



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Gregg Schuster, First Selectman

Commission Chairman Regular Meeting Minutes
Thursday, August 02, 2012
Colchester Town Hall – 7:00 PM
Meeting Room 1

NANCY A. BRAY
TOWN CLERK

2012 AUG - 6 PM 12: 21

RECEIVED
COLCHESTER, CT

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

MEMBERS ABSENT: Selectman Greg Cordova

OTHERS PRESENT: J. Paggioli, Walter Cox, Don Lee, Rob Tarlov, Marc Tate, Sal Tassone, T. York, Dave Anderson, Merja Lehetinen, Tom Tyler, and other citizens.

1. Call to Order

First Selectman G. Schuster called the meeting to order at 7:01 p.m.

2. Commission Updates – Commission Chairs

Dave Anderson reported that the **Board of Assessment Appeals** has had requests from taxpayers in town to have their assessments lowered because of neighboring properties that have abandoned cars and junk on the property. He asked the Board of Selectmen to consider instituting a Blight Ordinance to help clean up the properties that have become junkyards.

First Selectman G. Schuster read a written report by Ron Goldstein regarding the activities of the **Board of Education**. (attached)

Rob Tarlov, reported that the **Board of Finance** has started working on next year's budget and how to improve communications with Colchester citizens about the budget and encouraging attendance at the Budget Forums. The Board is currently working with the Board of Education to create a Health Insurance Funding Policy and a Capital spending plan. The Board is also working with the Board of Selectmen and the Board of Education on the energy audit, and also a Contingency Policy.

Thomas Tyler reported that the **Building Committee** had been meeting bi-weekly, but because of the lightning of the workload, now meet once a month. The Committee has met with the School Facilities personnel to show them the ideas for the school portion of the project. The Committee is looking for some input from the Board of Selectmen, Board of Education and the Board of Finance regarding the financing of this project. The architect is at 80% completion of the project. Interviews of Town, the Senior Center and school staff were conducted for their input for the schematic design. The architects have provided schematic designs for the Building Committee's review. The Building Committee is working on finishing the architect's schematic design review and have drafted a communications plan and when completed implement it so that they can begin educating the public about this project.

Merja Lehetinen reported that the **Cable Advisory Committee** was advised that Comcast has a program that allows families whose children are on the lunch program to sign up for cable television at the cost of \$9.95 per month. She asked that this information be disseminated by the school system to those eligible for this offer. She also reported that the Statewide Advisory Committee has grants available for technology grants. There are also Home Land Security/First Responders grant to promote communications such as public access television. She said for further information about the grants is available on the Public Utilities Regulatory Authority (PURA) State of CT website.

First Selectman G. Schuster read a written report by Steve Cohn regarding the activities of the **Economic Development Commission**. (attached)

First Selectman G. Schuster read a written report by Genna Bell regarding the activities of the **Ethics Commission**. (attached)

First Selectman G. Schuster read a written report by Nick Norton regarding the activities of the **Open Space Advisory Committee**. (attached)

First Selectman G. Schuster read a written report by Joe Mathieu regarding the activities of the **Planning and Zoning Commission**. (attached)

First Selectman G. Schuster read a written report by Lori Robinson regarding the activities of the **Zoning Board of Appeals**. (attached)

No Report Received from:

Liz Gilman concerning the **Agriculture Commission**
Kevin Dalton concerning the **CHVFD Tax Exemption Commission**
Rose Levine concerning the **Commission on Aging**
Falk von Plachecki concerning the **Conservation Commission**
Jack Faski concerning **Fair Rent Commission**
Ellen Sharon concerning **Historic District Commission**
Jan LaBella concerning **Housing Authority**
Nick Norton concerning **Open Space Advisory Committee**
Sean O'Leary concerning **Parks and Recreation Commission**
Robert Parlee concerning **Police Commission**
Brenden Healy concerning **Police Retirement Board**
Rich LeMay concerning **Sewer & Water Commission**
Tom St. Louis concerning **Youth Services Advisory Board**

3. Adjourn

R. Coyle moved to adjourn the Commission Chair Meeting at 7:21 p.m., second by J. Ford.
Unanimously approved. MOTION CARRIED.

Respectfully submitted,

Gail Therian
Clerk

REPORT OF THE BOARD OF EDUCATION

August 2, 2012

The Board of Education has had a busy few months. After a successful close to the school year and graduation for 242 students, Superintendent Loiselle Goodwin announced her intention to retire. Since the time of that announcement, she was offered a position as Principal of Fishers Island School on Fishers Island, NY. She has asked to be released from her position here in Colchester "sooner than later" so that she can start her new position on Fishers Island. Karen will work with us to ensure a smooth transition and she will remain here as long as necessary to complete important initiatives and projects. However, we anticipate she will be leaving near the start of the school year.

The Board appointed Jeff Mathieu, current principal of Bacon Academy, to be our new Superintendent, effective when Karen leaves. To take Jeff's position as principal, the Board appointed Mark Ambruso, currently the Assistant Principal at Bacon, as Interim Principal. Mark's position as Assistant Principal will be filled by the administration prior to the start of school.

With the quality leadership Karen provided for so many years, the Board is confident that we have a team in place that will maintain the District's momentum toward excellence.

Preparations for the start of school are underway. The Administrative Retreat will be next week, and our education leaders will use that time to consider District priorities. This year we are also planning to engage the Community in a Strategic Planning process. The last strategic plan we did was five years ago. We will be actively seeking community participation and input in helping us develop a plan to guide the District for the next five years.

Thank you.

Economic Development Council
Commission Chairman's Report
August 2, 2012

Due to scheduling conflicts, EDC has cancelled this month's meeting but we did convene recently in July to discuss current and future initiatives. The EDC agreed to remove one member due to lack of attendance, leaving our commission with five active members. I have spoken with a potential new member, Chris Connolly, referred to us by Greg and Chris is interested in becoming a commission member. We plan to meet Chris in person in the near future and hope to add him to the EDC.

Future initiatives for the EDC are:

C-TIP expansion: We will be calling other town's EDC or Economic Development Coordinators to learn more about the financial incentives they have offered new or expanding businesses as we want to make the C-TIP a bigger draw. Once we gather data we can make recommendations on future C-TIPS.

C-TIP format: The commission will review and edit as desired the current C-TIP document to streamline the application process. We last revamped in a couple of years ago.

EDC Activity: in our September meeting we plan to set our initiatives for the remainder of calendar year 2012, as well as long term goals. Sample initiatives include submitting informative, educational articles in the local newspapers about economic development, forge a stronger relationship with the CIBA, marketing the town to new businesses and trade show attendance. The EDC is also working with Adam Turner regarding additional ideas around streetscape projects.

Submitted by Steven Cohn, EDC Chairman
August, 2012

COMMISSION CHAIR MEETING

THURSDAY, APRIL 19, 2012

ETHICS COMMISSION

The Ethics Commission has had no complaints or requests for advisory opinions since the last report. The Commission currently has two vacancies. In addition, we have a commissioner who is serving overseas. Consequently, we have had to cancel the last few meetings for lack of quorum. The Commission had a presence at the recent volunteer fair but was not able to identify any prospective members. We would appreciate any and all efforts to ensure that the Ethics Commission is fully staffed.

Respectfully submitted,

Genea Bell

Chair, Colchester Ethics Commission

Open Space Advisory Committee continues to review prospective open space activity.

Staff is perfecting and completing mapping of all open space in the Town.

Nick Norton, Chairman

PLANNING & ZONING COMMISSION UPDATE

Dear Selectmen,

- The Planning and Zoning Commission now has a full compliment of regular members with the appointment of Chris Bakaj to the board. We have one vacant alternate position that we are looking to fill.
- We continue to make progress with revisions to the Zoning Code. Staff has finalized a first draft of the regulations and distributed it to the Commission at our meeting yesterday for review and comment over the coming month. Subsequent to this review, the draft will be circulated to other Boards and Commissions for comment and then will be shared with the public in informal feedback sessions. Our plan is to commence formal public hearings in the November/December time frame.
- Staff has begun working on updates to the Plan of Conservation and Development and revisions to the Subdivision Regulations. We will take these up as a Commission once when we have concluded our work with the Zoning regulations.
- In terms of improvements, the water and sewer line extension work is scheduled to begin in early August. As you know, this will heighten the development potential of the surrounding area and allow dependent projects to move forward.

Feel free to contact me directly with any questions.

Regards

Joe Mathieu
Chair

COMMISSION CHAIR MEETING

THURSDAY, APRIL 19, 2012

ZONING BOARD OF APPEALS

- The Zoning Board of Appeals has not met since October 2012, due to lack of applications to consider
- As soon as we have an application and meet, the first item on that agenda will be to elect officers
- The ZBA has five members, but we do not have any alternates, which puts us at risk of being able to hear an application with board member present.

Respectfully Submitted,

Laurie Robinson