Improvement Manager (present)

Advance Mold & Mfg/Vision Technical Molding, Manchester, CT, Director Continuous Improvement

WJCurran Consulting, Manchester, Ct, Owner/Management Consultant

The Leverage Company, Greenwich, Ct, Parter/Management Consultant

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

Why are you interested in serving? Appointed to Fire Department Task Force July, 2013. Then appointed to Board of Finance Sept, 2013. Ran for office November 2013 but lost by 50 votes. I believe that a strong, viable way to reduce the tax burden on our tax payers is not to make drastic, sweeping cuts in town government (the numbers are just not there), but to increase the Grand List by attracting new, high value adding taxpayers to the Grand List who don't place additional burdens on town services, such as Tractor Supply et al.

Do you have any experience or familiarity with this area? Yes. A business owner and consultant for over 30 years.

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

Which ones? Yes.

Date: 12/1/2013

Signature: WJC

Sylvia Miller

From: Lynette Dimock [sldimock@sbcglobal.net]
Sent: Tuesday, December 10, 2013 3:10 PM
To: Sylvia Miller; seaneo@comcast.net; Cheryl Hancin
Subject: Re: Lynette Dimmock Park and Recreation Commission---Term Expired on 11/1/2013

Hi Sylvia

I do wish to be reappointed and I will attend the Dec 19th meeting.

Thanks
Lynette Dimock

From: Sylvia Miller <deptclerk@colchesterct.gov>
To: seaneo@comcast.net; Cheryl Hancin <RecDirector@colchesterct.gov>
Cc: sldimock@sbcglobal.net
Sent: Tuesday, December 10, 2013 1:04 PM
Subject: Lynette Dimmock Park and Recreation Commission---Term Expired on 11/1/2013

Sean/Cheryl,

I have left a voice mail for Lynette today explaining that her commission expired on 11/1/2013. It is important that she attend the next Board of Selectmen meeting if she wishes to be reappointed. In any case, she cannot vote at any meeting until she is reappointed.

Please let me know if she plans to continue on this board.

Sylvia J. Miller
Department Clerk
1st Selectmans Office
860-537-7223



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: 9-16-13

BOARDS & COMMISSIONS APPLICATION

Name: William Belch, JR
Address: 79 Brindlewood Path Colchester, CT. 06415
Home Phone: 860-537-5055 Email pam.roberts@aetna.com FAX: _____
Work Phone: 860-798-3184 Email _____ Town Residency 13 Years

Party Affiliation: Democrat Republican Unaffiliated (circle one)

Commission or Board you are interested in serving on: Blight Task Force

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

High School: Penney High School
EAST HARTFORD, CT
Attended 4 years
GENERAL studies

College: NONE

Trade, Business Or Correspondence School NONE

CONTINUED ON REVERSE SIDE

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

Self-employed. Own a landscaping company and have been in business over 30 years.

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

Why are you interested in serving? The issue affects me personally and I see many other properties in town that I feel should be cleaned up. It's an issue affecting many families and needs to be addressed.

Do you have any experience or familiarity with this area?

I've lived in Colchester for 13 years.

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

Which ones? _____

Date: 9-16-13

Signature: William Belch Jr



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: _____

BOARDS & COMMISSIONS APPLICATION

Name: Maria Colacicco

Address: 27 Apple Lane Colchester, CT. 06415

Home Phone: (860) 267-0691 Email: Maria.colacicco@comcast.net FAX: (860) 267-1464

Work Phone: (860) 930-8584 Email: _____ Town Residency 30 Years

Party Affiliation: Democrat Republican Unaffiliated (circle one)

Commission or Board you are interested in serving on: Blight Task Force

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

High School: TR PROCTOR HIGH SCHOOL - 4 yrs
COLLEGE PREP - GRADUATED 1974

College: MOHAWK VALLEY COMMUNITY COLLEGE - 2 yrs
FAAS - SOCIAL WELFARE - GRADUATED 1976

Trade, Business _____
Or Correspondence _____
School _____

CONTINUED ON REVERSE SIDE

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

REALTOR - 2004 to present

HSBC-EQUATOR - ASST VP OPERATIONS - 1985-2004
Company RELOCATION

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

Why are you interested in serving?

To become part of a committee working together to preserve/maintain property values in town. By ensuring that ordinances are in place to mandate improvement of these distressed properties homebuyers looking to move to Calchester would not be deterred by existing unsightly homes + businesses

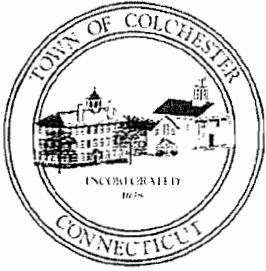
Do you have any experience or familiarity with this area?

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

Which ones? ??

Date: 9/24/2013

Signature: Marie Placido



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: November 4, 2013

BOARDS & COMMISSIONS APPLICATION

Name: James Forristall

Address: Fernwood Drive Colchester, CT. 06415

Home Phone: 860-537-8355 Email jhforristall@comcast.net FAX: _____

Work Phone: 860-622-8866 Email _____ Town Residency 8 Years

Party Affiliation: Democrat Republican Unaffiliated (circle one)

Commission or Board you are interested in serving on: Blight Task Force

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

High School: Conard High School, West Hartford, CT

College: North Hampton Junior College, North Hampton, MA

Trade, Business Licensed Plumber and Sprinkler Fitter

Or Correspondence _____

School _____

CONTINUED ON REVERSE SIDE

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

Allstate Fire Systems 110 Murphy Rd., Hartford, Ct 11years Project Manager/Sales

Bruce Daly Mechanical 281 Main Street, Wethersfield, Ct 21years Project Manager/Sales

Aetna Ins. Hartford, Ct 3 years Accounting

Farmington Savings Bank 6 years Developed and ran DDA Dept.

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

Why are you interested in serving? I would like to help improve our town, rather than sit back and watch it slowly decay.

This is an area that that I feel I can bring to the table my 30+ years of knowledge in various fields of the construction business.

Do you have any experience or familiarity with this area? Before moving to Colchester I lived in Wethersfield, Connecticut's

historic district for thirty years. I've seen how they have handled their blight problem and feel that I would be an asset to this committee.

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

Which ones? _____

Date: November 6, 2013

Signature: _____



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: August 29, 2013

BOARDS & COMMISSIONS APPLICATION

Name: Alan Harrison

Address: 223 Taylor Rd Colchester, CT. 06415

Home Phone: 860 537 6374 Email ah.alan.harrison@gmail.com FAX: _____

Work Phone: 860 549 5290 1023 Email harrison@ip-lawyers.com Town Residency nine Years

Party Affiliation: Democrat Republican Unaffiliated (circle one)

Commission or Board you are interested in serving on: Blight Ordinance drafting

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

High School: Queen Anne's County High, Maryland, 4 years, valedictorian

College: Northeastern University, Boston MA, 5 years, magna cum laude

Trade, Business U Conn Law, Hartford CT, 5 years, licensed attorney
Or Correspondence
School _____

CONTINUED ON REVERSE SIDE

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

US Navy, 1999-2006, completed commission

Nerac, Tolland CT, 2006-2007, found better position

McCormick Paulding & Huber LLP, Hartford CT, still here

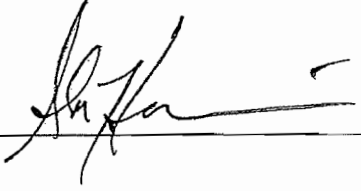
Are you capable of making the commitment of time necessary to serve on this Board or Commission? probably

Why are you interested in serving? would like to produce a cleanly-written and constitutionally acceptable ordinance that authorizes the building official to act on his own initiative or on residents' complaints in order to investigate properties, find a property in blighted condition according to objective criteria, issue an administrative order for corrective action, and impose administrative penalty for non-compliance.

Do you have any experience or familiarity with this area? There was an abandoned trailer at the end of Taylor Rd for about two years. Actually in East Hampton but still an eyesore. Also have driven through town and noted about a dozen buildings that clearly depreciate the nearby properties. Studied Land Use and Property law. Attorney.

If you are not appointed to this board or commission, would you be interested in other forms of public service?
Which ones? Economic Development Commission.

Date: 8/29/2013

Signature: 



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: _____

BOARDS & COMMISSIONS APPLICATION

Name: Nathaniel Shiff
 Address: 99 David Drive Colchester, CT. 06415
 Home Phone: 860 537 2469 Email: _____ FAX: _____
 Work Phone: _____ Email: _____ Town Residency: _____ Years: _____

Party Affiliation: Democrat Republican Unaffiliated (circle one)

Commission or Board you are interested in serving on: Blight task force

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

High School: James Montlow High School
By NY

College: CCNY
NYU

Trade, Business Or Correspondence School: Retired Higher Education officer

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

B.M.C.C. 199 Chamber St NY
Production Manager 1978 to 1998

Boards & Commissions Applications

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

Why are you interested in serving? I have lived this experience for the past 12 years with my next door neighbor

Do you have any experience or familiarity with this area? I have lived in the town 41 years + brought up 5 children that all have degrees from various colleges + are successful.

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

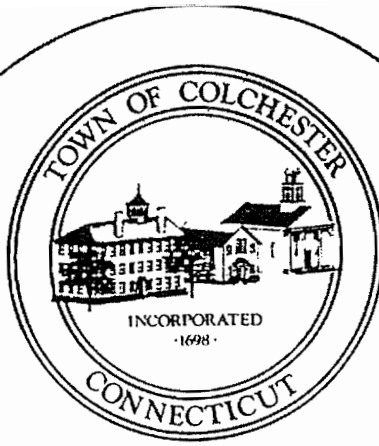
Which ones? zoning boards

Date: 8/30/13

Signature: William [Signature]

Date:

8/26/13



**Boards & Commissions
Application**

Name:

Ron Silberman

Address:

103 Boretz Rd

Colchester, CT 06415

Home Phone:

537-1932

Email:

r.silb@me.com Fax:

cell

Work Phone:

992-7373

Email:

Town Residency:

10+

Years

Party Affiliation:

Democrat

Republican

Unaffiliated

(circle one)

Commission or Board you are interested in serving on:

Blight

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

High School:

Newington High - yes

College:

Concord Htfd Community College - no

Trade, Business
or Correspondence
School

Boma - BPA designation - property management
for commercial property

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

Current - Small Business Owner - Action Service's Company; a
locksmith service company

Previous - 15 yrs of various commercial property management
including portfolios mostly office buildings and shopping centers

Early career - commercial construction carpenter, foreman
and superintendent

Continued on reverse side

Boards & Commissions Application

Are you capable of making the commitment of time necessary to serve on this board of commission? _____

Why are you interested in serving? With today's continued economic troubles,
nationally to locally, the loss of tax revenue due to
blight is or has become become an increasing problem.
I do not think it is fair for someone living in
Colchester or not, to ~~unwisely~~ decide to allow their
property to degrade and be rewarded with lower taxes.
~~I~~ I feel it is equally unfair for neighbors of blighted
properties to have to endure the ~~loss~~ loss of quality
of life associated with this irresponsibility. The difficulty
is developing a plan that is fair and evenly balanced between
the calculating offender and those economically challenged. When
we fall on "bad times", the Town shouldn't "jump" to finalize. Sometime
simple actions can deter extreme deterioration. Proactive rather than reactive.
Do you have any experience or familiarity with this area? Yes and no; I am very familiar
with what properties can do to maintain themselves, the costs
involved and generally the burden, physically and economically,
to reverse a blighted property. On the other hand, I
have never been involved with developing a public
law (I have successfully raised 4 kids!!) but I am
very willing to listen and learn the standard rules
and constraints needed to present reasonable options.

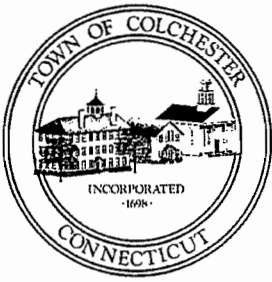
FYI - I want to do whatever I can to ^{help} minimize tax increases locally!!

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

Which ones? currently on Sewer/Water and I'm interested in
Economic Development, especially after blight ordinance has been created

Date: 8/26/13

Signature: Ron Miller



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Gregg Schuster, First Selectman

MEMORANDUM

To: Board of Selectmen

cc: Kate Byroade, Library Director
Mary Ellen Mahoney, Cragin Board of Trustees Chairman

From: Gregg Schuster, First Selectman *GS*

Date: 12/16/13

Re: Waiver of Facility Use Policy

The Cragin Library Board of Trustees will be holding an event at the library on the evening of Tuesday, January 7, 2014. The event is to recognize those who have donated to the library's Giving Circle.

The board would like to serve alcohol at the event. This would be in violation of section 5.2 of our facility use policy which states:

No alcohol, illegal drugs, weapons, or tobacco products are permitted in Town facilities or on Town grounds unless otherwise authorized by Connecticut General Statutes.

The board is requesting a waiver of this policy for this event. Please note that the library is closed to the public at the time of this function.

Recommended Motion – “Move that section 5.2 of the facility use policy be waived in respect to the serving of alcohol for the Cragin Board of Trustees event on 1/7/14.”

To: Board of Selectman

From: Adam Turner

Re: SEER proposal

Date: 11/26/13

MEMORANDUM

Enclosed please find a scope of work proposal from SEER analytics to perform a market/site analysis for the placement of a YMCA facility in Colchester. The work will cost \$1,995. This analysis will provide socio economic and demographic on service area and other data. While a study of this type is a pre-requisite for the siting of a YMCA, it will provide useful information even if the Town doesn't develop a YMCA facility.

Motion: To permit the first selectman to enter into a contract with SEER to perform a site analysis for a YMCA site in Colchester.

Town of Colchester

New Site Analysis

Proposal Prepared for:

Gregg Schuster, First Selectman

December 13, 2013

we help you see what's there

SEER

Seer Analytics, LLC

507 North Franklin Street, Suite 201 Tampa, Florida 33602
P: (813) 318-0111 F: (813) 318-0592 W: www.seerforymcas.com

New Site Analysis

Introduction

The Town of Colchester, CT is considering opening a new YMCA (Y) in their community. The town would like to know how many members they could expect if they were to build a Y near 127 Norwich Ave, Colchester, Ct.

Scope and Objectives

Seer will help the town understand:

- The potential membership gain for the proposed site
- What the demographic and socio economic makeups are within the predicted service area of the proposed site.

Study Approach

Seer will utilize the following project approach to meet the objectives of the proposal:

- Predict the service area for the new Y (where 80% or more of their members will come from),
- Identify the community make-up within the service area (socio-economic and demographic),
- Identify household types within predicted area,
- Utilize our proprietary new site model to predicted membership potential for the proposed site

Deliverables

Seer will provide the following deliverables:

Deliverables	Description of Deliverable
1. New Site Analysis Report	<ul style="list-style-type: none">▪ A demographic and Socio Economic report on the proposed site's predicted service area and the impact it would have on the two existing facilities
2. Webinar Presentation	<ul style="list-style-type: none">▪ Presentation of findings via webinar

Seer will provide an electronic copy of the report, which can be easily reprinted as needed. Seer will work closely with the Town of Colchester in preparation of any type of presentation materials deemed necessary.

New Site Analysis

Timeline

This research will require four to five weeks from the time we receive the signed contract

Pricing

The professional services outlined above will be performed for \$1995. Fifty percent (50%) is payable upon signature and fifty percent (50%) will be due upon completion of final deliverables.

Sign and date below, if acceptable as proposed, and fax or e-mail a copy of this executed contract proposal back to Seer Analytics. Our contact information is provided on the cover of this contract proposal. Upon receipt we will send to you the initial invoice. If any changes or explanations are necessary please do not hesitate to give us a call.

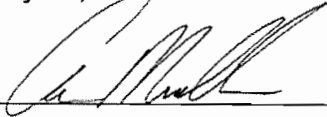
Terms and Conditions

The Terms and Conditions under which SeerAnalytics will provide the above services are specified in the attached *SeerAnalytics Terms and Conditions* and are incorporated herein as Attachment 1.

Agreed and accepted:

Seer Analytics, LLC

Town of Colchester

By: 
Name: Aaron Mueller
Title: Sales Manager
Date: December 13, 2013

By: _____
Name: Greg Schuster
Title: First Selectman
Date: _____



SeerAnalytics™
Seer Analytics, LLC
518 North Tampa Street
Suite 250
Tampa, Florida 33602
813.318.0111 phone
813.318.0592 fax
www.seeranalytics.com

Attachment 1



Terms and Conditions

This is to confirm the terms on which Seer Analytics, LLC (hereinafter "SeerAnalytics") will provide certain data collection, data compilation and related services to UPI (hereinafter "CLIENT"). The dated signature of an authorized officer of CLIENT at the bottom of the attached contract letter dated June 20, 2012 will confirm your decision to engage SeerAnalytics to perform any and all services described therein and hereunder.

1. Definitions

- 1.1. "Agreement" means this letter agreement and all attached schedules and exhibits.
- 1.2. "CLIENT Data" means the CLIENT data that you provide to SeerAnalytics in order for us to perform our obligations under this Agreement. We anticipate that the CLIENT Data will include, at a minimum, the names and addresses of your companies covered, and employees and dependents of companies covered, as well as transactions associated with companies and employees. All CLIENT data belong to CLIENT.
- 1.3. "Data Services" means the services and deliverables provided by SeerAnalytics to CLIENT as enumerated on each contract order placed.
- 1.4. "SeerAnalytics Data" means all data acquired, derived or developed by SeerAnalytics pertaining to CLIENT or its companies covered, employees and dependents of companies covered, and program participants excluding the CLIENT Data that you provide to us. All SeerAnalytics Data shall belong exclusively to SeerAnalytics.
- 1.5. "Intellectual Property" means all works of authorship, information, trade secrets, know-how, ideas, discoveries, software, programming, databases, compilations, knowledge bases, applets, scripts, and designs.

2. Services

- 2.1. CLIENT (hereinafter also referred to in this Agreement as "You" or "your") will provide SeerAnalytics with the CLIENT Data required for SeerAnalytics to complete the products and services included in your order. The specific CLIENT Data required will vary according to which product or set of products or analyses you order.

New Site Analysis

- 2.2. SeerAnalytics will combine your CLIENT Data with SeerAnalytics Data and conduct an appropriate set of transformations and analyses to create the product, or deliverables, you ordered.
- 2.3. Independent Parties. SeerAnalytics and its employees and agents will act solely as an independent contractor to CLIENT. SeerAnalytics will be solely responsible for determining the means and methods for performing the Data Services under this Agreement.
- 2.4. Ownership. All Intellectual Property rights in the services performed and data acquired by SeerAnalytics, with the exception of the CLIENT Data and any deliverables furnished to CLIENT, shall belong to SeerAnalytics. The CLIENT Data and any deliverables furnished to you will belong to CLIENT.

3. Confidentiality

SeerAnalytics will hold all information pertaining to CLIENT in strict confidence and will use and permit use of such information only for the purposes of this Agreement. SeerAnalytics may make copies of such information to the extent reasonably necessary to carry out this Agreement.

4. Payment

- 4.1. Fee Schedule. CLIENT will pay SeerAnalytics according to the terms described in any and all service contracts between CLIENT and SeerAnalytics.
- 4.2. Expenses. CLIENT shall reimburse SeerAnalytics for special, unusual, or out-of-pocket expenses incurred at CLIENT's specific request.
- 4.3. Other Fees. Unless otherwise stated in this Agreement or one of its attachments or modifications, payment for all other services rendered by SeerAnalytics shall be at SeerAnalytics' then-current professional services rates.
- 4.4. Payment of Invoices. The initial payment is due upon submission of the order. CLIENT shall pay all subsequent order invoices within 30 days of the invoice date. Payments not made within such time period shall be subject to late charges equal to the lesser of (a) one and one-half percent (1.5%) per month of the overdue amount or (b) the maximum amount permitted under applicable law. Payment shall be due to SeerAnalytics under this Agreement at its offices in Tampa, Florida.
- 4.5. Remedies/Attorney's Fees. In the event of the occurrence of a breach of the terms of this Agreement, or upon the occurrence of an event of default hereunder, SeerAnalytics shall be entitled to all remedies at law and in equity, including injunctive relief, to enforce SeerAnalytics' rights hereunder. In the event of a breach or the occurrence of an event of default, SeerAnalytics shall be entitled to recover from CLIENT all costs of collection and all reasonable attorney's fees and costs incurred by SeerAnalytics in enforcing the terms of this Agreement, including, but not limited to, reasonable attorneys fees and costs incurred in or out of court, at trial, in all appeals, and in any bankruptcy proceedings.

5. Terms and Termination

This Agreement shall continue unless terminated by either CLIENT or SeerAnalytics upon at least 60 days' prior written notice. If this Agreement is terminated, CLIENT will pay SeerAnalytics for all services and deliverables provided by SeerAnalytics through the effective date of termination.

New Site Analysis

6. Exclusion of Warranties

The Data Services are provided to CLIENT *as is, with all faults, and without warranties of any kind. SeerAnalytics expressly disclaims all warranties, expressed and implied, including, but not limited to, any implied warranties of merchantability, fitness for a particular purpose, and title/non-infringement.*

7. Limitation of Liability

In no event shall SeerAnalytics be liable to CLIENT or any third party for any incidental or consequential damages (including, without limitation, direct, indirect, special, punitive, or exemplary damages of any kind, including but not limited to, damages for loss of business, loss of profits, loss of goodwill or business reputation, business interruption, or loss of data) arising out of this Agreement, even if SeerAnalytics has been advised of the possibility of such damages. The total liability of SeerAnalytics to CLIENT and any third party for all damages, losses, and causes of action (whether in contract, tort (including negligence), or otherwise) shall not exceed the amounts actually paid by CLIENT to SeerAnalytics under this Agreement during the three (3) month-period ending prior to the date of the occurrence of the event causing liability.

8. Force Majeure

Except for the payment of money as described in Section 4 of this Agreement, neither party shall be liable for any failure or delay in performance under this Agreement which is due to any event beyond the reasonable control of such party, including without limitation, fire, unavailability of utilities, Internet delays and failures, telecommunications failures, war, insurgency, terrorist attacks, and acts of God.

9. General

- 9.1. Choice of Law and Venue. This Agreement will be governed by and construed in accordance with the laws of the State of Florida without reference to choice of law principles. CLIENT agrees that all actions or proceedings arising in connection with this Agreement shall be tried and litigated exclusively in the state or federal courts located in Tampa, Hillsborough County, Florida.
- 9.2. Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes all prior or simultaneous representations, negotiations, and agreements, whether written or oral.
- 9.3. Modification. This Agreement may be modified only in writing that refers to this Agreement and is signed by both parties. Oral modifications shall not be binding or enforceable, even if there has been part performance.
- 9.4. Counterparts. This Agreement may be executed in two (2) or more counterparts, each of which shall be deemed an original, but all of which together shall constitute the same Agreement.

To: Board of Selectman

From: Adam Turner

Re: Pathway Paving – Colchester green

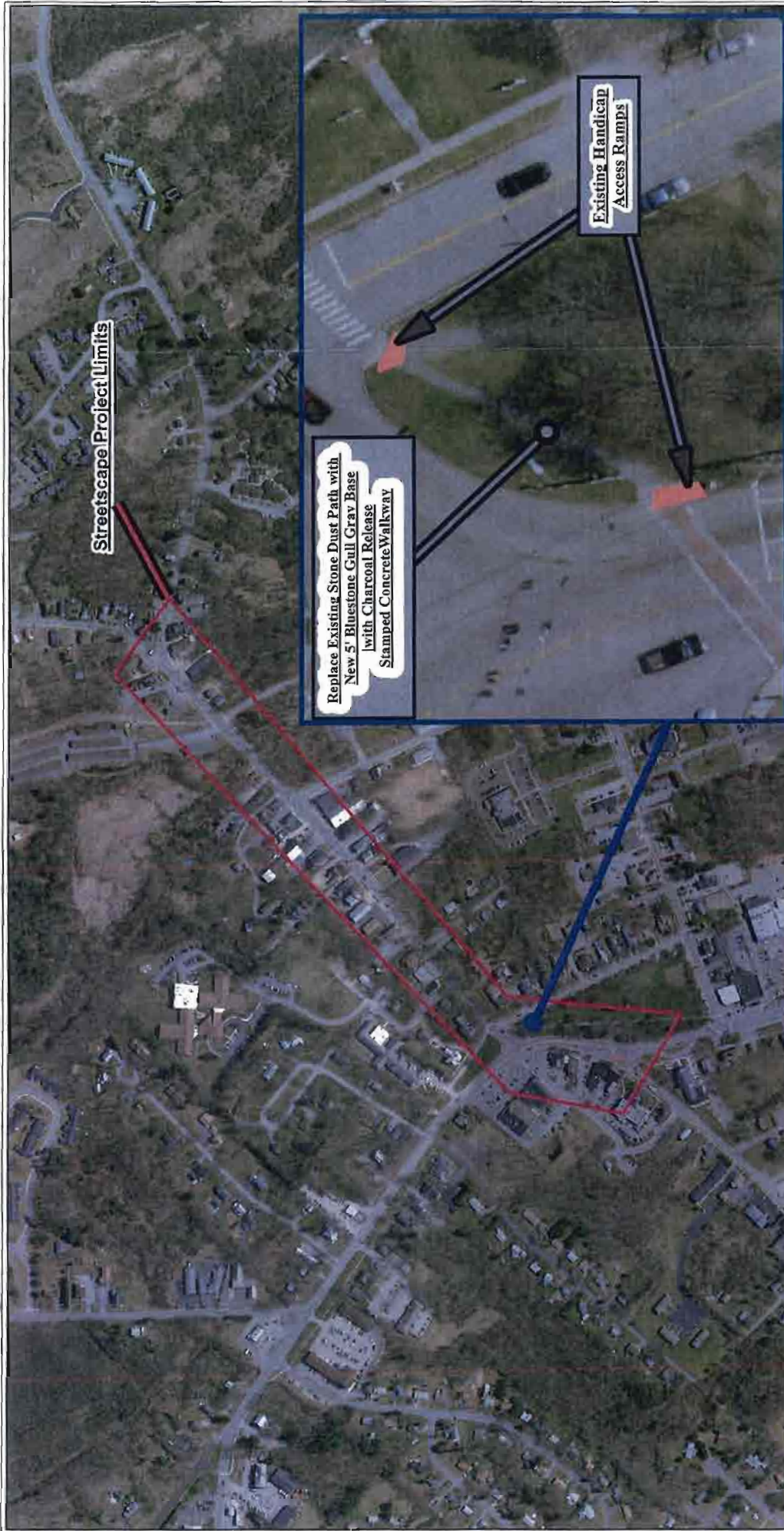
Date: November 4, 2013

We have formulated plans to replace the stone dust path along the northern boundary of the Town green with a 5 foot wide 4000 psi concrete walkway that is colorized and finished to appear as an bluestone/grey slate surface (figure 1). The colorization and surface matches the existing stone walk of the historic abutting sidewalk. Although the unpaved pathway is in a portion of the green, it is actually in the State right of way. We have developed this plan for several reasons.

Last year the State official administering our downtown improvement grant made the observation that the stone dust portion of the green pathway was not ADA compliant and did not offer a real pedestrian connection between the sidewalks on Merchants Row and Lebanon Avenue. He recommended that we look toward formally improve the path to provide a firm walkway for persons travelling between Lebanon Ave and the central area of Colchester.

Another factor in the decision to recommend this improvement is the cost of maintaining the stone dust pathway. As this pathway is not permanent, it needs to be resurfaced and maintained frequently. This cost has been increasing over the last few years.

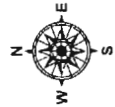
Motion: Approve the pathway paving on the Lebanon Avenue ROW as illustrated



Streetscape Project Limits


Replace Existing Stone Dust Path with
New 5" Bluestone Gull Gray Base
with Charcoal Release
Stamped Concrete Walkway

**Existing Handicap
Access Ramps**



Additional Work/ Extension of Lebanon Avenue & South Main Street Streetscape Project

Town of Colchester Interoffice Memorandum

To: Gregg Schuster, First Selectman
From: James Paggioli, L.S., Director of Public Works 
CC:
Date: December 5, 2013
Re: Request for Youth Center Building Appropriation - Fire Code Violations – Second Floor.

In review of the proposed Kitchen area on the second floor, the Town's Building Official and Fire Marshall were consulted in regards to potential Building and Fire/Life Safety issues in regard to the installation of a kitchen facility located on the second floor of the Youth Center Building. Upon entering the second floor, both individuals recalled that the second floor expansion of the Youth Center was conditioned on the installation of a fire alarm system compliant with NFPA 72 and that emergency lighting was to be installed in all occupied spaces. Review of the floor revealed that the floor is occupied and utilized by the Youth Center however none of the required Fire Alarms had been installed and that there were other violation of code based upon the use practices of the personnel at the center. (A listing of the violations is included herewith.)

Most of the violations are a matter of operational practice of the staff, i.e. window curtains that do not meet fire code, non-closure for the fire rated door at the top of the stair well on a normal basis, use of extension cords where permanent wiring is required to be installed. The building is categorized as a "place of assembly type use". The regulations are much stricter than a residential style use, and similar to what is required at a school or the town hall. Although the staff have attempted to make the center more home like and appealing, in doing so they have violated the Fire Safety Code.

The most significant compliance issue that needs to be addressed is the installation of the second floor fire alarm system and required smoke/heat detectors and associated wiring required to make the building compatible to code.

I have obtained a cost proposal from the original installer of the fire alarm system that services the first floor and electrician to provide the required power to the system.

The cost to bring the building in compliance with the code is \$5,459.00 for alarm services and \$3,800 for electrical services, totaling \$9,259.00.

This work is required in order to continue to use the second floor for Youth Center activities.

The adopted budget items for the Youth Center (Building Repair and Building and Grounds Improvement) do not have sufficient funds for the required work to be conducted.

N. Reed Gustafson
Fire Marshal

TOWN OF COLCHESTER
FIRE MARSHAL'S OFFICE
127 NORWICH AVENUE
COLCHESTER, CONNECTICUT 06415

TEL (860) 537-7285
FAX (860) 537-7287

November 8, 2013

Certified Mail Return Receipt #

To: Mr. Gregg Schuster
First Selectman
127 Norwich Avenue
Colchester, CT 06415

**CONNECTICUT STATE FIRE SAFETY CODE
ABATEMENT ORDER OF FIRE/LIFE SAFETY HAZARDS**

Dear Mr. Schuster

On November 6 2013, at approximately 0900 hours, an inspection was conducted of the premises located at 40 Norwich Avenue for the purposes of determining compliance with the Connecticut State Fire Safety Code and the applicable referenced applicable standards, 292 and §29-293. The Code and said standards are available for your inspection at this Office.

The violations of the code found on the date of inspection are listed on the attached inspection report.

You are hereby ordered to take the proper corrective action to remove or remedy all listed violations within thirty (30) days from the day that this notice is received, unless otherwise noted on the attached inspection report.

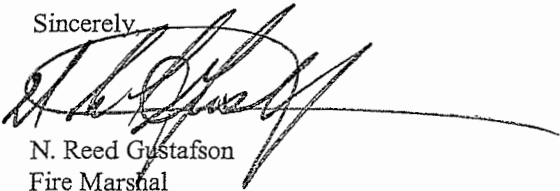
If you believe that compliance with the Code will impose an unreasonable hardship, and that alternative methods of achieving an equivalent level of life safety could be attained, you may request, in writing, a modification of the requirements of said Code as outlined in Connecticut General Statute §29-296. If you believe compliance will take more time than that specified, you may request an extension of time prior to the expiration of the thirty (30) day period, unless otherwise noted on the attached inspection report. Sample forms for application for modification and extension of time for compliance are available from this office. In addition you have the right to appeal this order pursuant to Connecticut General Statutes §29-306 for a period of not more than thirty (30) days from receipt.

Plans/specifications for work to be done shall be submitted to this office prior to the commencement of any construction. This review of all plans/specifications would avoid unnecessary expense that could result from noncomplying changes. Please note that the correction of certain violations may require proper permits and approval from the building official and other local agencies prior to any construction.

This is the only order you will receive. This Office will conduct a re-inspection of the premises to determine compliance with this order after the expiration of the thirty-day (30) or the time period noted on the inspection report. Your failure to comply with this order within the time period specified as determined by said re-inspection constitutes your failure to comply with the Connecticut State Fire Safety Code which may subject you to criminal prosecution as prescribed by Connecticut General Statute §29-306 with penalties of a fine not less than two hundred dollars (\$200) nor more than one thousand dollars (\$1,000) or imprisonment of up to six months, or both, as prescribed in Connecticut General Statute §29-295. Non-compliance may also result in a civil proceeding against you as authorized in Connecticut General Statute §29-306.

This Office is looking forward to working with you in the interest of fire and life safety for the community and awaits your timely response regarding this matter.

Sincerely,



N. Reed Gustafson
Fire Marshal

enc.

INSPECTION REPORT

Inspection Date: November 6, 2013 Owner/Occupant: Youth Center Address: 40 Norwich Avenue

Violation No.	Regulation/Referenced Standard	Section No. of Referenced Standard	Violation Location	Description of Violation	* Specific Time for Compliance	Date Violation Corrected	Comments:
001	CFSC	13.2.9	Throughout	Emergency lighting is required in all occupied areas.	30 days		
002	CFSC	13.3.1	Stairwell	The door at the top of the stair must be in the closed position at all times.	Immediately		
003	CFSC	NFPA #70	Throughout	Extension cords may not be used in place of permanent wiring	Immediately		
004	CFSC	10.3.1	Throughout	Curtains and other hanging fabric shall be flame resistant in accordance with NFPA 701	30 days		
005	CFSC	901.4.2	Throughout	The fire alarm system must be installed and maintained in accordance with NFPA 72	30 days		

* As noted in the accompanying Abatement Order of Fire/Life Safety Hazards, all violations must be corrected within the (30) thirty day period except for those that are identified in this column.

Inspected By: *N. Reed* Date: 11/8/13
 Approved By: *[Signature]* Date: 11/8/13

PROPOSAL

American Alarm Company, Inc.
Drawer 533
Colchester, Connecticut 06415-0533
860-537-0344 Fax 860-537-5239

Colchester Youth Center
40 Norwich Ave.
Colchester, CT 06415
November 6, 2013
Att. James Paggioli, Tony Gallicchio

Supply the following fire alarm devices to upgrade the fire alarm system presently installed,

- Basement:
 - 3 Thermal Heat Detectors
 - 1 Monitor Module
- First Floor
 - 2 Strobe Lights, Rest Rooms
 - 2 Horn/ Strobe Devices, Stairwell & West Room
 - 11 Addressable Smoke Detectors
 - 2 Addressable Pull Stations
- Second Floor
 - 2 Strobe Lights, Rest Rooms
 - 2 Horn/Strobe Devices, East & West Rooms
 - 10 Addressable Smoke Detectors
 - 2 Addressable Pull Stations
 - 1 Addressable Relay Module
 - 1 Door Release Magnet
- Third Floor
 - 2 Addressable Heat Detectors
- Attic
 - 2 Thermal Heat Detectors
 - 1 Monitor Module

Customer to provide Electrical Contractor to install and modify all wiring, conduit, wire mold, fittings, etc. American Alarm Co., Inc. will provide all equipment listed above and provide setup, programming, testing of all devices.

Price: Fifty Four Hundred Fifty Nine (\$5,459.00) Dollars

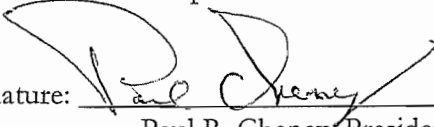
MANUFACTURERS WARRENTIES APPLY TO ALL EQUIPMENT

American Alarm Company, Inc. will repair without charge any equipment or installation defects for one year after installation is completed with the following exceptions.

Neglect • Vandalism • Improper Operation • Damage by Other Parties
Phone Line Outages • Lightning or Voltage Fluctuation

NO OTHER WARRENTIES EXPRESSED OR IMPLIED

The sole obligation of American Alarm Company, Inc. under this agreement is to install, inspect and or test equipment. Customer hereby agrees that there are **no warranties express or implied** which would impose on American Alarm Company, Inc. any other obligations or liability. And American Alarm Company, Inc. neither assumes nor authorizes any person to assume for it any such other obligation or liability. American Alarm Company, Inc. shall not be responsible for incidental or consequential damages.

Authorized Signature:  American Alarm Company, Inc.
Paul R. Cheney, President


Acceptance of Contract

The above prices, specifications and conditions are satisfactory and hereby accepted.
American Alarm Company, Inc. is authorized to do the work as specified.

Authorized Signature: _____ Date: / /

MS-9050UD(E)

Fire Alarm Control Panel with DACT

 **FIRE·LITE ALARMS**
by Honeywell

Addressable

General

The Fire•Lite MS-9050UD(E) is a Fire Alarm Control Panel (FACP) and Digital Alarm Communicator/Transmitter (DACT) combined into one circuit board. This compact, intelligent addressable control panel supports up to 50 addressable devices of any type of detectors and modules. With an extensive list of powerful features, the MS-9050UD programs just like Fire•Lite's larger products, yet fits into applications previously served only by conventional panels.

The MS-9050UD's integral DACT transmits system status (alarms, troubles, AC loss, etc.) to a Central Station via the public switched telephone network. It also allows remote and local programming of the control panel using the PK-CD Upload/Download utility. In addition, the control panel may be programmed or interrogated off-site via the public switched telephone network. Any personal computer with Windows™ 95 or greater, and compatible modem with a speed of 14.4 kbps or faster and Fire•Lite Upload/Download software kit PK-CD, may serve as a Service Terminal. This allows download of the entire program or upload of the entire program, history file, walk-test data, current status and system voltages.

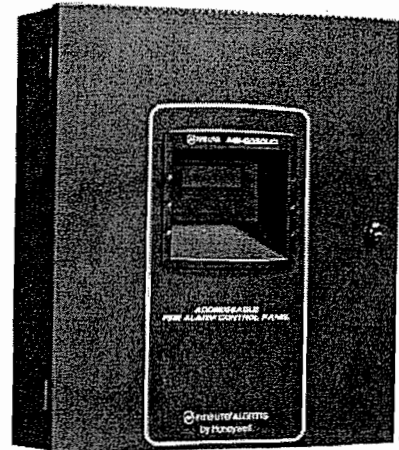
The power supply and all electronics are contained on a single circuit board supported on a new quick install chassis and housed in a metal cabinet. Available accessories include local and remote upload/download software, remote annunciators, and reverse polarity/city box transmitter. (4XTMF)

New options include a UL listed printer, PRN-6F and the new IPDACT Internet Monitoring module. The FireWatch Series internet monitoring modules IPDACT-2 and IPDACT-2UD permit monitoring of alarm signals over the Internet, saving the monthly cost of two telephone lines. Although not required, the secondary telephone line may be retained providing backup communication over the public switched telephone line.

NOTE: Unless otherwise specified, the term MS-9050UD is used in this data sheet to refer to both the MS-9050UD and the MS-9050UDE FACP's. For MS-9050UDC, refer to DF-60445.

Features

- Listed to UL Standard 864, 9th edition.
- Auto-program (learn mode) reduces installation time. Reports two devices set to the same address.
- On-board DACT.
- Two independently programmable Style Z (Class A) or Style Y (Class B) NAC circuits.
- Selectable strobe synchronization for System Sensor, Wheelock, and Gentex devices.
- Remote Acknowledge, Silence, Reset and Drill via addressable monitor modules.
- Two programmable relays and one fixed trouble relay.
- Built-in Programmer.
- Telephone Line Active LEDs.
- EIA-232 PC interface.
- Integral 80-character LCD display with backlighting.
- Real-time clock/calendar with automatic daylight savings control.
- History file with 500 event capacity.
- Automatic detector sensitivity testing (NFPA 72 compliant).
- Automatic device type-code verification.



- Point trouble identification.
- Waterflow selection per module point.
- Alarm verification selection per detector point.
- Maintenance alert warns when smoke detector dust accumulation is excessive.
- One-person audible or silent walk test with walk-test log and printout.
- System alarm verification selection per detector point.
- PAS (Positive Alarm Sequence) and Pre-signal per point (NFPA 72 compliant).
- Up to eight ANN-BUS annunciators
- Remote Acknowledge, Alarm Silence, Reset and Drill via addressable modules or remote annunciator.
- Upload/Download (local or remote) of program and data via integral DACT.

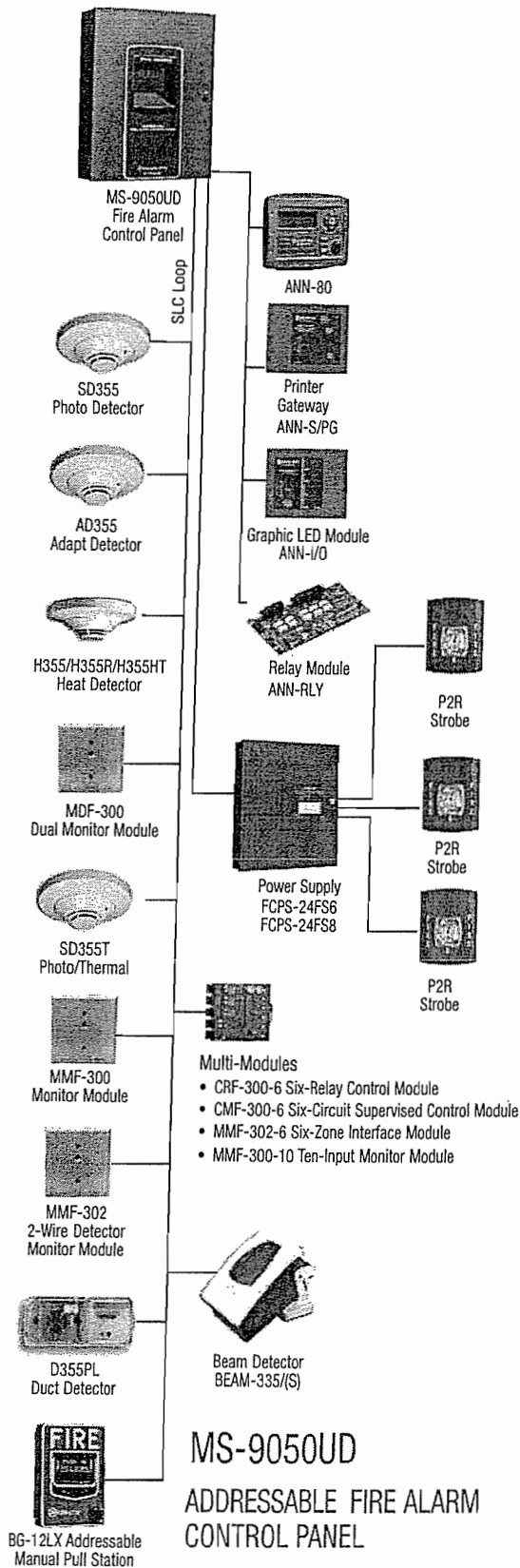
SLC COMMUNICATION LOOP

- Single addressable SLC loop which meets NFPA Style 4, 6 and 7 requirements.
- 50 addressable device capacity (any combination of addressable detectors and modules).
- Compatible with Fire•Lite's addressable devices (refer to *SLC Wiring Manual*).

NOTIFICATION APPLIANCE CIRCUITS (NACS)

- Two independently programmable output circuits. Circuits can be configured for the following outputs:
 - Style Y (Class B)
 - Style Z (Class A)
 - Door Holder Service (cannot be used for notification appliances)
 - Aux Power Source (cannot be used for notification appliances)
- Silence Inhibit and Autosilence timer options.
- Continuous, March Time, Temporal or California code for main circuit board NACs with two-stage capability.
- Selectable strobe synchronization per NAC.
- 2.5 A total power for NACs.

NOTE: Maximum or total 24VDC system power shared between all NAC circuits and the ANN-BUS is 2.7 A.



PROGRAMMING AND SOFTWARE

- Autoprogram (learn mode) reduces installation time.
- Custom English labels (per point) may be manually entered or selected from an internal library file.
- Two programmable Form-C relay outputs.
- 20 software zones.
- Continuous fire protection during online programming at the front panel.
- Program Check automatically catches common errors not linked to any zone or input point.
- **OFFLINE PROGRAMMING:** Create the entire program in your office using a Windows®-based software package (order programming kit PK-CD, containing PS-Tools, separately). Upload/download system programming locally.

User interface

LED INDICATORS

- AC Power (green)
- Fire Alarm (red)
- Supervisory (yellow)
- Trouble (yellow)
- Alarm Silenced signals (yellow)

KEYPAD

- 16 key alpha-numeric pad
- Acknowledge/Step
- Alarm Silenced
- Drill (Manual Evacuate)
- Reset (lamp test)

Product Line Information

MS-9050UD(E): Combination DACT/Fire Alarm Control Panel with one SLC loop. Includes main circuit board with display, chassis with transformer, backbox with door, plastic bag containing screws, cables, key, etc., manual. (For MS-9050UDC, refer to DF-60445.)

PK-CD: Contains PS-Tools programming software for Windows®-based PC computer (cable not included).

DP-51050: Optional dress panel for the MS-9050UD.

TR-CE: Optional trim ring for semi-flush mounting.

BB-2F: Optional cabinet for one or two modules.

BB-6F: Optional cabinet for up to six modules mounted on CHS-6 chassis.

BB-26: Battery backbox, holds up to two 25 AH batteries and CHG-75.

BB-55F: Battery box, houses two 55 AH batteries

CHS-6: Chassis, mounts up to six multi-modules in a BB-6F cabinet.

CHG-75: Battery charger for lead-acid batteries with a rating of 25 to 75 AH.

CHG-120F: Remote battery charging system for lead-acid batteries with a rating of 55 to 120 AH. Requires additional BB-55F for mounting.

BAT Series: Batteries, see data sheet DF-52397.

PRT/PK-CABLE: Cable printer/personal computer interface cable.

PRN-6F: UL listed compatible event printer. Uses tractor-fed paper.

IPDACT, IPDACT-2/2UD Internet Monitoring Module: Mounts in bottom of enclosure with optional mounting kit (PN IPBRKT). Connects to primary and secondary DACT telephone output ports for internet communications over customer provided ether-

net internet connection. Requires compatible Teldat Visoralarm Central Station Receiver. Can use DHCP or static IP. (See data sheet df-52424 for more information.)

IPBRKT: Mounting kit for IPDACT-2/2UD in common enclosure.

IPSPLT: Y-adaptor option allows connection of both panel dialer outputs to one IPDACT-2/2UD cable input.

AC-TRMBLK: AC Terminal Block mounts to a metal bracket, in turn, mounts to the FACP chassis. Use AC-TRMBLK when wire nuts are not allowed for AC connections to the transformer.

OPTIONAL MODULES

4XTMF Reverse Polarity Transmitter Module: Provides a supervised output for local energy municipal box transmitter, alarm and trouble. Includes a disable switch and disable trouble LED.

ANN-SEC: Optional secondary ANN-BUS interface module. Note: Used only with firmware 3.0 or higher.

COMPATIBLE ANNUNCIATORS

ANN-80(-W): Remote LCD annunciator mimics the information displayed on the FACP LCD display. Recommended wire type is un-shielded. (Basic model is red; order -W version for white; see DF-52417.)

ANN-I/O: LED Driver Module provides connections to a user supplied graphic annunciator. (See DF-52430.)

ANN-LED: Annunciator Module provides three LEDs for each zone: Alarm, Trouble, and Supervisory. Ships with red enclosure. (See DF-60241.)

ANN-RLED: Provides alarm (red) indicators for up to 30 input zones or addressable points. (See DF-60241.)

ANN-RLY: Relay Module provides 10 programmable Form-C relays. Can be mounted inside the cabinet. (See DF-52431.)

ANN-S/PG: Serial/Parallel Printer Gateway module provides a connection for a serial or parallel printer. (See DF-52429.)

ADDRESSABLE DEVICES

All feature a polling LED and rotary switches for addressing.

CP355: Addressable low-profile ionization smoke detector.

SD355: Addressable low-profile photoelectric smoke detector.

SD355T: Addressable low-profile photoelectric smoke detector with thermal sensor.

SD355R: Remote test capable addressable photoelectric smoke detector for use with DNR(W) duct detector housing.

H355: Fast-response, low-profile heat detector.

H355R: Fast-response, low-profile heat detector with rate-of-rise option.

H355HT: Fast-response, low-profile heat detector that activates at 190°F/88°C.

AD355: Low-profile, intelligent, "Adapt" multi-sensor detector (B350LP base included).

BEAM355: Intelligent beam smoke detector.

BEAM355S: Intelligent beam smoke detector with integral sensitivity test.

D355PL: InnovairFlex low-flow non-relay duct-detector housing; includes SD355R.

DNR: InnovairFlex low-flow non-relay duct-detector housing. (Order SD355R separately.)

DNRW: InnovairFlex low-flow non-relay duct-detector housing, with NEMA-4 rating. Watertight. (Order SD355R separately.)

MMF-300: Addressable Monitor Module for one zone of normally-open dry-contact initiating devices. Mounts in standard

4.0" (10.16 cm.) box. Includes plastic cover plate and end-of-line resistor. Module may be configured for either a Style B (Class B) or Style D (Class A) IDC.

MDF-300: Dual Monitor Module. Same as MMF-300 except it provides two Style B (Class B) only IDCs.

MMF-301: Miniature version of MMF-300. Excludes LED and Style D option. Connects with wire pigtails. May mount in device backbox.

MMF-302A: Similar to MMF-300A. Addressable Monitor Module for one zone of conventional two-wire detectors. Requires resettable 24 VDC power. Refer to the *Device Compatibility Document* for listed compatible devices and quantity limitation.

CMF-300: Addressable Control Module for one Style Y/Z (Class B/A) zone of supervised polarized Notification Appliances. Mounts directly to a 4.0" (10.16 cm.) electrical box. Notification Appliance Circuit option requires external 24 VDC to power notification appliances.

CRF-300: Addressable relay module containing two isolated sets of Form-C contacts, which operate as a DPDT switch. Mounts directly to a 4.0" (10.16 cm.) box, surface mount using the SMB500.

BG-12LX: Addressable manual pull station with interface module mounted inside.

I300: This module isolates the SLC loop from short circuit conditions (required for Style 6 or 7 operation).

SMB500: Used to mount all modules except the MMF-301 and M301.

MMF-300-10: Ten-input monitor module. Mount one or two modules in a BB-2F cabinet (optional). Mount up to six modules on a CHS-6 chassis in a BB-6F cabinet.

MMF-302-6: Six-zone interface module. Mount one or two modules in a BB-2F cabinet (optional). Mount up to six modules on a CHS-6 chassis in a BB-6F cabinet.

CMF-300-6: Six-circuit supervised control module. Mount one or two modules in a BB-2F cabinet (optional). Mount up to six modules on a CHS-6 chassis in a BB-6F cabinet.

CRF-300-6: Six-relay control module (Form-C relays). Mount one or two modules in a BB-2F cabinet (optional). Mount up to six modules on a CHS-6 chassis in a BB-6F cabinet.

NOTE: For more information on Compatible Addressable Devices for use with the MS-9050UD, see the following data sheets (document numbers): AD355 (DF-52386), BG-12LX (DF-52013), CMF-300-6 (DF-52365), CRF-300-6 (DF-52374), CMF/CRF Series (DF-52130), CP355 (DF-52383), H355 Series (DF-52385), I300 (DF-52389), MMF-300 Series/MDF-300 (DF-52121), MMF-300-10 (DF-52347), MMF-302-6 (DF-52356), SD355/SD355T (DF-52384).

ADDRESSABLE DEVICE ACCESSORIES

End-of-Line Resistor Assembly (R-47K and R-3.9K): The 47k ohm assembly supervises the MMF-300, MDF-300, MMF-301, and CMF-300 module circuits. The 3.9k ohm assembly supervises the MMF-302 module circuit. These resistors are included with each module.

Power Supervision Relay: Supervises the power to 4-wire smoke detectors and notification appliances.

Wiring Requirements

While shielded wire is not required, it is recommended that all SLC wiring be twisted-pair to minimize the effects of electrical interference. Refer to the panel manual for wiring details.

SYSTEM SPECIFICATIONS

System Capacity

• Intelligent Signalling Line Circuits	1
• Addressable device capacity	50
• Programmable software zones	20
• Annunciators	8

Electrical Specifications

AC Power: MS-9050UD 120 VAC, 60 Hz, 3.0 A. MS-9050UDE: 240 VAC, 50 Hz, 1.5 A. Wire size: minimum 14 AWG (2.00 mm²) with 600 V insulation. Nonpower-limited, supervised.

Battery: Two 12 V 18 AH lead-acid batteries. Battery Charger Capacity: 7-18 AH (MS-9050UD cabinet holds maximum of two 18 AH batteries.)

Communication Loop: Supervised and power-limited.

Notification Appliance Circuits: Terminal Block provides connections for two NACs, Style Y (Class B) or Style Z (Class A). Special Application power. Power-limited, supervised circuitry. Maximum signaling current per circuit: 2.5 A. End-of-Line Resistor: 4.7k ohm, ½ watt (P/N 71252 UL listed) for Style Y (Class B) NAC. Refer to the *FireLite Device Compatibility Document* for listed compatible devices.

Two Programmable Relays and One Fixed Trouble Relay: Contact rating: 2.0 A @ 30 VDC (resistive), 0.5 A @ 30 VAC (resistive). Form-C relays, nonpower-limited, nonsupervised.

Cabinet Specifications

Door: 19.26" (48.92 cm.) high x 16.82" (42.73 cm.) wide x 0.72" (1.82 cm.) deep. **Backbox:** 19.00" (48.26 cm.) high x 16.65" (42.29 cm.) wide x 5.25" (13.34 cm.) deep. **Trim Ring (TR-CE):** 22.00" (55.88 cm.) high x 19.65" (49.91 cm.) wide.

Shipping Specifications

Weight: 26.9 lbs. (12.20 kg.) **Dimensions:** 20.00" (50.80 cm.) high x 22.5" (57.15 cm.) wide x 8.5" (21.59 cm.) deep.

Temperature and Humidity Ranges

This system meets NFPA requirements for operation at 0 – 49°C/32 – 120°F and at a relative humidity 93% ± 2% RH (non-

condensing) at 32°C ± 2°C (90°F ± 3°F). However, the useful life of the system's standby batteries and the electronic components may be adversely affected by extreme temperature ranges and humidity. Therefore, it is recommended that this system and its peripherals be installed in an environment with a normal room temperature of 15 – 27°C/60 – 80°F.

NFPA Standards

The MS-9050UD(E) complies with the following NFPA 72 Fire Alarm Systems requirements:

- **LOCAL** (Automatic, Manual, Waterflow and Sprinkler Supervisory).
- **AUXILIARY** (Automatic, Manual and Waterflow) (requires 4XTMF).
- **REMOTE STATION** (Automatic, Manual and Waterflow) (Where a DACT is not accepted, the alarm, trouble and supervisory relays may be connected to UL 864 listed transmitters. For reverse polarity signaling of alarm and trouble, 4XTMF is required.)
- **PROPRIETARY** (Automatic, Manual and Waterflow).
- **CENTRAL STATION** (Automatic, Manual and Waterflow, and Sprinkler Supervised).
- **OT, PSDN** (Other Technologies, Packet-switched Data Network)

Agency Listings and Approvals

The listings and approvals below apply to the basic MS-9050UD(E) control panel. In some cases, certain modules may not be listed by certain approval agencies, or listing may be in process. Consult factory for latest listing status.

- **UL:** S624
- **FM approved**
- **CSFM:** 7165-0075:210
- **MEA:** 442-06-E

NOTE: See DF-60445 for ULC-listed model.

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This document is not intended to be used for installation purposes.
We try to keep our product information up-to-date and accurate.
We cannot cover all specific applications or anticipate all requirements.
All specifications are subject to change without notice.



Made in the U.S.A.

For more information, contact FireLite Alarms. Phone: (800) 627-3473, FAX: (877) 699-4105.
www.firelite.com

**TOWN OF COLCHESTER
ADOPTED BUDGET**

YOUTH & SOCIAL SERVICES

<u>ACCOUNT</u>	<u>FY 2010-2011 ACTUAL EXPENDITURES</u>	<u>FY 2011-2012 ACTUAL EXPENDITURES</u>	<u>FY 2012-2013 ADOPTED BUDGET</u>	<u>FY 2012-2013 PROJECTED ACTUALS</u>	<u>FY 2013-2014 ADOPTED BUDGET</u>
Regular Payroll	196,141	229,119	230,726	223,459	236,912
Overtime	0	44	0	0	0
Contractual, Temporary, Occasional Payroll	10,096	9,079	10,605	9,197	10,945
Employee Related Insurances	916	893	922	723	887
FICA & Retirement	27,163	29,801	31,699	29,284	33,507
Copier	0	2,049	1,860	1,860	1,920
Office Supplies	1,626	1,891	1,800	1,800	1,800
Mileage, Training & Meetings	1,121	1,333	2,110	2,000	2,130
Professional Memberships	527	565	575	575	575
Subscriptions	0	42	45	45	45
Professional Services	153	139	167	275	354
Postage	1,311	933	1,500	1,000	1,000
Service Contracts	694	707	1,270	1,142	1,234
Printing & Publications	497	615	500	1,000	800
Telephone	2,624	2,050	2,352	940	719
Fuel & Heating	2,259	2,134	4,020	2,250	3,369
Electricity	1,214	1,239	1,440	1,350	907
Building Repairs	151	825	1,000	1,000	2,492
Vehicle Maintenance & Fuel	2,734	4,605	5,455	5,000	6,204
Programs	11,392	16,182	15,500	15,500	21,000
Building & Grounds Improvements	0	0	0	0	3,500
TOTAL	260,619	304,245	313,546	298,400	330,300

**TOWN OF COLCHESTER
FY 2013 - 2014 ADOPTED BUDGET - DETAIL**

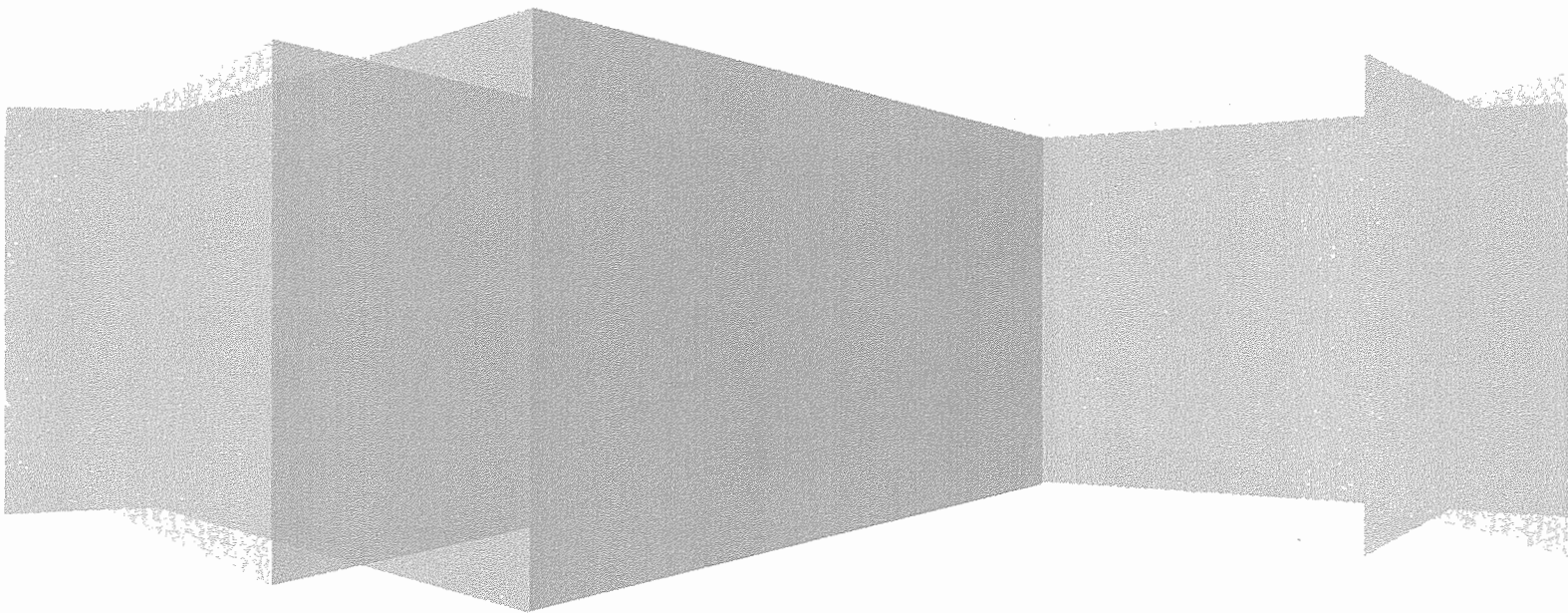
	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL ADOPTED BUDGET
43342 - SUBSCRIPTIONS				45
Youth Today subscription	1.00	45.00	45	
44208 - PROFESSIONAL SERVICES				354
D.O.T. Physical for Public Passenger licenses	2.00	65.00	130	
Payable to DMV, background check and fingerprints	2.00	40.00	80	
Public Passenger License				
Fees For Public Passenger Endorsement to DMV \$12/yr for up to 6 years	2.00	72.00	144	
44217 - POSTAGE				1,000
Mailing newsletters and youth registration forms	1.00	1,000.00	1,000	
44223 - SERVICE CONTRACTS				1,234
Annual fire extinguisher inspections, repairs & replacement	1.00	100.00	100	
Youth Center - monthly cooler rental & water	12.00	10.00	120	
Security & fire alarm contracts - monitoring & repair	1.00	564.00	564	
Boiler inspection and maintenance	1.00	450.00	450	
44232 - PRINTING & PUBLICATIONS				800
Colchester Connection quarterly expenses, brochures, advertising materials, copies	1.00	800.00	800	
45216 - TELEPHONE				719
Youth Center Phone/DSL - monthly charges	1.00	719.00	719	
45221 - FUEL/HEATING				3,369
Heating oil - Youth Center	1.00	3,369.00	3,369	
45622 - ELECTRIC				907
Electricity - Youth Center	1.00	907.00	907	
46226 - BUILDING REPAIRS				2,492
Youth Center - unanticipated plumbing, heating, building repairs	1.00	992.00	992	
Scrape and repaint ceilings to repair paint which is falling down in large pieces	1.00	1,500.00	1,500	

**TOWN OF COLCHESTER
FY 2013 - 2014 ADOPTED BUDGET - DETAIL**

	ITEM QUANTITY	ITEM UNIT COST	TOTAL DETAIL	TOTAL ADOPTED BUDGET
46390 - VEHICLE MAINTENANCE & FUEL				6,204
Repairs and maintenance	1.00	2,000.00	2,000	
Unleaded gasoline	1,200.00	3.37	4,044	
Car washes with undercarriage wash - 10 washes for each van	20.00	8.00	160	
47282 - PROGRAMS				21,000
Youth programs, curriculum, videos, materials, supplies, refreshments, etc.	1.00	14,000.00	14,000	
Contribution to TVCCA for services provided to Colchester residents	1.00	2,000.00	2,000	
Contribution to Colchester Collaborative for Children (C3)	1.00	5,000.00	5,000	
48417 - BUILDING & GROUNDS IMPROVEMENTS				3,500
Restore kitchen to working condition including plumbing, flooring, replacement of counter/cabinets	1.00	3,500.00	3,500	
TOTAL YOUTH & SOCIAL SERVICES				330,300

Colchester Senior Center Study Group

Report to the Board of Selectmen



Colchester Senior Center Study Committee Report

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April 1, 2011

The Honorable Gregg Schuster, First Selectman
Town of Colchester
127 Norwich Avenue
Colchester, CT 06415

Dear First Selectman Schuster,

It has been my honor to serve as the Senior Center Study Committee Chair alongside nine other dedicated appointees. The members of the study committee gave willingly of their time and talents, extending their participation beyond their initial commitment to ensure that we reviewed all available options with the same vigor. I am pleased to inform you that we met our charge on behalf of the residents of Colchester.

On behalf of the Senior Center Study Committee, I ask that you accept this report as a summary of our work and thoughtfully consider the recommendations it contains for the new facility and enhanced services. Assuming that we can adequately address parking and traffic safety issues and guarantee a separate, dedicated space, the committee supports the use of the William J. Johnston Middle School for the new senior center.

This decision is consistent with the preference expressed by Colchester residents through a community survey conducted in November. In an additional recommendation, the study group would ask that I (or my designee) serve on any related planning and development activities as this important work moves forward.

Again, thank you for the opportunity to serve on the Senior Center Study Committee. I look forward to your feedback and would be happy to respond to any questions you may have. Please feel free to contact me should you need any additional information to fully consider our recommendations.

Best Regards,

Theresa Hendricksen

Theresa Hendricksen, Chair
Colchester Senior Center Study Committee

Colchester Senior Center Study Group Membership

Theresa Hendricksen, Chair

Norm Dupuis, Vice Chair

Jody Barr

Jack Faski

Goldie Liverant

Michelle Kormoroski

Pat Nardella

Pam Scheibelein

Winnie Standish

Selectwoman Rosemary Coyle, BOS Liaison

Donna Skawinski, Alternate

Study Group support provided by:

Patti White, Senior Center Director

Executive Summary

The Town of Colchester, like many towns across Connecticut, is struggling with ways to best address the needs of its senior citizens. This has become a more daunting task in recent times in light of competing demands within the context of reduced revenues and tightening budgets due to the economic recession.

A small, passionate group of residents were asked to come together and form the Senior Center Study Group. The group began meeting in late 2009 to examine which of the following three options - a new stand alone center, a joint/multi-purpose center and/or housing the senior center in existing facilities - would be the best way to proceed. They were also asked to identify a set of core services that should be offered to seniors and to recommend what populations should be served by the senior center. After months of vigorous discussion and extensive information gathering, the Senior Center Study Committee has come to a thoughtful and responsive decision.

With regard to the core senior services, the study group is recommending that a variety of programs, activities and services should be available. The results of a community survey showed that residents as a whole support an array of services including health and nutrition, recreation and leisure, as well as educational and social services. With regard to the population(s) to be served the group focused exclusively on meeting the needs of seniors in the community, with the majority of survey respondents indicating that services should be provided to those 55 and older.

With regard to the facility and its location, several options were considered. The Town Planner generated a list of vacant parcels and discussions were held with the Bacon Academy Board of Trustees on options for renovating or purchasing the building that currently houses the senior center. The study group visited several senior centers in the region as well as the William J. Johnston Middle School.

After sixteen months of deliberations, the study group is recommending that a separate dedicated space for the new senior center be included in the plans to renovate the William J. Johnston Middle School, provided that parking and traffic safety concerns are a priority in the planning process, and adequately addressed in the final design.

Further, the study group recommends that the chair (or her designee) be appointed to serve on any subsequent committees that are charged with planning or implementing this recommendation.

Background and Introduction

Colchester, like many communities across Connecticut, is struggling to balance meeting the needs of seniors with other special populations during difficult fiscal times. Demographic trends suggest that Colchester's senior population, like most of Connecticut, will continue to grow as more residents join the 55 and older age cohort, reduce their involvement in the workforce, prepare for retirement and have more opportunity for leisure activities.

While an array of discussions and recommendations for the senior center had been evolving over the last decade, the Colchester Senior Center Study Group was established last year to assess how the town could best prepare to meet the changing needs of its growing senior population.

Motivated by a combination of factors, including the deteriorating condition of the existing senior center building and changes in senior center staffing and local leadership, the study group was formed in December, 2009.

Selectman Gregg Schuster met with the appointees to discuss the study committee charge and members were instructed to "think outside the box" when exploring options and were cautioned that funding should be an essential factor in their deliberations.

Theresa Hendricksen was elected the Chair and Norm Dupuis was elected Vice Chair. The study group agreed to move forward and gather information on Colchester's senior population and their needs. In meeting their charge, the members explored what other towns had done to address similar needs, examined the advantages and disadvantages of each senior center option, and analyzed funding considerations for each of those options.

Meeting almost monthly, the study group reviewed all relevant materials provided by the Board of Selectman, was briefed on previous discussions about the senior center, reviewed town-owned land parcels, explored a variety of funding mechanisms, made several site visits to regional senior centers, met with a range of content experts, toured the William J. Johnston School and analyzed various space needs assessments previously commissioned by the town.

The Board of Selectman charged the Senior Center Study Group with the following objectives:

- 1) Developing a recommendation on whether a new Senior Center should be a new stand alone center, a joint/multi-purpose center, and/or housed in existing facilities;***
- 2) Developing a recommendation on what populations the Senior Center should and/or could serve for all options; and***
- 3) Developing a recommendation on what services should and/or could be provided at the Senior Center for all options.***

Summary of Information Gathering

The study committee approached its charge in a thoughtful manner, choosing to gather the information they needed in a variety of ways and from several sources over the sixteen months that they met. The three primary methods of information gathering used by the study group included site visits, a written survey of community members, and presentations by content experts. The information itself was challenged, discussed, debated and synthesized by members at their regular meetings.

Site Visit Key Findings

Six site visits to area senior centers were scheduled between February and April, 2010 so that group members could see and experience services and facilities serving seniors in communities similar to Colchester. The members had an opportunity to visit three (3) stand alone senior centers, two (2) community centers that included separate dedicated space for seniors, and one (1) community center model with senior activities interwoven throughout the building. Seven members of the Senior Center Study Committee participated in the site visits that were conducted in Coventry, East Lyme, Glastonbury, Groton, Lebanon and Tolland.

Staff at each of the senior centers that were visited confirmed that the planning process for renovating or building a new facility took several years and that funding sources varied for the construction or renovation of the six centers visited. However, it should be noted that all centers receive town operating funds.

Some important facility requirements were identified during the site visits and were discussed by the study group for applicability in Colchester. These considerations included, but were not limited to:

- ensuring adequate storage and parking space;
- making the building accessible through automatic door openers with a design that does not increase a draft in the entryway or building;
- having a large open room for exercising and dance programs, making the space more versatile through installation of room dividers;
- maintaining private space for medical and counseling services; and
- ensuring an adequate kitchen size and design to meet the needs of the population and the scheduled activities.

In most of the centers visited, outdoor space is not widely used by seniors, and high ceilings presented both heating and cooling challenges as well as acoustical and budgetary issues. It was also noted that most centers have a computer lab on site. In East Lyme, for example, the senior center and the library are in the same building and share a variety of resources, including the computer lab. Counts of participant and program usage varied by town as do age, residency requirements, funding and policies for shared space.

These site visits left the study group members with the sense that Colchester's seniors were not receiving comparable services in comparable facilities to seniors living in similar communities. Yet, they served as a reminder of the many creative and flexible options to be considered in determining recommendations to best meet the needs of Colchester's seniors in the current fiscal climate.

The study group held one of its fall meetings at the William J. Johnston School. The agenda included a presentation by the Superintendent and a tour of the facility to review the planned renovation. The members discussed the benefits and challenges of recommending the inclusion of a new, dedicated space for seniors as a component within the re-design and renovation of the WJJ school building.

Community Survey Results

The study group developed and conducted a community survey to gather additional information, help them make the best recommendations possible and to test whether their thinking was consistent with the general public. The survey questions focused on the following key concepts:

- Does the community agree that the current center no longer meets the need of Colchester's seniors?
- Does a separate senior center, a community center model or a joint/multi-purpose model best meet Colchester's needs?
- Does the community have a preference for renovating/utilizing the current center site?
- Has the study group identified the right mix of "core" services?

The survey was open to all adults in the community with its release in November, 2010. Attention was given to creating a broad appeal with several options for participation to assure a credible survey return rate. As such, the survey was available electronically via Survey Monkey on the town website, handed out by volunteers at polling places, distributed through the public schools, and was available in hard copy for pick-up and drop-off at the library, town offices, and the senior center. The survey was also publicized in the local media to improve public awareness. A copy of the written survey appears in Appendix 2.

Highlights of the Survey Results:

- **86% agree that the current Senior Center is inadequate.**
- **68% think moving the Senior Center to a new location is the best option.**
- **89% agree that core Senior Center services should include health and nutrition, recreation and leisure, education programs and social services.**
- **A majority of respondents prefer a separate, dedicated space within a multi-purpose community center.**
- **A majority of the respondents feel that Senior Center services should be available for residents 55 and older.**

The survey contained a brief introduction on the Senior Center Study Group and included the committee charge. Ten key questions were offered for reflection by the public, followed by a few simple demographic questions. The survey was designed to be anonymous unless respondents chose to self-identify. Residents with questions on the study committee or the survey were directed to the Senior Center Director.

The survey response rate exceeded expectations with 411 residents participating – 123 through Survey Monkey and 288 in the paper format. Of the nearly 400 responses analyzed, 79% were familiar or somewhat familiar with the services available through the senior center and more than a quarter (27%) reported having family members who used the center weekly in the last six months. Sixty-five per cent (65%) of the respondents were female with a significant majority (90%) age 40 or older. Over half of the respondents (52%) reported living in Colchester for more than 20 years.

Perspectives from Content Experts

As the need arose, content experts from the state and local level were called upon to provide their perspectives, data, information and additional resources to the study committee. Those who made presentations at study group meetings included Bruce Sheridan, from the Department of Economic Development who provided an overview of potential funding options available through the Small Cities Block Grant and STEAP (Small Town Economic Assistance Program); Maggie Cosgrove, Town CFO who educated the group on the town bonding process and relevant financial considerations, Adam Turner, Town Planner, who provided an overview of potential locations for a new senior center and members of the Bacon Academy Board of Trustees, who provided an overview of the current lease and further considerations for renovation or purchase of the existing senior center facility. The group also met with Ron Goldstein, BOE Chairman, Karen Loiselle, Superintendent of Schools and other officials from the Board of Education to learn more about the William J. Johnston project.

Recommendations and Considerations

Core Senior Center Services

Based on the results of the community survey and anecdotal observations, the group concluded that overall, the seniors who frequent the current senior center are pleased with the services they receive. Recognizing this, the following considerations should be met in any future senior center facility:

Special Considerations:

- The environment must be safe, welcoming and comfortable.
- The facility must provide both formal and informal opportunities for socialization.
- On-site programs should be supplemented with off-site and outdoor activities.
- Services should be expanded to help seniors access town, state and federal programs.

- Transportation services and adequate parking must be available.
- More specialized programming should be available for senior men and for senior couples.
- Space must adequately address service needs.

The list of core services generated by the study committee is aligned with their consensus decision to provide a range of education, leisure, health and nutrition services along with special events and support services. These programs and services are comparable to the range identified during senior center site visits in other communities and are consistent with the public sentiment expressed in the community survey. General considerations and examples follow.

Education Services:

- Provide a range of classes to promote life-long learning
- Offer technology classes

Leisure Services:

- Music
- Crafts
- Exercise Classes
- Cards and Games
- Day Trips

Health Services:

- Space to confidentially discuss individual medical concerns
- Specialized Health Clinics
- On-site medical services (i.e. blood pressure)

Nutrition Services:

- Meals (lunch)
- “Shared Bounty” Program

Support Services:

- Transportation
- Help with finding and applying for services

Special Events:

- “Volunteer Luncheon”
- Meeting Space
- Information Sessions

**Senior
Center Services**

*Offer enhanced
programming in the
following core service
areas:*

- **Education**
- **Leisure**
- **Health**
- **Nutrition**
- **Support Services**
- **Special Events**

Senior Center Recommendations

The November 2010 study group meeting was dedicated to an intentional analysis of the three options identified in the charge. Group members were assigned to one of the three small groups and then asked to identify the strengths, weaknesses, opportunities and tensions of each option. The critical issues identified by the study group members during the SWOT analysis included the current economic situation created by the recession, the desire to maximize funding opportunities to offset costs to Colchester residents, the viability of a potential referendum vote and concerns about the timeframes and locations for building a new senior center facility. A more detailed summary of the SWOT Analysis appears in Appendix 1.

Special Considerations for the New Senior Center

- *Creating a safe, welcoming facility with services deserving of Colchester's Seniors*
- *Maximizing funding opportunities through grants, bonding and cost-sharing*
- *Concern regarding new construction vs. renovation timeframes*
- *The current fiscal climate, public support and future affordability*
- *Utilize the WJJ School Renovation project to create a dedicated space for the new senior center*

Given these key considerations, the study group voted at its March 2011 meeting to recommend the William J. Johnston Middle School as the best option available for a new senior center, providing the renovation plans address concerns about parking and traffic safety and the need for a dedicated space with a separate entrance.

Further, the study group recommends that the chair (or her designee) be appointed to serve on any subsequent committees that are charged with planning or implementing this recommendation.

Supporting Materials and Attachments

Appendix 1 - SWOT Analysis Summary

	Joint/Multi Purpose Option	Stand Alone Option	Existing Facility Option
Strengths – What are the advantages?	<ul style="list-style-type: none"> • Serves more of the population • Keeps services together • Can share gym, etc. • Already have a building (WJJS) • Integrates seniors with others in the community 	<ul style="list-style-type: none"> • Unique for seniors only • Dedicated resource • Perceived “value” of seniors in the community 	<ul style="list-style-type: none"> • Less construction needed so may generate more public support • Time element – already available to satisfy pressing needs • Larger facility than current space
Weaknesses – What are the disadvantages?	<ul style="list-style-type: none"> • Least support from seniors who already use the current center • Sharing facilities and time slots (competition) • Parking lot congestions w/ busses/kids/teens • Who would have primary/priority use of the facility 	<ul style="list-style-type: none"> • Funding • Cost – no shared resources 	<ul style="list-style-type: none"> • Present center limited by physical structure, ownership & condition • Work with restrictions – may be another facility not in the town center • Lack of public support • A suitable existing facility might not be available
Opportunities – What opportunities exist?	<ul style="list-style-type: none"> • Shared maintenance • Possible grant \$\$\$ available • Good bond rating in Colchester • Can take advantage of existing WJJS building 	<ul style="list-style-type: none"> • Aging population • Grants • Public support 	<ul style="list-style-type: none"> • Existing facility could be modified to house a new senior center @ reduced cost vs. new construction (WJJS) • Take advantage of federal and state funding/grant
Tensions – What are the political & financial tensions?	<ul style="list-style-type: none"> • Affordability • Defeated by referendum • Economic situation • Town may not understand needs of 1 group (seniors) compared to youth 	<ul style="list-style-type: none"> • Economic downturn • Amount of time to build a stand alone • Priority list relating to budget 	<ul style="list-style-type: none"> • New construction could get better funding • Lack of public support • For WJJS, failure of BoE to get funding and public support • No existing facility available to meet the present needs of seniors • Questionable status of federal and state

**Appendix 2
Community Input Survey**

The Board of Selectman appointed several town residents to serve on the Colchester Senior Center Study Group last December. The Study Group has been charged with:

- 1) Developing a recommendation on whether a new Senior Center should be a new stand alone center, a joint/multi- purpose center, and/or housed in existing facilities;
- 2) Developing a recommendation on what populations the Senior Center should and/or could serve for all options; and
- 3) Developing a recommendation on what services should and/or could be provided at the Senior Center for all options.

The Study Group has been meeting regularly to explore programming, service and facility options that best meet the needs of our senior citizens. The Study Group is currently seeking input from town residents through this survey and invites you to respond to the following questions.

Please circle the response that best represents your viewpoint:

1. How familiar are you with the services available through the Senior Center?

Not Familiar Somewhat Familiar Familiar

2. How often have you or a family member used the Senior Center or its services in the past six months?

Never Weekly Monthly

Please rate the following options being considered by the Study Group:

3. A new Senior Center is needed because the current facility is inadequate to meet the demand for services.

Agree Somewhat Agree Somewhat Disagree Disagree

4. Renovating a facility for a new Senior Center is the best option for Colchester.

Agree Somewhat Agree Somewhat Disagree Disagree

5. Moving the Senior Center to a new location is the best option for Colchester.

Agree Somewhat Agree Somewhat Disagree Disagree

6. The Senior Center should provide a variety of:

Health & nutrition services	Agree	Somewhat Agree	Somewhat Disagree	Disagree
Recreational & leisure activities	Agree	Somewhat Agree	Somewhat Disagree	Disagree
Educational programs	Agree	Somewhat Agree	Somewhat Disagree	Disagree
Social services	Agree	Somewhat Agree	Somewhat Disagree	Disagree

Please circle your preference among the choices given.

7. Services at the Senior Center should be available for residents:

50 and older 55 and older 60 and older

8. Which of the options below do you prefer for the new Senior Center?

- a) A separate, dedicated facility for the Senior Center
- b) A separate, dedicated Senior Center within a multi-purpose community center
- c) An integrated part of a multi-purpose community center

*Appendix 2: Colchester Senior Center Study Group Community Input Survey
Continued*

Please tell us about little about yourself:

9. Gender: Male Female
10. Age: 18-25 26-39 40 – 54 55- 69 70 or older
11. How long have you lived in Colchester?
0-5 years 6-10 years 11-20 years more than 20 years

Additional comments:

Optional Information

Name: _____ Phone Number: _____

Thank you for your time. Please mail or drop off your survey at the Senior Center (95 Norwich Ave.) or use any of the drop boxes at the Library or Town Hall. Your input is needed by Monday, November 15th.

For questions or more information on the Senior Center Study Group call the Senior Center at 860-537-3911 or visit the town website.