

# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Gregg Schuster, First Selectman

**Board of Selectmen Regular Meeting Minutes  
Thursday, December 1, 2011  
Colchester Town Hall**

**Meeting Room 1 – 7:00pm**

RECEIVED  
COLCHESTER, CT  
2011 DEC -2 AM 10:40

*Nancy A. Bray*  
NANCY A. BRAY  
TOWN CLERK

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

**MEMBERS ABSENT:**

**OTHERS PRESENT:** Derrik Kennedy, James Paggioli, Patti White, Adam Turner, Dot Mrowka, John Malsbenden, Bailey Seddon, Ryan Blessing, 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 amend agenda item 6b to read, "Commission on Aging. Member appointment for a three-year term to expire 12/31/2014. Robert Gustafson to be interviewed," and to add to the agenda item 6c, "Commission on Aging. Possible member appointment of Herb Davis to fill a vacancy left by Suzanne Maikshilo to expire 12/31/2011 and continue on as a member for a new three-year term to expire 12/31/2014," and renumber accordingly; seconded by S. Soby. Unanimously approved. MOTION CARRIED.
3. **Approve Minutes of the November 17, 2011 Regular Board of Selectmen Meeting**  
R. Coyle moved to approve the minutes of the November 17, 2011 Regular Board of Selectmen meeting with the addition of a letter to the Board of Selectmen from Commission on Aging Chairman Rose Levine with regards to the Building Committee, seconded by J. Ford. S. Soby abstained. Unanimously approved. MOTION CARRIED.
4. **Approve Minutes of the November 17, 2011 Tri-Board Meeting**  
R. Coyle moved to approve the minutes of the November 17, 2011 Tri-Board meeting, seconded by G. Cordova. S. Soby abstained. Unanimously approved. MOTION CARRIED.
5. **Citizen's Comments**  
J. Malsbenden commented favorably on behalf of Mark Noniewicz for the Planning & Zoning Commission and Norman Dupuis for the Building Committee. G. Liverant and D. Mrowka commented favorably on behalf of Norman Dupuis for the Building Committee.
6. **Boards and Commissions – Interviews and/or Possible Appointments and Resignations**
  - a. **Commission on Aging. Member re-appointment for a three-year term to expire 12/31/2014. Marilyn Finnegan to be interviewed.**  
R. Coyle moved to approve Marilyn Finnegan as a member of the Commission on Aging for a three-year term to expire 12/31/2014, seconded by J. Ford. Unanimously approved. MOTION CARRIED.

- b. **Commission on Aging. Member appointment for a three-year term to expire 12/31/2014. Robert Gustafson to be interviewed.**  
No action taken.
- c. **Commission on Aging. Possible member appointment of Herb Davis to fill a vacancy left by Suzanne Maikshilo to expire 12/31/2011 and continue on as a member for a new three-year term to expire 12/31/2014.**  
No action taken.
- d. **Historic District Commission. Alternate re-appointment for a three-year term to expire on 11/30/2014. Linda Akerman to be interviewed.**  
J. Ford moved to re-appoint Linda Akerman as an alternate to the Historic District Commission for a three-year term to expire on 11/30/2014, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.
- e. **Parks and Recreation Commission. Alternate re-appointment for a four-year term to expire on 11/30/2015. Clint Williams to be interviewed.**  
No action taken.
- f. **Planning & Zoning Commission. Member re-appointment for a three-year term to expire 12/31/2014. Mark Noniewicz to be interviewed.**  
S. Soby moved to re-appoint Mark Noniewicz as a member to the Planning & Zoning Commission for a three-year term to expire 12/31/2014, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.
- g. **Planning & Zoning Commission. Alternate re-appointment for a three-year term to expire 12/31/2014. James Miller to be interviewed.**  
No action taken.
- h. **Planning & Zoning Commission. Member appointment to fill a vacancy left by Thomas Kane to expire 12/31/2012. John Novak to be interviewed.**  
S. Soby moved to appoint John Novak as a member to the Planning & Zoning Commission to fill a vacancy left by Thomas Kane to expire 12/31/2012, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.
- i. **Planning & Zoning Commission. Jason Tinelle to be interviewed.**  
Jason Tinelle was interviewed.
- j. **Building Committee. Discussion and Possible Appointment of Members or Provisional Alternates.**
  - i. **John Avery, Sharon Boski, Justin Bunton, Nancy Cordova, John Carroll, Robert Dennehy, Norman J. Dupuis, Steven Kardys, Robert Sosnoski, William Sullivan**

G. Cordova recused himself from discussion on Building Committee

R. Coyle moved to appoint Norman Dupuis as a member of the Building Committee, seconded by J. Ford. R. Coyle read a letter from T. Hendrickson in favor of Mr. Dupuis. J. Ford and R. Coyle commented favorably on behalf of Mr. Dupuis with regards to background and experience. S. Soby commented on comments made by Mr. Dupuis during his interview by the Board of Selectmen as a concern for appointment. G. Schuster commented on inclusiveness of all officials and boards in Building Committee process. R. Coyle and J. Ford voted for. S. Soby and G. Schuster voted against. MOTION FAILED, 2-2.

- k. **Discussion and Selection of Liaison to Building Committee**

R. Coyle commented on desire for two Board of Selectmen liaisons to Building Committee. No action taken.

I. **Discussion and Selection of Liaison to Agriculture Commission**

S. Soby expressed interest as the Board of Selectmen liaison to the Agriculture Commission. J. Ford moved to appoint S. Soby as a liaison to the Agriculture Commission, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

7. **Budget Transfers**

R. Coyle moved to approve the budget transfer of \$70 from "Senior Center – Contractual, Temp, Occasional Payroll (15401-40105)" to "Senior Center – Telephone (15401-45216)," seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

8. **Tax Refunds & Rebates**

G. Cordova moved to approve the tax refunds in the amount of \$291.33 to Frederick Deane, \$308.39 to Luke Lesnewski, \$46.01 to George R. Napier, \$27.10 to Nissan Infiniti, \$70.29 to Marian or Ewa Panek, \$0.52 to Bailin and Pamela Shaw, \$22.49 to Bailin and Pamela Shaw, \$34.38 to Bailin and Pamela Shaw, and \$75.22 to Allen Trowbridge; seconded by S. Soby. Unanimously approved. MOTION CARRIED.

9. **Discussion and Possible Action on Community Publications Contract**

No action taken.

10. **Discussion and Possible Action on Regional Performance Incentive Grant**

S. Soby moved to approve the attached resolution of endorsement for approval by SCCOG for regional performance incentive grant which includes: preparation of a comprehensive plan and a model for shared services equipment and staff by all 20 SCCOG municipalities, creation of a digital index of town clerk maps in all 20 SCCOG Municipalities, and SCCOG municipalities joining the Capitol Region Council of Governments on-line permitting system, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

11. **Discussion and Possible Action on Agriculture Grant**

Town Planner Adam Turner discussed the Agriculture Grant with the Board. J. Ford moved to approve the application for a project funded by the Department of Agriculture's Viability Grant and authorize the First Selectman to sign all necessary documents, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

12. **Discussion and Possible Action Town Roads Snow Removal Contracts**

G. Cordova moved to authorize the First Selectman to enter into a contract, and sign all necessary documents, in accordance with the Request for Proposals Town Streets and Roads Snow and Ice Control Services dated 16 August 2011, with B&B Superior Contracting, Inc. for two routes for a time period of three years, and Clark's Landscaping for two routes for a time period of three years; seconded by R. Coyle. Discussion on bidding process, insurance requirements, and routes covered by contractors and town employees. Unanimously approved. MOTION CARRIED.

13. **Citizen's Comments**

J. Malsbenden and D. Mrowka commented on the Board of Selectmen's decision with regards to Norman Dupuis and encouraged them to reconsider at a future date.

14. **First Selectman's Report**

First Selectman G. Schuster reported that the Agriculture Commission had their first official meeting where they nominated Liz Gilman as their chairman, they discussed by-laws, and future endeavors; Hebron had a town meeting whereby the Town approved the land swap and the two towns are now in discussion over possibly sharing transfer stations for residents; the performance contract with Honeywell is almost complete and will be brought to the Board for discussion at the next meeting; there have been an

abundance of Eagle Scout ceremonies lately and it is a testament to the community with many of the recipients doing projects that directly benefit the Town; and the re-apportionment map for the State House districts has been revealed and Colchester's house district has been altered dramatically.

**15. Liaison Report**

S. Soby reported that Planning & Zoning approved a couple accessory apartment applications and the commission along with staff are continuing to work on drafting revised zoning regulations.

**16. Executive Session to Discuss Pending Litigation**

S. Soby moved to enter into executive session to discuss pending litigation, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

Entered into executive session at 7:59 p.m.  
Exited from executive session at 8:18 p.m.

**17. Executive Session to Discuss Sewer & Water Benefit Assessment Legal Settlement**

S. Soby moved to enter into executive session to discuss sewer and water benefit assessment legal settlement, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.

Entered into executive session at 8:19 p.m.  
Exited from executive session at 8:34 p.m.

**18. Discussion and Possible Action on Legal Settlement**

S. Soby moved to approve the legal settlement between Colchester and CDS Associates as presented by Public Works Director James Paggioli, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

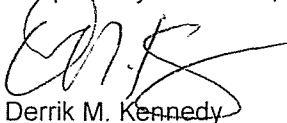
**19. Adjourn**

G. Cordova moved to adjourn at 8:35 p.m., seconded by S. Soby. Unanimously approved. MOTION CARRIED.

Attachment:

- Letter from T. Hendrickson regarding Building Committee appointment
- Resolution of Endorsement and Certification for Regional Performance Incentive Program

Respectfully submitted,



Derrik M. Kennedy  
Executive Assistant to the First Selectman

To the First Selectman and members of the Board of Selectman:

I am writing on behalf of the Senior Study Group that was chartered by you all in 2009. We were charged with 3 objectives to review and make recommendations to your Board. Nine Colchester residents spent almost a full year researching and understanding the needs of a senior center.

We completed our due diligence and presented our recommendations to you all earlier this year. Those recommendations included the path the town is taking using the current William J. Johnston School for a combined Community/Senior Center but it also included another recommendation to have someone from our committee sit on the building committee. Our committee felt that we had learned a great deal through the process about design layout, financing options and what our senior citizen population of Colchester wants and needs in their new facility that any of us could be a resource and asset to the building committee.

I am sorry that my professional and personal schedule did not allow me to sit on this committee but I strongly endorse that my designee is appointed as my replacement.

Sincerely,  
Theresa Hendricksen

**Resolution of Endorsement and Certification**

(To be completed by the City or Town Clerk)

The Legislative Body\* of the Town/City of Colchester

met on 12/1/11 and adopted a resolution by the vote of  
5 to 0 which endorsed the Regional Performance Incentive Program proposal referenced in Section 5 of Public Act 11-61 (An Act Concerning Responsible Growth). These proposals, submitted by the Southeastern Connecticut Council of Governments (SCCOG) include:

- Preparation of a comprehensive plan and a model for shared services, equipment, and staff by all 20 SCCOG municipalities
- Creation of a digital index of town clerk maps in all 20 SCCOG municipalities
- SCCOG municipalities joining the Capitol Region Council of Governments on-line permitting system

Such proposals are attached to and made a part of this record.

It is hereby certified that there are no legal obstacles to providing the proposed services regionally, including, but not limited to, binding arbitration.

Attested to by:

Name: Nancy A. Beay

Title: Town Clerk  
(City/Town Clerk)

Date: 12-2-2011

\*NOTE: For the purposes of the Regional Performance Incentive Program, "legislative body" means the board of selectmen, town council, city council, board of alderman, board of directors, board of representatives or board of the mayor and burgesses of a municipality.

SCCOG Applications for Regional Performance Incentive Program Funding  
As Recommended by SCCOG Executive Committee on 9 November 2011

- Prepare a comprehensive plan and a model for shared services, equipment, and staff by all 20 SCCOG municipalities. The study would identify costs and savings for each service analyzed, and would outline steps necessary, including any required local or state legislative action, to implement. One of the outgrowths of this analysis could be future applications for RPI funding.  
Grant Application Amount: \$330,000
- Create an index of all town clerk maps and the parcel data associated; establish an online open source database that can be used for searching information, data entry and is functional with the region's online GIS (AppGeo product and others); and create a printed index listing associated maps.  
Grant Application Amount: TBD
- Have SCCOG municipalities join Capitol Region Council of Governments on-line permitting system. SCCOG staff has discussed with CRCOG staff the possibility of a volume discount if ten or more SCCOG towns were to join (Waterford already is a member). OPM staff has indicated that they would consider as a fundable grant application the use of RPI funds to pay for the SCCOG towns' start-up costs, which I would define as the actual cost for each town to purchase a software license, implementation, training, and say 3-5 years of support. The licenses at CRCOG now cost from \$28,000 - \$50,000 depending upon a municipality's population, implementation and training about \$5,000 per town, then another \$6,000-\$12,000 per year for support and hosting. These figures are all before CRCOG and their vendor provide a volume discount.  
Grant Application Amount: \$800,000 before discount. Assumes ten towns join and that we are funded for three years of support and hosting.