

Gregg Schuster



First Selectman

**Board of Selectmen Regular Meeting Minutes
Thursday, September 16, 2010
Colchester Town Hall**

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

Nancy A. Bray
NANCY A. BRAY
TOWN CLERK

RECEIVED
COLCHESTER, CT
2010 SEP 17 PM 3:46

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

MEMBERS ABSENT: Selectman Rosemary Coyle

OTHERS PRESENT: Derrik Kennedy, Adam Turner, Mark Decker, Bruce Hayn, Rob Tarlov, Patti White, Jay Gigliotti, Ryan Blessing, Kate Nally, and Al Hemingway

1. Call to Order

First Selectman G. Schuster called the meeting to order at 7:02pm.

2. Additions to the Agenda

J. Ford moved to add to the agenda Item #10, "Discussion and Possible Action on STEAP Funding for Water and Sewer Expansion," and renumber accordingly, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

3. Approve Minutes of the September 2, 2010 Board of Selectmen Regular Meeting

G. Cordova moved to approve the minutes of the September 2, 2010 Board of Selectmen Regular Meeting, seconded by J. Ford. Unanimously approved. MOTION CARRIED.

4. Citizen's Comments

None

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

None

6. Budget Transfers

None

7. Tax Refunds & Rebates

J. Ford moved to approve tax refunds in the amount of \$72.95 to Katherine Hawkins, \$15.04 to Robert & Sandra Gaines, \$6.77 to Vincent & Cheryl Croce, \$20.55 to Martin Gordon, \$239.92 to Karen Pelletier, \$201.02 to Nissan Infiniti LT, \$666.86 to Bottling Group LLC, \$122.36 to James & Joyce Mako, \$60.17 to L Bell-Yockachonis & Robert Yockachonis, \$6.01 to William Wolfe, \$8.27 to Michael Pater, \$17.55 to Norma Dibartolo, \$30.08 to Ruth Robinson, \$13.79 to Mark & Brenda Love, \$29.83 to Richael Carabillo & Gloria Rivera, \$139.64 to GMAC, and \$222.62 to Chrysler Financial Services, seconded by S. Soby. Unanimously approved. MOTION CARRIED.

8. **Discussion and Possible Action on National Senior Center Month Proclamation**
G. Cordova moved to approve the proclamation declaring September, "National Senior Center Month," seconded by S. Soby. Unanimously approved. MOTION CARRIED.
9. **Discussion and Possible Action on Senior Center Second Tier Grant Approval**
G. Cordova moved to authorize Senior Center Director Patti White to submit an application to the Brookdale Foundation for Second Tier funding in the amount of \$3,000 for the Making Memories program, seconded by S. Soby. Unanimously approved. MOTION CARRIED.
10. **Discussion and Possible Action on STEAP Funding for Water and Sewer Expansion**
G. Cordova moved to authorize the First Selectman to apply for an receive funding from the STEAP grant request related to the development of a plan for expanded water and sewer service in Colchester and to sign all necessary documents, seconded by J. Ford. Unanimously approved. MOTION CARRIED.
11. **Presentation by Mark Decker and Adam Turner on Sewer & Water Expansion**
Public Works Director Mark Decker and Town Planner Adam Turner presented the sewer and water expansion plan to the Board of Selectmen.
12. **Presentation by Adam Turner on Sidewalk Plan**
Town Planner Adam Turner presented the sidewalk plan to the Board of Selectmen.
13. **Discussion and Possible Action on Discontinuance of old Prospect Hill Road**
G. Cordova moved to discontinue the old abandoned portion of Prospect Hill Road located between the Southerly limit of Route 2 and the current Prospect Hill Road, seconded by J. Ford. Unanimously approved. MOTION CARRIED.
14. **Discussion and Possible Action on Open Space Donation (White Oak Farm)**
S. Soby moved to forward the proposed property transfer to the Planning and Zoning Commission and Board of Finance for their review, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

Selectman S. Soby stepped out of the meeting at 8:04pm

15. **Discussion and Possible Action on Business Directional Signage**
G. Cordova moved to permit off-street directional signage as proposed by the Town Planner and to permit private business owners to utilize such signage at a cost of \$8/month, seconded by J. Ford. Unanimously approved by those present. MOTION CARRIED.

Selectman S. Soby returned to the meeting at 8:05pm

16. **Discussion and Possible Action on Inland Wetlands Fee Schedule Revision**
Board took no action
17. **Citizen's Comments**
None
18. **First Selectman's Report**
First Selectman G. Schuster reported that 57 Fest is being held Saturday, September 25 with the rain date being Sunday, September 26; farmers wanting to create an agricultural commission that would be advisory to other boards and commissions in town; the town has received the bid results from the revaluation RFP and officials will be determining in

the short future which company to choose; the official opening of the Bacon track will be Friday, October 1; he has been appointed chairman of the Southeastern Connecticut Council of Governments (SCCOG) Legislative Committee; and Mothers Against Drunk Driving (MADD) has awarded OFC Green with an award for his work against drivers under the influence.

19. Liaison Report

S. Soby commented that the Planning & Zoning Commission reviewed revisions to the sidewalk plan and stated that the commission has been doing a tremendous amount of work and put in a good amount of effort to get this plan in fruition as well as discussed the recent event at Lincoln Lake Lodge with regards to zoning permits

20. Executive Session to Discuss Hardship Withdrawal

S. Soby moved to enter into executive session to discuss a retirement account hardship withdrawal, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.
The Board of Selectmen entered into executive session at 8:15pm.
The Board of Selectmen returned to open session at 8:16pm.

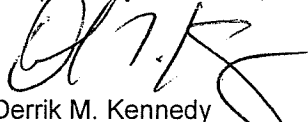
21. Discussion and Possible Action on Hardship Withdrawal

S. Soby moved to authorize retirement account hardship withdrawal, as recommended by the First Selectman, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

22. Adjourn

S. Soby moved to adjourn at 8:16pm, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

Respectfully submitted,



Derrick M. Kennedy
Executive Assistant to the First Selectman

Attachments:

- Memo from Patti White regarding Second Tier Grant Approval
- Memo from Adam Turner regarding STEAP funding for sewer and water extension
- Memo from Sal Tassone regarding discontinuance of old Prospect Road
- Memo from Adam Turner regarding Open Space land acquisition
- Memo from Adam Turner regarding Off-site Direction Signage

Senior Center Grant Approval Request

To: Board of Selectmen

From: Patti White, Director

Re: Second Tier Grant Approval Request

Date: 9/8/10

Grantor: The Brookdale Foundation Group

Requested Amount: \$3,000

Submission date: 9/30/10

Purpose: This grant would provide continuation funding to pay for part time recreational therapy staff that provides recreational therapeutic activities and support for family members of those individuals who come to the center who are facing early signs of dementia and/or cognitive limitations. The program is designed to increase this target population's ability to remain in the community, decrease their isolation and improve their overall cognitive functioning and well being. In this fiscal year we received \$7,500 from this foundation. We are eligible to apply for \$3,000 in continuation funding for fiscal year 2011.

Matching Requirements: There is a 100% match for this grant which will be met with existing costs in the senior center's annual budget, client donations and other grants as obtained. This will include a percentage of the director's salary and estimated 2011 phone, occupancy and utility costs.

Recommended Proposal:

That the Colchester Board of Selectman authorize Patti White, Senior Center Director, to submit an application to the Brookdale Foundation, for Second Tier funding in the amount of \$3,000, for its Making Memories program.

To: Gregg Schuster

From: Adam Turner

Re: Motion to Apply for and Accept STEAP Funding for Development of a Plan for Water and Sewer Expansion

Date: September 14, 2010

Memorandum

In early 2008, we proposed application to the Small Town Economic Assistance Program (STEAP) for the development of a water and sewer expansion plan. During our research we discovered that the town, despite its size, had been classified as a State of Connecticut Urban Area and was not eligible for STEAP funding.

We appeared before this Board in April 2008 and proposed that:

- We petition the State to re-classify the Town of Colchester as a STEAP eligible community and
- If our petition for reclassification was successful we proposed that we apply for funds for a water and sewer improvement plan. This study was necessary given the Town's Plan of Conservation and Development focusing future development to the south of the town center at the intersection of RT 85 and RT 2/11 and that several developments had been approved for that area.

The Board of Selectman, reviewed the memo from the Planner, discussed the matter, and accepted a motion to apply for the re-designation of Colchester as a STEAP community. While the discussion centered on the STEAP grant for water and sewer provision, the motion appeared to only reflect the application for STEAP designation.

In July 2008 we appeared before the legislature as they discussed the Town's request for reclassification. The measure was supported by the legislature and we were recognized as eligible for STEAP funding in 2008. In June 2009 we submitted documentation and applied officially for a STEAP grant. In November 2009 we were officially awarded \$130,000 in STEAP funding to complete the Plan for Water and Sewer Infrastructure Project. In December 2009, the Planner and the Public Works Director appeared before the Board of Selectman and Board of Finance to brief each on the grant award. No motion of acceptance was requested.

In September a consultant was hired to complete the work and is already proceeding through the work scope. They have submitted their initial billing and we are working with the State to complete the necessary administrative paperwork. In developing that package the State has requested that the Board of Selectman authorize the First Selectman to apply for and receive funding from the STEAP grant request related to the development of a plan for expanded water and sewer service in Colchester. We have provided all of the other administrative requirements.

Motion: Move to authorize the First Selectman to apply for and receive funding from the STEAP grant request related to the development of a plan for expanded water and sewer service in Colchester and to sign all associated paperwork.

August 6, 2010

Code Administration
Building Official
Fire Marshal
Wetlands Enforcement



Planning and Zoning
Planning Director
Zoning Enforcement
Town Engineer

To: Colchester Board of Selectmen
From: Salvatore A. Tassone P.E. – Town Engineer and *Sal Tassone*
Mark Decker P.E. – Public Works Director *MD*
Re: Request by State of Connecticut DEP Land Acquisition & Management for the Town to formally discontinue the old Prospect Hill Road located between the Southerly limit of Route 2 and the current Prospect Hill Road as shown on the attached 7/26/2010 letter and plans submitted to BOS by Elizabeth Brothers of DEP.

The old section of Prospect Hill Road in question is approximately 520 feet long and traverses two properties. One parcel is owned by "One Way Realty LLC." and the other is owned by "Binder Alfred C. ETAL". Formal discontinuance of this old road bed will revert the land back to these two properties. Although, as indicated in the referenced DEP letter, "This old roadway bed was never released and still exists west of the current travel way.", the town's long ago abandonment of maintenance activity for this old road bed has effectively accomplished the discontinuance of the old road bed as a public travel way.

The proposed DEP request does not appear to have any adverse impact to the Town, therefore it is recommended that the town formally take action to discontinue this old section of Prospect Hill Road.

Prior to taking action to discontinue this old road bed, it is recommended that the Board of Selectmen send notification to the two abutting property owners directly impacted by such action to afford them the opportunity to comment on the proposed road bed discontinuance. The two property owners are as follows:

ASSESSOR LOT 33, MAP 6-10

Owner – One Way Realty LLC.
Robert G. Siegel ESQ./Day Berry
City Place 1
Hartford, CT. 06103-3499

ASSESSOR LOT 44, MAP 5-12

Owner – Binder Alfred C. ETAL
15 Old Clark Hill Road
East Hampton, CT. 06424

The BOS will need to Notice a BOS Public Hearing for "Discussion and possible formal discontinuance of old abandoned section of Prospect Hill Road". **The Recommended Motion is as follows: "Motion to discontinue the old abandoned portion of Prospect Hill Road located between the Southerly limit of Route 2 and the current Prospect Hill Road."**

Please notify Mark Decker or I of the Date that this item will be on the BOS agenda so we can plan to attend to respond to any questions. Also, please notify the DEP in the event they wish to have someone present at the meeting. Please note that neither Mark or I will be available for the August 19, 2010 BOS meeting.

TO: Gregg Schuster

FROM: Adam Turner

SUBJECT: 9.2 Acres of Open Space Land located within the White Oak Farm Conservation Subdivision.

DATE: August 12, 2010

MEMO

The Town has been offered a 9.2 acre parcel of land located within the White Oak Farm Subdivision. The parcel, located within an un-developed phase of the subdivision, is completely subject to a Conservation Easement. The owners, Sarah Mazur, Etta Isenberg, Ada Nidzon, and Faye Peltz originally retained the parcel to dedicate it to a passed family member, entitling the parcel with signage, "Jack Nidzon Preserve". The family now offers the land to the town.

On August 9, 2010, the proposed purchase was reviewed and recommended by the Open Space Committee. The Colchester Conservation Commission unanimously recommended the acceptance of the land and the Conservation Easement as proposed in the above referenced subdivision on August 11, 2010 with a condition that the entire parcel be marked with Conservation Easement markers (As stated within the Quit claim Deed) prior to the acceptance from the Town.

Attached are the Quit Claim Deed and a map highlighting the parcel.

The property transfer requires Planning and Zoning review under Ct 8-24 although the eventual transfer of the property as proposed in the this application is consistent with the subdivision approval for White Oak Farms as well as review by the Board of Finance even though there are no costs to this purchase. Once those reviews are completed the final actions on the transfer can take place.

Recommended Motion – Move to forward the proposed property transfer to the Planning and Zoning Commission and Finance Board for their review.

To: Gregg Schuster
From: Adam Turner
Re: Off Site Directional Signage
Date: September 8, 2010

MEMORANDUM

As per request of several businesses that need off site directional signage:

We propose that the Town construct a directional signage post at the corner of Old Amston and Hartford Road just south of the fire station. Local businesses (must be in Colchester) can have their business represented on these signage posts. No trademark or advertising shall be permitted on any signage posts, simply the business name and direction.

Each post should be 4" X 4" X 12' pressure treated or cedar for durability. The edges beveled with a white pvc or copper cap.

The post would be 3' into the ground leaving 10' above grade. There should be 1' from the top of the post to the top of the topmost sign, and a minimum of 4' of clearance from grade to the bottom of the lowest sign leaving 4' for signage.

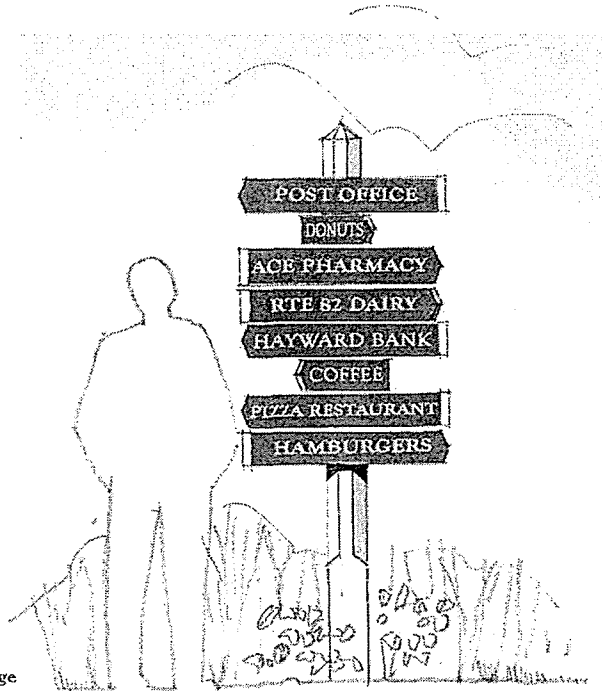
Signs to be a standardized size of 6" X 2' poplar painted dark green (enamel or epoxy paint) with white lettering routed into the surface no more than 1/2" wide, 1/2" deep.

There will be a maximum of 6 signs per post. All signs to be installed with brass screws.

Town directional signs will be issued on a first come first served basis (with permit, no fee but for record keeping). Each business will be limited to one sign per business. Each business will be charged a fee of \$8/month to utilize the town directional signage with the fees being collected to be used to defray the cost of the signage posts and other hardware and maintenance of the directional signage posts.

The approximate costs of the posts and signage is \$700.

Motion: Move to permit off-street directional signage, as proposed by the Town Planner, and to permit private business owners to utilize such signage at a cost of \$8/month.



Prototype Directional Signage
Town of Colchester Connecticut
August 2010

BREWSTER | ARCHITECTS
111 COVER ROAD, LEBANON, CONNECTICUT