



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Gregg Schuster, First Selectman

Board of Selectmen Minutes
Regular Meeting
Thursday, June 20, 2013
Colchester Town Hall

Meeting Room 1 – 7:00PM

RECEIVED
COLCHESTER, CT
2013 JUN 21 AM 10:05
NANCY A. BRAY
TOWN CLERK

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

MEMBERS ABSENT:

OTHERS PRESENT: Derrik Kennedy, Brad Bernier, Tim York, Diana Giles, Gail Therien, Walter Cox, Antoinette Charest, John Jones, Tony Gallicchio, Don Lee, Gary Siddell, James Paggioli, John Chaponis, Maggie Cosgrove, 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**

None.

3. **Approve Revised Minutes of the June 6, 2013 Regular Board of Selectmen Meeting**

R. Coyle moved to approve the minutes of the June 6, 2013 Regular Board of Selectmen Meeting as revised, with noted changes to item #6a, her recusing herself, seconded by S. Soby. Unanimously approved. MOTION CARRIED.

4. **Approve Minutes of the June 10, 2013 Special Tri-Board Meeting**

G. Cordova moved to approve the minutes of the June 10, 2013 Special Tri-Board Meeting, seconded by J. Ford. Unanimously approved. MOTION CARRIED.

5. **Citizen's Comments**

D. Martin commented on the Fire Department Task Force (FDTF) charge and restrictions of career fire department staff volunteering.

D. Marvin commented on fire career staff volunteer restrictions.

P. Guidice commented on interpretation of Federal Fair Labor Standards Act and subsequent state laws on volunteering.

J. Knapp supported the ability of career fire staff to volunteer and on charges for FDTF.

R. Harvin commented that previous town administrations authorized paid staff to volunteer for their full-time jobs.

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

a. **Agriculture Commission. Resignation of Elizabeth Gilman.**

S. Soby moved to accept the resignation of Elizabeth Gilman from the Agriculture Commission with regret, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.

b. **Ethics Commission. Member appointment for a three-year term to expire**

11/01/2016. Shannon Bergquist was interviewed. S. Soby moved to appoint Shannon Bergquist to the Ethics Commission as a member for a three-year term to expire 11/01/2016, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.

c. Fire Department Task Force

- i. Scott Callan was absent.
- ii. Mary Ellen Harper was interviewed. J. Ford moved to appoint Mary Ellen Harper as a member of the Fire Department Task Force, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.

7. Budget Transfers

Discussion on Planning & Code Administration legal fees and on laptop purchases. S. Soby moved to approve budget transfers in the amount of \$1,000 from "Collector of Revenue-Reg Salaries (11303-40101)" to \$1,000 "Office Equipment (11303-48416);" \$4,503 from "Assessor-FICA & Retirement (11304-41230)" to \$4,503 "Regular Payroll (11304-40101);" \$1,371 from "P&C Admin-Legal Notices (11411-44230)" to \$1,371 "Office Equipment (11411-48416);" \$1,300 from "P&C Admin-Overtime (11411-401 03)," \$2,379 from "Legal Notices (11411-44230)," and \$2,206 from "Postage (11411-44217)" to "P&C Admin-Reg Payroll (11411-401 01);" \$726 from "P&C Admin-ProfMembership (11411-43258)" to \$726 "Copier (11411-42233);" \$1,500 from P&C Admin-Cont Temp Occass (11411-40105)" to \$1,500 "Legal (11411- 44203);" \$2,200 from "Registrar of Voters Elections-Prof Services (1160 1-44208)" to \$2,200 "Contr Temp Occas (1160 1-401 05);" \$4 "Information Technology-Reg Payroll (1180 1- 401 01)" to \$4 "Overtime (11801-40103);" \$27,455 from "PW Admin & Hwy-Reg Payroll (1320 1-40101)"to \$22,810 "PW Admin-Reg Payroll (13200-40 101)"and \$4,645 "PW Admin-FICA & Retirement (13200-41230);"seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

8. Tax Refunds & Rebates

None.

9. Discussion and Possible Action on Formation of Subcommittee

J. Ford commented on proposal of subcommittee. S. Soby commented on purpose of committee and its duration. Also commented on possible need of standing committee. R. Coyle commented on need for committee to be temporary and items brought before the board to have discussion by the full board.

J. Ford moved that the Board of Selectmen establishes the Selectmen's Operations Committee, of the Board of Selectmen, which shall be bi-partisan in makeup and consist of two members of the Board, Selectman James Ford and Selectman Stan Soby.

The purpose of the Operations Committee is to study operational matters affecting the Town and provide recommendations for action to the Board of Selectmen.

For the purposes of addressing the issues concerning certain properties owned by the Bacon Academy Board of Trustees, the Selectman's Operations Committee shall invite two members of the Board of Finance on a bipartisan basis and invite two members from the Bacon Academy Board of Trustees to join the Committee. Membership of the Committee in this instance shall be limited to these six representatives.

Based on the dialogue between the Town and the Bacon Academy Board of Trustees, the charge established for the Committee in this instance is as follows:

1. Review the Bacon Academy Board of Trustees' organization, current responsibilities, and ability to carry out its obligations.
2. Review current and future municipal needs for Bacon Academy Board of Trustees Facilities.
3. Establish current financial resources available for Bacon Academy Board of Trustees properties.
4. Collect available information and review general condition of Bacon Academy Board of Trustees properties.

5. On the basis of 1 to 3 4, identify short- and long-term operational and financial needs for Bacon Academy Board of Trustees facilities.
 6. Examine potential means of facilitating operations and historical preservation of iconic Bacon Academy Board of Trustees properties.
 - State and Federal Grant Opportunities
 - Town aid
 - Restructuring
 - Other opportunities and partnerships
 7. Within 3 months, submit to the full Board of Selectmen a summary report of recommendations for short, intermediate and long term actions by parties to establish a responsible, fiscally sound program for Bacon Academy Board of Trustees facilities.; seconded by S. Soby. Unanimously approved. MOTION CARRIED.
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10. **Discussion and Possible Action on Fire Department Task Force Charge**

R. Coyle commented on the various needs the task force needs to look into. R. Coyle moved that the Task Force return to the board with recommendations for recruitment, retention, and participation in the department and if there is any financial impact to that, that should come to the board as well, seconded by S. Soby. Unanimously approved. MOTION CARRIED.
 11. **Discussion and Possible Action on Personnel Policies**

Discussion on number of final candidates to be interviewed by the Board. Various language changes proposed. No Action Taken.
 12. **Discussion and Possible Action on Departmental Photocopier Lease Agreements**

S. Soby moved to approve the lease of a new Canon copier with Ryan Business Systems, Inc. for the period July 1, 2013 through July 1, 2018 for the Finance Department, and authorize the First Selectman to sign all necessary documents; seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

G. Cordova moved to approve the lease of a new Canon copier with Ryan Business Systems, Inc. for the period July 1, 2013 through July 1, 2018 for the Planning & Zoning Department and authorize the First Selectman to sign all necessary documents; seconded by S. Soby. Unanimously approved. MOTION CARRIED.

S. Soby moved to approve the lease of a new Canon copier with Ryan Business Systems, Inc. for the period July 1, 2013 through July 1, 2018 for the Library and authorize the First Selectman to sign all necessary documents; seconded by G. Cordova. Unanimously approved. MOTION CARRIED.
 13. **Discussion and Possible Action on Fire Alarm Service, Repair, & Monitoring Contract**

G. Cordova moved that the Board of Selectmen enter into a contract with the New England Fire for the supplying of Fire Alarm and Service /Monitoring in Town and School buildings as detailed in the Town of Colchester RFP #2013-09, for a period of from July 1, 2013 to June 30, 2016; and hereby authorize the First Selectman, with consultation of the Superintendent of Schools to sign and deliver said agreement and necessary documents required; seconded by S. Soby. Unanimously approved. MOTION CARRIED.
 14. **Discussion and Possible Action on Uniform Rental and Cleaning Contract**

G. Cordova moved that the Board of Selectmen enter into a contract with the Cintas Corporation for the supplying of Rental Uniforms and Cleaning Services as detailed in the Town of Colchester RFP #2013-06, for a period of from July 1, 2013 to June 20, 2016; and hereby authorize the First Selectman to sign and deliver said agreement and necessary documents required; seconded by S. Soby. Unanimously approved. MOTION CARRIED.

15. **Discussion and Possible Action on Fire Extinguisher & Hood Service, Cleaning and Inspection Contract**

R. Coyle moved that the Board of Selectmen enter into a contract with Simplex-Grinnell for the supplying of Fire Extinguisher and Hood Service, Cleaning and Inspection in Town and School buildings as detailed in the Town of Colchester RFP #2013-10, for a period of from July 1, 2013 to June 30, 2016; and hereby authorize the First Selectman, with consultation of the Superintendent of Schools to sign and deliver said agreement and necessary documents required; seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

16. **Discussion and Possible Action on Petition for Town Meeting**

Discussion on validity of petition, need for specified action, possibility of holding a public hearing, enforcement of blight ordinance, response to petition, diversity of blight ordinances, and range of possibilities going forward. B. Prentiss read a statement to the Board (attached).

G. Schuster left the meeting at 8:12 p.m. S. Soby assumed chair.

R. Coyle moved to have a special board of selectmen meeting to discuss issues of blight in Colchester with no other items on the agenda, seconded by J. Ford. Unanimously approved. MOTION CARRIED.

G. Schuster returned to the meeting at 8:13 p.m. and resumed being chair.

17. **Discussion and Possible Action on Property Listings**

J. Chaponis commented on property data online and Freedom of Information Act laws regarding disbursement of information with regards to requests for property database. Discussion on opt-out parameters. No action taken.

S. Soby left the meeting at 8:17 p.m.

S. Soby returned to the meeting at 8:20 p.m.

18. **Discussion and Possible Action on Examination of Senior Center by Engineer**

Discussion on Bacon Academy Board of Trustees action later this month and possible Board of Selectmen action depending on Trustees action. T. York commented on structural integrity of the current senior center. Comments on need for expenditure process to go through all channels and on department head ability to spend based on budget. No action taken.

19. **Discussion and Possible Action on CGS §8-24 Review of WJMS/Senior Center Project**

R. Coyle moved the resolution, "RESOLVED, That the Board of Selectmen recommends that the Town of Colchester undertake the William J. Johnston Middle School, Community Center and Senior Center Project at the site of the existing William J. Johnston Middle School at 360 Norwich Avenue, including renovations and additions to the middle school and relocation of the Senior Center, the Youth Center, Social Services facilities, and Parks and Recreation facilities, substantially as described in the detailed estimate prepared by Tecton Architects, Inc. dated April 3, 2013, as modified June 19, 2013. FURTHER RESOLVED, That the project be referred to the Zoning and Planning Commission for a report pursuant to Section 8-24 of the Connecticut General Statutes;" seconded by S. Soby. Unanimously approved. MOTION CARRIED.

20. **Citizen's Comments**

J. Kelly commented on copier costs and economies of scale, hood RFP, and teacher pension funding.

21. **First Selectman's Report**

G. Schuster reported that the Fire Department Task Force has an organizational meeting on Tuesday of this week and decided that meetings will take place on the 1st and 3rd Monday's of each month, the Slembek Farm has a potential buyer and would like the Town to assist with a possible \$95,000 in development rights, and there will be no Board meeting on July 4.

22. **Liaison Report**

J. Ford reported that the Conservation Commission heard a report of a violation with a construction of pond and is working with the owner, but an enforcement action may commence.

R. Coyle reported that the Building Committee is planning next steps, there is a meeting next week which the architect is coming to.

S. Soby reported that the Planning & Zoning Commission is talking with farmers with regards to agriculture regulations. Had a very positive dialogue. Agreement on language for zoning regulations. The Plan of Conservation and Development update went through the RFP process and staff chose Planimetrics.

23. **Executive Session to Discuss Facility Security**

S. Soby moved to enter into executive session to discuss facility security and invite James Paggioli and Tim York, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.

Entered into executive session at 8:41 p.m.

Exited from executive session at 9:23 p.m.

24. **Executive Session to Discuss Personnel**

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

Entered into executive session at 9:24 p.m.

Exited from executive session at 9:45 p.m.

25. **Executive Session to Discussion Successor Contract with Colchester Firefighters Union UPPFA, IAFF, Local 0831**

G. Cordova moved to enter into executive session to discussion successor contract with Colchester Firefighters Union UPPFA, IAFF, Local 0831 and invite Chief Walter Cox and Attorney Patrick McHale via telephone; seconded by S. Soby. Unanimously approved. MOTION CARRIED.

Entered into executive session at 9:45 p.m.

Exited from executive session at 10:22 p.m. Attorney Patrick McHale was not on the phone at any time.

26. **Discussion and Possible Action on Successor Contract with Colchester Firefighters Union UPPFA, IAFF, Local 0831**

No action taken.

27. **Adjourn**

G. Cordova moved to adjourn at 10:24 p.m., seconded by J. Ford. Unanimously approved MOTION CARRIED.

Respectfully submitted,



Derrick M. Kennedy

Executive Assistant to the First Selectman

Attachments:

- Statement from Kevin McManus
- Statement from Bob Prentiss

6/20/2013

To the Board of Selectmen, Town of Colchester.

I am submitting this Public Comment letter, as I work evening shift and am unable to attend this important meeting in person.

The Colchester Hayward Volunteer Fire Company has enjoyed over 159 years of service to this town. Most of it Volunteer.

For clarification and a reminder to some, the "Company" is a corporation, formed under the Statutes of the State of Connecticut, with an objective of furnishing Fire Protection and other Emergency Related Services to the Town of Colchester, and to aid other area Departments as conditions may demand.

The Company is primarily made up of a volunteer membership, providing manpower to the Town of Colchester Fire Department.

While there is a clear distinction between the two entities (Town Department and Hayward Fire Company), the staffing, duties, and responsibilities overlap and are shared between Volunteers and Paid personnel.

Abrupt changes to the structure of the fire department will have long standing and a rippling effects across the board. We are currently pulling out all the strings, looking for membership and finding ways to make them part of family.

By possibly (I stress possibly) limiting members ability to volunteer and changing the organizational structure, the department & company may suffer a limited advancement path, reduced stake in executive decision making, and overall decreased vested involvement in the organizations.

I stress possibly at this point, due to the fact that information sharing has been limited, and members are not fully aware of the potential changes. Understanding that union negotiations are executive meetings, the potential outcome of these will affect the company, its bylaws, its structure, and its 100 volunteers.

I would urge the Selectmen at this point, to involve the entire membership of the Fire Company, before making any changes that would significantly impact our membership, structure, and overall involvement in our own organization, The Colchester Hayward VOLUNTEER Fire Company.

Sincerely,

Kevin McManus
Fire Instructor, EMS Instructor and Resident of the Town of Colchester.

Kevin McManus
31 Oak Ridge Dr
Colchester CT

My name is Bob Prentiss. I live at 144 Norwich Avenue next to St. Andrews church. Across the street from my house are 2 depressed houses owned by 2 different people who don't even live in Colchester and could care less what the property looks like. This has had a negative effect on the value of my home according to my appraiser.

I have collected 242 signatures in favor of a blight ordinance after interviewing 249 people. Only 2 people did not want to sign it and the other 5 could not make up their mind. During the collection of signatures I interviewed people in 2 neighborhoods where many residents were upset with a neighbor who had a blighted property and there was nothing they could do about it because there was nowhere they could go to address the problem.

I'm hoping this board will draw up a strong blight ordinance with teeth to protect the value of home and property owners.