

**Board of Selectmen Regular Meeting Minutes**  
**Thursday, July 17, 2008**  
**Colchester Town Hall**

**Meeting Room 1 – Immediately Following the Conclusion of the Colchester Chairmen Meeting**  
**Scheduled to Begin at 6:30 p.m.**

**MEMBERS PRESENT:** First Selectman Linda Hodge, Stan Soby, John Malsbenden, Rosemary Coyle, Greg Cordova

**MEMBERS ABSENT:**

**OTHERS PRESENT:** Mike Caplet, Ryan Blessing, Dorothy Mrowka, Suzanne Maikshilo, Daniel Ferrigno, Robert Tarlov, Kristina Histen, Cathy Russi, Lloyd Langhammer, Greg Plunkett, Tricia Coblentz, Laurie Robinson, Pat Nicholas and Kelly Nicholas, and other citizens.

1. **Call to Order:** First Selectman L. Hodge called the meeting to order at 8:05 p.m.
2. **Additions to the Agenda:** J. Malsbenden moved to add under item #6 as “d”, “Housing Authority (member; term expires 07/30/11): Janet LaBella”, delete item #30, and renumber the previous #31 as #30, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.
3. **Approve Minutes of the June 19, 2008 Board of Selectmen Regular Meeting Minutes:** R. Coyle moved to approve the June 19, 2008 Board of Selectmen Meeting minutes as presented, seconded by S. Soby. All members present voted in favor. MOTION CARRIED.
4. **Approve Minutes of the July 1, 2008 Special Board of Selectmen Meeting Minutes:** S. Soby moved to approve the July 1, 2008 Board of Selectmen Special Meeting minutes as presented, seconded by J. Malsbenden. R. Coyle abstained. All remaining members present voted in favor. MOTION CARRIED.
5. **Citizen’s Comments:** Pat Nicholas and Kelly Nicholas spoke to the Board of Selectmen regarding a noise issue pertaining to their neighbors’ guinea hens and parrots and requested that the Town consider some kind of noise ordinance that could resolve their situation.
6. **Boards and Commissions – Interviews and/or Possible Appointments and Resignations**
  - a. **Commission on Aging (alternate; term expires 12/31/11):** The Board of Selectmen interviewed Suzanne Maikshilo.
  - b. **Sewer & Water Commission (member; term expires 6/30/11):** The Board of Selectmen interviewed Daniel Ferrigno.
  - c. **Conservation Commission: Donna L. Kask (resignation):** J. Malsbenden moved to accept the resignation of Donna L. Kask with regrets, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.
  - d. **Housing Authority (member; term expires 07/30/11):** The Board of Selectmen interviewed Janet LaBella.
7. **Budget Transfers:** None
8. **Tax Refunds & Rebates:** After review J. Malsbenden moved to approve tax refunds in the amount of \$9.07 to Maria Pedraza, \$6.18 to John Rattell, \$42.80 to John Walden, \$320.31 to Jeffrey Brooks and Dorothy Walden, \$11.51 to David Haggerty, \$45.56 to Westchester Woods LLC., \$12.19 to Brett Craig, \$50.08 to Clement and Lesley McGrath, and \$3.92 to Wayne Mohrlein, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.

**9. Sewer and Water Commission Capital Projects:**

- a. Discussion and Possible Action on Appropriation of \$60,000 from undesignated Water Capital Fund Balance to Existing Project Elmwood Tank Painting Account:**  
G. Cordova moved to appropriate \$60,000 from undesignated water capital fund balance to existing project Elmwood Tank Painting account and to authorize the First Selectman to sign any necessary documents, as recommended by the Director of Public Works, seconded by S. Soby. Unanimously approved. MOTION CARRIED.
- b. Discussion and Possible Action on Acceptance of Recommendation of the Sewer and Water Commission and the Design Engineer to Award the Elmwood Tank Painting Contract to U.S. Tank Painting for \$112,000 for the Base Bid, Both Tanks:**  
R. Coyle moved to accept the recommendation of the Sewer and Water Commission and the Design Engineer to award the Elmwood Tank Painting Contract to U.S. Tank Painting for \$112,000 for the base bid, both tanks and to authorize the First Selectman to sign any necessary documents, as recommended by the Director of Public Works, seconded by J. Malsbenden. Unanimously approved. MOTION CARRIED.
- c. Discussion and Possible Action on Appropriation of \$20,000 from Undesignated Water Capital Fund Balance to a New Capital Line Item "Well 5A Replacement" in the Water Capital Fund:** S. Soby moved to appropriate \$20,000 from Undesignated Water Capital Fund Balance to a New Capital Line Item "Well 5A Replacement" in the Water Capital Fund and, once the second quote is received and a selection made, to authorize the First Selectman to sign any necessary documents, as recommended by the Director of Public Works. Only one bid was received for this project. As directed by the Sewer & Water Commission, the Director of Public Works has solicited a second quote to ensure pricing viability. Seconded by R. Coyle. Unanimously approved. MOTION CARRIED.

**10. Discussion on Tax Collector Procedures:** Tricia Coblentz and Lloyd Langhammer presented the policies and procedures in the Tax Collector's office regarding collections, forwarding of collection issues to legal council, and subsequent actions up to and including foreclosure.

**11. Discussion and Possible Action on Sponsorship Opportunity for 2008 Summer Concerts on the Green:** R. Coyle moved to add "Colchester" to "Summer Concerts on the Green" so that it reads "Colchester Summer Concerts on the Green" throughout and to modify Section B as follows: delete paragraphs 5 & 6, replace with: "After verbal agreement has been reached, a draft agreement of rights and responsibilities of each party will be presented to the Board of Selectmen for review and approval." Seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

**12. Discussion and Possible Action on Appointment of Cathy Russi as Municipal Agent for the Elderly for the Town of Colchester:** R. Coyle moved to appoint Cathy Russi as Municipal Agent for the Elderly for the Town of Colchester, seconded by S. Soby. Unanimously approved. MOTION CARRIED.

**13. Discussion and Possible Action on the Greenways Small Grant Contract and Resolution:** S. Soby moved to approve the Greenways Small Grant Contract and Resolution as presented and to authorize the First Selectman to sign any necessary documents, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

**14. Discussion and Possible Action on Memorandum of Agreement Regarding State Use of Funding Granted by the Department of Homeland Security:** S. Soby moved to approve the Memorandum of Agreement Regarding State Use of Funding Granted by the Department of

Homeland Security as presented and to authorize the First Selectman to sign any necessary documents, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.

- 15. Discussion and Possible Action on Part-Time Social Services Clerk Job Description:** G. Cordova moved to approve the Part-Time Social Services Clerk Job Description as presented, seconded by S. Soby. Following discussion, all members present voted in favor. MOTION CARRIED.
- 16. Discussion and Possible Action on '57 Fest Letter from Colchester Clergy:** After much discussion of the initial proposal, L. Hodge offered, with the approval of all, to work with Jay Cohen to investigate options for inclusion and ask Pastor Mike to attend the next meeting.
- 17. Discussion and Possible Action on 2008-09 Security System Service and Monitoring Bid Recommendation:** S. Soby moved to award the 2008-09 Security System Service and Monitoring bid to American Alarm Company as recommended by Greg Plunkett, Director of Facilities and Operations, and to authorize the First Selectman to sign any necessary documents; seconded by J. Malsbenden. Unanimously approved. MOTION CARRIED.
- 18. Discussion and Possible Action on 2008-09 Fire Alarm Service and Monitoring Bid Recommendation:** R. Coyle moved to award the 2008-09 Fire Alarm Service and Monitoring bid to American Alarm Company for all Town facilities as recommended by Greg Plunkett, Director of Facilities and Operations, and to authorize the First Selectman to sign any necessary documents; seconded by G. Cordova. Unanimously approved. MOTION CARRIED.
- 19. Discussion and Possible Action on Elevator Maintenance Contract Bid Recommendation:** J. Malsbenden moved to award the 2008-09 maintenance contract bid to Delta Elevator LLC for all Town facilities, as recommended by Greg Plunkett, Director of Facilities and Operations, and to authorize the First Selectman to sign any necessary documents; seconded by R. Coyle. Unanimously approved. MOTION CARRIED.
- 20. Discussion and Possible Action on Heating/HVAC Contract 2008-09 Bid Recommendation:** G. Cordova moved to award the 2008-09 heating/HVAC contract bid to Solo Mechanical, as recommended by Greg Plunkett, Director of Facilities and Operations, and to authorize the First Selectman to sign any necessary documents; seconded by S. Soby. Unanimously approved. MOTION CARRIED.
- 21. Discussion and Possible Action on 2008-09 Sprinkler System Service Bid Recommendation:** G. Cordova moved to award the 2008-09 sprinkler system service bid to Simplex-Grinnell, as recommended by Greg Plunkett, Director of Facilities and Operations, and to authorize the First Selectman to sign any necessary documents; seconded by S. Soby. Unanimously approved. MOTION CARRIED.
- 22. Discussion and Possible Action on 2008-09 Fire Extinguisher and Exhaust Hood Service Bid Recommendation:** R. Coyle moved to award the 2008-09 fire extinguisher and exhaust hood service bid to Roybal and Sons, as recommended by Greg Plunkett, Director of Facilities and Operations, and to authorize the First Selectman to sign any necessary documents; seconded by G. Cordova. Unanimously approved. MOTION CARRIED.
- 23. Discussion and Possible Action on Propane Contract Bid Recommendation:** G. Cordova moved to award the 2008-09 propane contract bid to Bemers as recommended by Greg Plunkett, Director of Facilities and Operations, and to authorize the First Selectman to sign any necessary documents; seconded by S. Soby. Unanimously approved. MOTION CARRIED.
- 24. Discussion and Possible Action on 2008-09 Generator Service and Repair Bid Recommendation:** S. Soby moved to award the 2008-09 generator service and repair bid to Atlantic Detroit-Allison as recommended by Greg Plunkett, Director of Facilities and Operations,

and to authorize the First Selectman to sign any necessary documents; seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

- 25. Discussion and Possible Action on Bill Watson Proclamation:** S. Soby moved to have the Board of Selectmen sign a proclamation recognizing Bill Watson for his service to the Colchester Community Theatre, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.
- 26. Report, Discussion, and Possible Action on 4-Day Work Week:** First Selectman L. Hodge reported on her exploration of a four-day workweek for the Town. To not pursue a 4 day workweek at this time, coyle, cordova. CARRIED.
- 27. Citizen's Comments:** Cathy Russi spoke to the Board of Selectmen regarding the services that the Colchester Clergy Association provides, the difficulties of the Senior Center adapting to a four-day work week, the strengths of her team at the Senior Center, and her concerns for the future needs of her constituency.
- 28. First Selectman's Report:** First Selectman L. Hodge reported on the ET328 Fire Engine Tanker that is currently down due to mechanical issues; the need for replacement of the furnace at the town garage; the excavator is down; HVAC continues to have issues; the success of the Little League, suggested BoS prepare proclamation and invite team to next meeting; ongoing staff evaluations process; the SCCOG meeting that she attended at the Sub Base in Groton; the Natchaug River Basic Conservation Action Planning meeting where she spoke about the importance of a watershed compact to towns; Cody Camp Foundation update; the IT Coordinator's new ability to work on the police vehicles; building security efforts; and the possibility of a group of residents interested in open space and farming attending the next Board of Selectmen's meeting to do a presentation. She will also invite the Assessor and a representative from the CT State Department of Agriculture to attend.
- 29. Liaison Reports:** The selectmen reported on their respective boards.
- 30. Adjourn:** G. Cordova moved to adjourn at 10:05 p.m., seconded by J. Malsbenden. Unanimously approved. MOTION CARRIED.

### **Attachments**

1. Memorandum from Karen Loiselle, Superintendent of Schools, to the Board of Selectmen, dated July 17, 2008
2. '57 Fest letter from Colchester Clergy

Respectfully submitted,

Michael J. Caplet  
Executive Assistant to the First Selectman