



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Gregg Schuster, First Selectman

Board of Selectmen Regular Meeting Minutes Thursday, June 16, 2011 Colchester Town Hall

Meeting Room 1 – 7:00pm

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

MEMBERS ABSENT: Selectman Greg Cordova

OTHERS PRESENT: Greg Plunkett, Adam Turner, Dot Mrowka, Antoinette Charest, 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**
S. Soby moved to edit agenda item #5b to read, "Commission on Aging. Appointment change of Rob Gustafson to an alternate for a term to expire 12/01/11," and add item #5c, "Commission on Aging. Discussion and possible appointment of Marilyn Finnigan as a member to the Commission on Aging for a term to expire 12/01/11," seconded by J. Ford. Unanimously approved. MOTION CARRIED.
3. **Approve Minutes of the June 2, 2011 Regular Board of Selectmen meeting**
S. Soby moved to approve the minutes of the June 2, 2011 Regular Board of Selectmen meeting, seconded by J. Ford. Discussion on police uniform appropriation under "Liaison Report." S. Soby withdrew his motion – to be discussed at the next Board of Selectmen meeting. No action taken.
4. **Citizen's Comments**
D. Mrowka commented on what is going to be done with damage in Town Hall 1st Floor hallway. Greg Plunkett stated corrections are in the works. Some repairs will be completed by an outsourced firm and other in-house.
5. **Boards and Commissions – Interviews and/or Possible Appointments and Resignations**
 - a. **Sewer & Water Commission. Member re-appointment to the Sewer & Water Commission to a three-year term to expire 6/30/2014. Tom Tripodi was interviewed.**
S. Soby moved to re-appoint Tom Tripodi as a member to the Sewer & Water Commission to a three-year term to expire 6/30/2014, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.
 - b. **Commission on Aging. Appointment change of Rob Gustafson to an alternate for a term to expire 12/01/11.**
S. Soby moved to change the appointment of Rob Gustafson to an alternate to the Commission on Aging for a term to expire 12/01/11, seconded by J. Ford. Unanimously approved. MOTION CARRIED.

c. **Commission on Aging. Discussion and possible appointment of Marilyn Finnigan as a member to the Commission on Aging for a term to expire 12/01/11.**

J. Ford moved to appoint Marilyn Finnigan as a member to the Commission on Aging for a term to expire 12/31/11, seconded by S. Soby. R. Coyle abstained. Remaining selectmen approved. MOTION CARRIED

6. **Budget Transfers**

S. Soby moved to approve the budget transfer of \$233,691 from BOF-Contingency (11101-50900), BOF-Contract Settlements (11101-50950), Legal (11701-44203), Highway-Regular Payroll (13201-40101), Highway-FICA & Retirement (13201-41230), Transfer Station-Transportation (13601-43212), and Snow Removal-Other Purchased Supplies (13201-42340) to Snow Removal-Overtime (13201-40103), Snow Removal-FICA (13204-41230), Snow Removal-Sand, Salt, Gravel (13204-42333), and Snow Removal-Professional Services (13204-44208) and send to town meeting on June 29 at 7:00 p.m. for approval, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.

7. **Tax Refunds & Rebates**

None.

8. **Discussion and Possible Action on Ordinances**

S. Soby moved that a town meeting to be held on June 29, 2011 at 7:00 p.m. at Town Hall to discuss and vote upon: adopting an ordinance establishing an Agriculture Commission, the purpose being to promote and preserve farming in Colchester; adopting an ordinance to regulate the installation, location, operation, and maintenance of fire hydrants within the Town; adopting an ordinance enabling fire and emergency personnel to promptly enter commercial and industrial structures within the Town of Colchester by requiring the installation of a rapid access system in new or renovated commercial and industrial structures; adopting an ordinance to regulate the installation, maintenance, and operation of alarm systems, devices and equipment in businesses and residences within the Town of Colchester; the full text of all proposed ordinances being on file in the Town Clerk's Office; seconded by R. Coyle. Unanimously approved. MOTION CARRIED.

9. **Discussion and Possible Action on the Formation of a Building Committee**

R. Coyle moved that a town meeting to be held on June 29, 2011 at 7:00 p.m. at Town Hall to discuss and vote upon: establishing a seven-member Building Committee for the construction of a combined middle school and senior center at 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 is also to 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; seconded by S. Soby. Unanimously approved. MOTION CARRIED.

10. **Discussion and Possible Action on STEAP Grant Application**

R. Coyle moved to approve the submission of a STEAP grant application for approximately \$200,000 to refurbish/construct sidewalks along Norwich Avenue, Halls Hill Road and Chestnut Hill Road and authorize the First Selectman to sign any documents, seconded by S. Soby. Unanimously approved. MOTION CARRIED.

11. **Discussion and Possible Action on Contract with the Nature Conservancy**
R. Coyle moved to approve the contract between the Town of Colchester and the Nature Conservancy regarding Salmon River Watershed Partnership Funds with appropriation coming from the First Selectman's "Professional Memberships" budget and authorize the First Selectman to sign all documents, seconded by J. Ford. Unanimously approved. MOTION CARRIED.
12. **Discussion and Possible Action on Cragin Library Telephone Contract**
J. Ford moved to approve the annual telephone contract for Cragin Memorial Library with AT&T and authorize the First Selectmen to sign all documents, seconded by S. Soby. Unanimously approved. MOTION CARRIED.
13. **Discussion and Possible Action on Elevator Maintenance Contract**
S. Soby moved to approve the contract for maintenance and repair of the elevators for the 2011-2012 year at Town Hall and Cragin Memorial Library to ThussenKrupp and authorize the First Selectman to sign all documents, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.
14. **Discussion and Possible Action on Fire Alarm Service Contract**
R. Coyle moved to approve the contract for service and repair of fire alarm systems for all Town facilities to CINTAS and to American Alarm for monitoring of the fire alarms and authorize the First Selectman to sign all documents, seconded by S. Soby. Unanimously approved MOTION CARRIED.
15. **Discussion and Possible Action on Fire Extinguisher and Exhaust Hood Service Contract**
J. Ford moved to approve the contract for exhaust hood cleaning and inspection for fire company 1 and for fire extinguisher services and inspection of Town Hall, Senior Center, Youth Center, Fire Co. 1, Fire Co. 2, and Cragin Memorial Library to Roybal and Son and authorize the First Selectman to sign all documents, seconded by S. Soby. Unanimously approved. MOTION CARRIED.
16. **Discussion and Possible Action on Generator Service and Repair Contract**
R. Coyle moved to approve the contract for generator service and repair at Town Hall, Fire Co. 1, and Fire Co. 2 to Tri-State and authorize the First Selectman to sign all documents, seconded by S. Soby. Unanimously approved. MOTION CARRIED.
17. **Discussion and Possible Action on Heating/HVAC Service Contract**
S. Soby moved to approve the contract for heating/HVAC service and repair for the Youth Center, Senior Center, and Fire Department to Reliable Oil and for the Town Hall and Cragin Memorial Library to SOLO Mechanical and authorize the First Selectman to sign all documents, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.
18. **Discussion and Possible Action on Security System Service and Monitoring Contract**
R. Coyle moved to approve the contract for security system service and monitoring to American Alarm Company and authorize the First Selectman to sign all documents, seconded by J. Ford. Unanimously approved. MOTION CARRIED.
19. **Discussion and Possible Action on Sprinkler System Service Contract**
R. Coyle moved to approve the contract for sprinkler system service and repair to MJ Daly and authorize the First Selectman to sign all documents, seconded by S. Soby. Unanimously approved. MOTION CARRIED.
20. **Citizen's Comments**
None.

21. First Selectman's Report

First Selectman G. Schuster reported that discussions between the Board of Selectmen, Board of Finance, and Board of Education will begin regarding employee Other Post-Employment Benefits, FEMA has sent the reimbursement check for snow removal and was not as much as hoped for, scheduled Town Hall renovations are almost complete, at the next Board of Selectmen meeting there will be a presentation by the Colchester-Hayward Volunteer Fire Department about potential use of the old firehouse, and we have not been able to finalize the Hebron Land transaction, but will do so shortly.

22. Liaison Report

J. Ford reported that the Conservation Commission approved Tractor Supply applications and a recent horse farm matter has been resolved. He further reported that he didn't attend the recent Historic District Commission meeting, but one application was approved.

S. Soby reported that the Planning & Zoning Commission approved Toyota to do renovations. Zoning Board of Appeals received an application to overturn a decision by the Zoning Enforcement Officer with regards to a gravel pit. There was a member of the ZBA that recused himself because of relationship with the applicant, but then sat in the audience and advocated for the applicant. There will be a discussion with that member. Also, the Parks & Recreation Commission has been approached by an Eagle Scout who is willing to do work with the Commission for his Scout project.

23. Executive Session to Discuss Employee Hardship Withdrawal

R. Coyle moved to enter into executive session to discuss employee hardship withdrawal, seconded by S. Soby. Unanimously approved. MOTION CARRIED.

Entered into executive session at 7:50 p.m.

Exited from executive session at 7:53 p.m.

24. Discussion and Possible Action Employee Hardship Withdrawal Request

R. Coyle moved to approve the employee hardship withdrawal request, seconded by J. Ford. Unanimously approved. MOTION CARRIED.

25. Executive Session to Discuss non-Union Employee Performance and Merit Increases

R. Coyle moved to enter into executive session to discuss non-union employee performance and merit increases, seconded by J. Ford. Unanimously approved. MOTION CARRIED.

Entered into executive session at 7:55 p.m.

Exited from executive session at 8:03 p.m.

26. Discussion and Possible Action on non-Union Employee Performance and Merit Increases

S. Soby moved to approve the non-union employee performance and merit increases, as recommended by the First Selectman, seconded by J. Ford. Unanimously approved. MOTION CARRIED.

27. Adjourn

R. Coyle moved to adjourn at 8:04 p.m., seconded by S. Soby. Unanimously approved. MOTION CARRIED.

Respectfully submitted,

Dawn LePage
Meeting Clerk