

Linda M. Hodge



First Selectman

**Board of Selectmen Regular Meeting Minutes  
Thursday, March 5, 2009  
Colchester Town Hall  
Meeting Room 1 at 7:00 p.m.**

HANCY A. BRAY  
TOWN CLERK

*Nancy A. Bray*

2009 MAR - 9 PM 12:40

RECEIVED  
COLCHESTER, CT

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

**MEMBERS ABSENT:**

**OTHERS PRESENT:** Mike Caplet, Walter Cox, Kelly McNamara, Adam Bensen, Gregg Schuster, Jim Stavola, Gary Avery, Bob Hodge, Tim Edwards, Shannon Dumigan, Ryan Blessing, Rob Labonte, Dave Dander, Andreas Bisbikos, Theresa Hendrickson, and other citizens

1. **Call to Order:** First Selectman L. Hodge called the meeting to order at 7:00 p.m.
2. **Additions to the Agenda:** S. Soby moved to add a new item #6b "Fire Department: Bay Door Seals", new item #16 "Executive Session Regarding Notice of Pending Claim / Intent to Commence Civil Action", and move item #12 before item #8, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.
3. **Approve Minutes of the February 19, 2009 Board of Selectmen Regular Meeting:** G. Cordova moved to approve the minutes of the February 19, 2009 Board of Selectmen regular meeting as presented, seconded by J. Malsbenden. Unanimously approved. MOTION CARRIED.
4. **Citizen's Comments:** Dave Dander commented on the issues that had been published in the newspapers regarding the Police Commission, his experience from working on Colchester building committees and their processes as well as his concerns about the resignations of two Police Commissioners.

Gary Avery spoke regarding the history of the Colchester Hayward Volunteer Fire Department, the need for a new fire truck, and his idea for the creation of a sinking fund for the ambulance revenues to assist with the replacement of fire equipment.

Tim Edwards spoke on the Colchester Police Union's opinion on the recent issues with the Colchester Police Commission.

5. **Boards and Commissions – Interviews and/or Possible Appointments and Resignations**
  - a. **Historic District Commission (filling 1 alternate vacancy; term expires 11/01/11): Theresa Hendricksen (to be interviewed):** The Board of Selectmen interviewed Theresa Hendricksen.
  - b. **Open Space Advisory Board (reappointment; term expires 03/01/11): Elizabeth Gillman (to be interviewed):** R. Coyle moved to reappoint Elizabeth Gillman as a member of the Open Space Advisory Board with a term to expire on 03/01/11, seconded by S. Soby. Unanimously approved. MOTION CARRIED.



8. **Discussion and Possible Action on Reappointment of Reed Gustafson as the Emergency Management Director (term to expire on 03/01/10):** J. Malsbenden moved to reappoint Reed Gustafson as the Emergency Management Director for the Town of Colchester with a term to expire on 03/01/10, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.
9. **Discussion and Possible Action on Reappointment of Mark Decker as a member to the Southeastern Connecticut Water Authority (term to expire on 03/01/11):** J. Malsbenden moved to reappoint Public Works Director Mark Decker as a member to the Southeastern Connecticut Water Authority with a term to expire on 03/01/11, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.
10. **Discussion and Possible Action on 5<sup>th</sup> Annual Colchester 57 Fest Sponsorship Opportunity:** G. Cordova moved to approve the 5<sup>th</sup> Annual Colchester 57 Fest Sponsorship Opportunity as presented, and to authorize the First Selectman to sign all necessary documents, seconded by R. Coyle. Following discussion, all members present voted in favor. MOTION CARRIED.
11. **Discussion and Possible Action on 30<sup>th</sup> Annual Hershey's Track & Field Games Sponsorship Opportunity:** S. Soby moved to approve the 30<sup>th</sup> Annual Hershey's Track & Field Games Sponsorship Opportunity as presented, and to authorize the First Selectman to sign all necessary documents, seconded by R. Coyle. Following discussion, all members present voted in favor. MOTION CARRIED.
12. **Discussion and Possible Action on Name Change for CHVFD for Certificate of Operation:** (This item was addressed following item #7) Chief Walter Cox presented on the need for the name change on the CHVFD certificate of operation. S. Soby moved to authorize First Selectman L. Hodge to undertake the process of changing the name on the CHVFD certificate of operation to "Town of Colchester Fire and EMS doing business as Colchester Hayward Fire Department", and to authorize the First Selectman to sign all necessary documents, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.
13. **Citizen's Comments:** None
14. **First Selectman's Report:** First Selectman L. Hodge reported on the hiring of Kelly McNamara to fill the open admin position at the CHVFD, her ongoing work with insurance carriers on proactive initiatives to manage and decrease premium increases, safety issues with the trees on the town green (#1-10), the increasing of our wellness programs through the Health and Safety Committee, her meeting with Adam Turner and town farmers on the agriculture viability grant, the status of the ruling on *John F. Fedus ET AL. v. Zoning and Planning Commission of the Town of Colchester*, the results of the budget survey, the modifications to the budget meeting schedule, and the Board of Finance special meeting called for 03/11/09.
15. **Liaison Reports:** Selectman Cordova reported on the Youth Services Advisory Board. Selectmen Malsbenden reported on the Colchester Housing Authority and the Planning & Zoning Commission.
16. **Executive Session Regarding Notice of Pending Claim / Intent to Commence Civil Action:** S. Soby moved to enter into executive session to discuss notice of pending claim / Intent to commence civil action, seconded by R. Coyle. Unanimously approved. MOTION CARRIED. The selectmen entered into executive session at 7:50 p.m. and came out of executive session at 8:10 p.m.
17. **Adjourn:** J. Malsbenden moved to adjourn at 8:11 p.m., seconded by R. Coyle. Unanimously approved. MOTION CARRIED.

**Attachments**

1. Letter dated 02/18/09, from Robert Gustafson of the Colchester Housing Authority to the Town of Colchester, regarding "Annual Report"
2. Parks and Recreation Program Fund Monthly Cash Flow and Balance Fiscal Year 2008-09
3. Memorandum dated 02/25/09, from Maggie Wasicki to the Board of Selectmen regarding the Health Insurance Account Analysis thru 01/31/09
4. Memorandum dated 03/03/09, from Siobhan Grogan to the Board of Selectmen regarding "Monthly Report for February 2009"
5. Budget transfer form with requested date of 02/19/09, Tax Office transfer in the amount of \$1500.<sup>00</sup>.
6. Budget transfer form with requested date of 03/05/09, Fire Department transfer in the amount of \$2002.<sup>00</sup>.

Respectfully submitted,



Michael J. Caplet  
Executive Assistant to the First Selectman

Cheryl Good Asset Manager  
CHFA  
999 West Street  
Rocky Hill, Ct 06067

RE: Annual report

February 18<sup>th</sup> 2009

1. At this time our existing housing remains the same.  
Dublin Village has forty apartments, sixteen one room efficiencies and twenty-four one bed room units.  
Ponemah Village has thirty apartments, twenty-four two room efficiencies and six one bed room units.  
The Housing Authority administers a rental assistance program to keep housing affordable for our residents and employ's a Resident Service Coordinator to help our residents access all outside services they may require to stay independent for as long as possible. Both of these programs are funded through the DECD.  
The physical condition of our developments is good.
2. No new construction is underway at this time.
3. No housing has been sold, leased or transferred
4. The new fire alarm system at Dublin Village is nearly complete.  
We currently have fifty three applicants on our waiting list.  
We have had an unusually high rate of apartment turnovers this year along with major repair expenses to our sewer ejection system and a hard winter. As a result our current budget is considerably off and we won't be adding as much to our reserves as predicted. I'm currently finishing up the annual rent re-determinations will soon be putting the 2009-2010 budget together which will include my very best guesses as to what may go wrong in the upcoming year.

Sincerely:



Robert Gustafson  
Executive Director  
Colchester Housing Authority

Date 2-18-09

Respectfully Submitted to: The Town of Colchester  
The DECD and CHFA



Parks Recreation Program Fund  
 Monthly Cash Flow and Balance  
 Fiscal Year 2008-09

acct_num	acct_name	july	aug	sep	oct	nov	dec	jan	feb	mar	apr	may	jun	total
34702	fees	\$37,063.81	\$21,154.60	\$29,270.50	\$26,440.28	\$5,514.50	\$7,010.70	\$16,464.60						\$142,918.99
35650	donations													\$0.00
40103	overtime				(\$2,616.15)	(\$205.65)	(\$64.63)							(\$2,886.43)
40105	payroll	(\$17,148.90)	(\$58,605.02)	(\$3,595.53)	(\$3,957.54)	(\$3,346.07)	(\$2,676.25)	(\$4,938.35)						(\$94,267.56)
41230	fica	(\$1,272.91)	(\$4,482.58)	(\$275.06)	(\$556.60)	(\$271.47)	(\$209.66)	(\$377.81)						(\$7,446.09)
47282	programs	(\$11,791.51)	(\$45,898.34)	(\$17,119.64)	(\$12,842.15)	(\$17,546.50)	(\$7,384.04)	(\$4,117.96)						(\$116,700.14)
	mon total	\$6,850.49	(\$87,831.34)	\$8,280.27	\$6,467.84	(\$15,855.19)	(\$3,323.88)	\$7,030.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$78,381.33)
	ann cum	<b>\$6,850.49</b>	<b>(\$80,980.85)</b>	<b>(\$72,700.58)</b>	<b>(\$66,232.74)</b>	<b>(\$82,087.93)</b>	<b>(\$85,411.81)</b>	<b>(\$78,381.33)</b>						
\$81,476.91	since incep	\$88,327.40	\$496.06	\$8,776.33	\$15,244.17	(\$611.02)	(\$3,934.90)	\$3,095.58	\$3,095.58	\$3,095.58	\$3,095.58	\$3,095.58	\$3,095.58	\$3,095.58
bal forward														
	cct ann cum	\$0.00												
														ann cum less cct (\$78,381.33)

Maggie Wasicki



Finance Director

2/25/09

**TO:** Board of Finance  
Board of Selectmen  
Board of Education  
C.F.O.  
Treasurer

**FROM:** Maggie Wasicki, Finance Director

Attached, please find the Health Insurance Account Analysis thru

1/31/09

A handwritten signature in black ink, appearing to be "Maggie Wasicki", is written across the lower left portion of the page.

HEALTH ACCOUNT		AS OF JANUARY 31, 2009										
	BEG. BAL. BOE	INCOME	INT. INC.	EXP.	MO. END BOE	BEG. BAL. TOWN	INCOME	INT. INC.	EXP.	MO. END TOWN	COMBINED BALANCE	
06/30/08 BAL	\$ 1,167,108.22					\$ (181,898.96)					\$ 985,209.26	
JULY		\$ 329,313.28	\$ 137.37	\$ (468,303.49)	\$ 1,028,255.38		\$ 79,259.81	\$ -	\$ (90,584.14)	\$ (193,223.29)	\$ 835,032.09	
AUGUST		\$ -	\$ 112.94	\$ (434,924.09)	\$ 593,444.23		\$ 86,969.92	\$ -	\$ (94,944.91)	\$ (199,198.28)	\$ 394,245.95	
SEPTEMBER		\$ 667,556.50	\$ 86.06	\$ (386,289.59)	\$ 874,797.20		\$ 82,139.34	\$ -	\$ (102,898.37)	\$ (219,957.31)	\$ 664,839.89	
OCTOBER		\$ 386,851.92	\$ 110.25	\$ (440,910.78)	\$ 819,848.59		\$ 79,835.16	\$ -	\$ (127,402.66)	\$ (267,524.81)	\$ 562,323.78	
NOVEMBER		\$ 328,613.62	\$ 43.99	\$ (338,054.38)	\$ 810,451.82		\$ 82,326.29	\$ -	\$ (93,388.40)	\$ (278,586.92)	\$ 531,864.90	
DECEMBER		\$ 407,494.53	\$ 40.40	\$ (298,460.13)	\$ 919,526.62		\$ 85,573.13	\$ -	\$ (110,890.36)	\$ (303,904.15)	\$ 615,622.47	
JANUARY		\$ 382,631.90	\$ 47.69	\$ (418,303.43)	\$ 883,902.78		\$ 152,171.45	\$ -	\$ (91,149.53)	\$ (242,882.23)	\$ 641,020.55	
TOTAL		\$ 2,501,461.75	\$ 578.70	\$ (2,785,245.89)	\$ 883,902.78	**	\$ 650,275.10	\$ -	\$ (711,258.37)	\$ (242,882.23)	*** \$ 641,020.55	
	AVG. MO. EXP			\$ (397,892.27)					\$ (101,608.34)			
BOE	**				2.22							
TOWN	***				-2.39							
COMBINED RESERVE					1.28							
MAGGIE WASICKI - FINANCE DIRECTOR												





**Town of Colchester**  
**Cragin Memorial Library**  
*The public library of Colchester since 1905*

**TO:** Board of Selectmen, Town of Colchester  
Board of Finance, Town of Colchester  
Cragin Board of Trustees  
**FROM:** Siobhan Grogan, Library Director  
**RE:** Monthly Report for February 2009  
**DATE:** March 3, 2009

REGISTERED PATRONS: 14,747 (Colchester residents: 10,831)  
CIRCULATION for February: 12,465 nonprint circulation: 36% of total  
CIRCULATION (Calendar year): 25,073 CIRCULATION (Fiscal year): 111,851  
Statewide Interlibrary Loan: Borrowed 148 items, loaned 47 items

**Computer Use** (Internet, Microsoft Office, iconn.org, InfoAnytime, etc.): 1,561  
**Computer Assistance to Visitors:** 46 times  
**Newsletter for February:** Circulation 800  
**Children's Display Case:** Care Bears loaned by Lexi Dean  
**Upstairs Display Case:** Newspapers from the Lincoln era

**PROGRAMS:**

Internet classes (2)	6 learners
Yoga classes (3)	94 participants
Book Repair programs (3) 43 books repaired	14 participants
Living Sustainably program	42 participants
Solar Energy program	73 participants
Wii game days (3)	6 participants
Story Times	
Wilds Ones (4)	25 children, 24 adults
Two and Three years olds (4)	23 children, 25 adults
Four and Five Year olds (5)	24 children

**continued** → → →

**PROGRAMS, continued**

New Play Area with train track and toys	240 users
Movie, "Horton Hears a Who"	3 in audience
Valentine craft (2)	32 children
Book discussion: <u>Double Indentity</u> by Margaret Peterson Haddix	2 middle schoolers
Volunteer program	15 volunteers, 69 hours
Meeting Rooms (4)	53 meetings, 559 attendees

Town of Colchester  
 General Fund  
 Budget Transfer//Additional Appropriation

*601*

Department: Tax Office

Reason for Available Funds: Additional hours needed to put forth all efforts to increase revenue. More man hours needed to set up payment plans due to the economy and go after delinquent taxpayers. Dmv website needs to be accessed very day to find taxpayers who have moved.

Reason for Available Funds: We will be combining mailings to make funds available for Cont. Temp for additional hours.

From:	Account Number	Account Name	Amount
	11303-44217	Postage	1,500
To:	11303-40105	Cont Temp Occas	1,500

Date Requested: 2/19/2009  
 Department Director or Supervisor - Signature: *Tricia Colbentz*

Print Name: Tricia Colbentz

Date Reviewed: 3/2/09  
 Chief Financial Officer: *[Signature]*

Date Approved: 3/2/09  
 First Selectman: *[Signature]*

Date Approved: \_\_\_\_\_  
 Board of Selectmen Clerk

Date Approved: \_\_\_\_\_  
 Board of Finance Clerk

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Town of Colchester  
General Fund  
Budget Transfer/Additional Appropriation

Department: Fire

Reason for Request: Request is for 20-year old facility bay door seals. Seals have never been replaced. A tremendous amount of heat loss occurs due to current state of the seals. Replacement will help in the conservation of fuel oil.

Reason for Available Funds: Monies available from sub-accounts under Service Contracts that were contracted at a lower rate.

From:	Account Number	Account Name	Amount
	44223	Service Contracts	2,002

To:	Account Number	Account Name	Amount
	46226	Building Repairs	2,002

Mar 5, 2009  
Date Requested

*Walter Cox*

Department Director or Supervisor - Signature

Print Name Walter Cox, Chief

3/5/09  
Date Reviewed

*[Signature]*  
Chief Financial Officer

Date Approved

First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk