



# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Gregg Schuster, First Selectman

Board of Selectmen Minutes  
Regular Meeting  
Thursday, March 7, 2013  
Colchester Town Hall

Meeting Room – 7:00PM

RECEIVED  
COLCHESTER, CT  
2013 MAR 11 AM 11:35  
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:** Derrick Kennedy, Leann Hill, Dot Mrowka, Diana Giles, James Paggioli, John Malsbenden, Melissa Roberto, 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 place agenda item #12 after #9 and renumber accordingly, seconded by J. Ford. Unanimously approved. MOTION CARRIED.

3. **Approve Minutes of the February 21, 2013 Regular Board of Selectmen Meeting**

G. Cordova moved to approve the minutes of the February 21, 2013 Regular Board of Selectmen meeting, seconded by J. Ford. Unanimously approved. MOTION CARRIED.

4. **Approve Minutes of the February 27, 2013 Special Board of Selectmen Meeting**

S. Soby moved to approve the minutes of the February 27, 2013 Special Board of Selectmen meeting, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

5. **Citizen's Comments**

C. Bourque commented on duration of development of Plan of Conservation & Development (POCD) by surrounding towns and of Colchester, and on details of minutes of town boards and commissions.

A. George commented on Cost of Community Services study by Paula Stahl and on priority of POCD over zoning regulation revisions.

M. Ryan commented on priority of POCD before zoning regulation revisions and on various sections within the draft revisions of the zoning regulations.

D. Sawyer commented on priority of POCD before zoning regulation revisions.

D. Wasniewski commented on resident input of development of POCD, timelines restrictions, and establishment of a subcommittee for POCD development.

R. Ryan commented on sections of draft revised regulations, including residential lot sizes.

L. Gilman commented on sections of the draft revised regulations.

O. Duska commented on priority of POCD before zoning regulation revisions.

6. **Boards and Commissions – Interviews and/or Possible Appointments and Resignations**

None.

7. **Budget Transfers**

None.

8. **Tax Refunds & Rebates**

R. Coyle moved to approve tax refunds in the amount of \$881.86 to Stop & Shop Supermarket, \$10.00 to Thomas & Fannie Migliaccio, \$22.76 to Michael & Debra Flaig, \$82.40 to Thomas Meredith, \$212.26 to Lori & Stephen Murray, \$135.33 to Beatrice Ferguson, \$80.00 to Christine Johnson, \$189.04 to Travis Goodie, and \$143.39 to Christina Wolney; seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

9. **Discussion and Possible Action on Plan of Conservation and Development**

R. Coyle commented on need to do POCD prior to zoning regulation revisions. J. Ford commented on need to do both simultaneously, especially with concern over ability to apply for and receive grant funding. Discussion on cost of moving forward with POCD development. R. Coyle moved that the Board of Selectmen as the policy making authority of this Town, encourages the Planning & Zoning Commission to start on the POCD simultaneously with the Zoning Regulations and the Board of Selectmen shall seek an appropriation of up to \$30,000 for the development of a revised Plan of Conservation and Development, seconded by J. Ford. Unanimously approved. MOTION CARRIED.

10. **Discussion and Possible Action on Emergency Plan for Election Day**

Discussion on disorderly behavior and procedure for dealing with a like situation. No action taken.

11. **Discussion and Possible Action on Personnel Policies**

Discussion on hiring and dismissal policy within the personnel policy. No action taken.

12. **Discussion and Possible Action on Employee Time Tracking**

G. Cordova moved that all non-exempt employees shall submit their hours with start and end times. Additionally, all exempt employees, including paid elected officials, shall submit their daily hours bi-weekly on the timesheet currently in use for the purpose of documenting hours worked and eligibility for benefits, as defined in the personnel policy; seconded by S. Soby. Discussion on impact of policy change and impact on unions. G. Cordova moved to postpone action on the motion until the next scheduled meeting of the Board of Selectmen meeting which is on March 21, seconded by S. Soby. Unanimously approved. MOTION CARRIED.

13. **Discussion and Possible Action on FY 2011 State Homeland Security Grant Program**

J. Paggioli presented to the Board. Discussion on location and storage of sign. S. Soby moved to resolve, that, "The Town of Colchester Board of Selectman enter into a Memorandum of Agreement with and deliver to the State of Connecticut Department of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; specifically the Memorandum of Agreement Regarding Use of Federal Fiscal Year 2011 State Homeland Security Grant Funding and Custodial Ownership of Regional Assets in DEMHS Region 4, and authorize the First Selectman to sign all and any documents necessary to do so."

Furthermore that the Board of Selectmen accept for the Town of Colchester under Custodial Ownership one (1) Towable Electronic Message Board under the terms listed within the above said Memorandum of Agreement and authorize the First Selectman to sign the Amendment to Appendix A within the Memorandum of Agreement which lists said Towable Electronic Message Board for Custodial Ownership of the Regional Asset; seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

14. **Discussion and Possible Action on Hazard Mitigation Plan – Colchester Annex (Resolution)**

S. Soby commented on reference to airport and helipad in Colchester. Discussion on possible financial implications of future implementation of plan. G. Cordova moved to resolve, that, "WHEREAS, the Town of Colchester has historically experienced severe damage from natural hazards and is continues to be vulnerable to the effects of flooding, thunderstorms, high wind, winter storms, wildfires, earthquakes, and dam failure, resulting in loss of property and life, economic hardship, and threats to public health and safety;  
WHEREAS, the Southeastern Connecticut Council of Governments, of whom the Town of Colchester is a member, has developed and received conditional approval from the Federal

Emergency Management Agency (FEMA) for its Hazard Mitigation Plan Update under the requirements of 44 CFR 201.6;  
WHEREAS, the Plan specifically addresses hazard mitigation strategies and Plan maintenance procedures for the Town of Colchester;  
WHEREAS, the Plan recommends several hazard mitigation actions/projects that will provide mitigation for specific natural hazards that impact the Town of Colchester, with the effect of protecting people and property from loss associated with those hazards;  
WHEREAS, adoption of this Plan will make the Town of Colchester eligible for funding to alleviate the impacts of future hazards;  
WHEREAS, The following corrections are hereby incorporated into the Hazard Mitigation Plan Update- Annex for the Town of Colchester, dated October 22, 2012:  
1) Pg. 2-7- The Elmwood Heights Booster Station is located at 55 Elmwood Heights, Not 550.  
2) Pg. 8-1, section 8.2 -should reference adopted by the International Code Council (ICC), Not BOCA and enforced by the Building Official , Not the Zoning Enforcement Officer  
3) Pg. 9-1, section 9.2- Reference should be Colchester Hayward Volunteer Fire Department, Not Volunteer Fire Companies  
4) Pg. 11-2 -First Bullet- Bacon Academy is presently an ARC-Certified Shelter. Reference to Jack Jackter Intermediate School should be removed as a secondary backup shelter.

NOW THEREFORE BE IT RESOLVED by the Board of Selectmen of the Town of Colchester that:  
1. The Plan is hereby adopted as an official plan of the Town of Colchester;  
2. The respective officials identified in the mitigation strategy of the Plan are hereby directed to pursue implementation of the recommended actions assigned to them;  
3. Future revisions and Plan maintenance required by 44 CFR 201.6 and FEMA are hereby adopted as a part of this resolution for a period of five (5) years from the date of this resolution.  
4. An annual report on the progress of the implementation elements of the Plan shall be presented to the Board of Selectmen by October 1 of each calendar year;" seconded by S. Soby.  
Unanimously approved. MOTION CARRIED.

15. **Citizen's Comments**

M. Ryan commented on finances of POCD development and implementation, and on timesheets for employees being ubiquitous in private business.  
D. Wasniewski questioned budgeting money for POCD development and thanking the Board for their action.  
D. Sawyer thanked the Board for their action on POCD.  
D. Cugno commented on using staff for POCD development instead of contractors.  
O. Duska commented on concern of simultaneous development of POCD and zoning regulations.  
C. Bourque commented on POCD development process.

16. **First Selectman's Report**

First Selectman G. Schuster reported that he is working on the Town budget.

17. **Liaison Report**

S. Soby reported that the Planning & Zoning Commission was presented with the Cost of Community Services report from Paul Stahl, which produced a good dialogue with the Commission.

18. **Executive Session to Discuss Pending Claims and Litigations**

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

Entered into executive session at 8:22 p.m.

Exited from executive session at 8:37 p.m.

19. **Adjourn**

G. Cordova moved to adjourn at 8:38 p.m., seconded by R. Coyle. Unanimously approved.  
MOTION CARRIED.

Town of Colchester - Regular Board of Selectmen Minutes 03/07/13  
Room 1 – Town Hall at 7:00 p.m.

Respectfully submitted,

Derrick M, Kennedy  
Executive Assistant to the First Selectman

Attachments:

- Letter to the Board by Sylvina Rollins
- Letter to the Board by Edward Wasniewski
- Letter to the Board by Nick Norton

Sylvina Rollins      Mar 4 (3 days ago)  
to Gregg, Stan, Rosemary, James, Greg, bcc: me

Sylvina Rollins

Mar 4, 2013

Dear Board of Selectman,

I am a Colchester land owner. I believe the Town of Colchester should **first** update the Plan of Conservation and Development before approving changes and additions to the zoning regulations.

It believe it is important to keep funding secured and complete planning in the proper order. Please complete the Plan of Conservation and Development before modifying the Zoning regulations. Thank-you for your consideration and thank-you for serving the Town of Colchester.

Sincerely,  
Sylvina Rollins

**From:** Ned Wasniewski

**Sent:** Thursday, March 07, 2013 12:12 PM

**To:** 'FirstSelectman@colchesterct.gov'; 'soby@sbcglobal.net'; 'rosemarycoyle@sbcglobal.net'; 'ford\_james\_w@sbcglobal.net'; 'gecordova@comcast.net'

**Subject:** Plan of Conservation and Development

**Importance:** High

Dear Board of Selectman,

I am a Colchester land owner. I believe the Town of Colchester should **first** update the Plan of Conservation and Development before approving changes and additions to the zoning regulations.

It believe it is important to keep funding secured and complete planning in the proper order. Please complete the Plan of Conservation and Development before modifying the Zoning regulations. Thank-you for your consideration and thank-you for serving the Town of Colchester.

Regards,  
Edward Wasniewski

Ned Wasniewski, Partner

[ned@insight-experience.com](mailto:ned@insight-experience.com)

[www.insight-experience.com](http://www.insight-experience.com)

617-242-4282 (w)

617-921-8424 (m)

Nicholas Norton

6 Mar 2013

Board of Selectman,

I trust those who are active in farming in Colchester to know what controls and restrictions will do harm to the future of farming and agricultural use of open space. I believe that the Plan of Conservation and Development, and the zoning regulations which implement it, should reflect the greatest possible inducement to attract and sustain farming. Nothing would be more beneficial in preserving the rural aspect of our town. I urge you to involve our farming interests in plans to maximize that planning and zoning goal. Time is of the essence.

Nick Norton