



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Selectmen Minutes
Regular Meeting Minutes
Thursday, March 20, 2014
Colchester Town Hall – 7:00 PM
Meeting Room 1**

RECEIVED
COLCHESTER, CT
2014 MAR 24 AM 11:5
NANCY A. GRAY
TOWN CLERK
Nancy A. Gray

MEMBERS PRESENT: First Selectman Gregg Schuster, Selectman Stan Soby, Selectman Denise Mizla, and Selectman Mike Caplet, Selectman Rosemary Coyle

MEMBERS ABSENT: None

OTHERS PRESENT: Sal Tassone, Jim Paggioli, Adam Turner, Don Lee, Dot Mrowka, Tricia Dean, and other citizens.

1. **Call to Order**
First Selectman G. Schuster called the meeting to order at 7:01 p.m.
2. **Additions to the Agenda - None**
3. **Approve Minutes of the March 6, 2014 Regular Board of Selectmen Meeting**
R. Coyle said that under Item #18, Executive Session, add "The Board of Selectmen" entered into executive session at 9:16 pm. Going forward it has been requested to add that verbiage to all executive sessions.

S. Soby moved to approve the Regular Board of Selectmen Meeting minutes of March 6, 2014 as amended, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.
4. **Approve Minutes of the March 17, 2014 Special Board of Selectmen Meeting**
R. Coyle said under Item #2, 5th sentence, add after good understanding "of the impact" and strike the rest of the sentence after of the list. Also move 5th sentence before sentence #4.
M. Caplet said that under item #2, 4th sentence before Proposed Budget cuts add "At the request of S. Soby"

S. Soby moved to approve the Special Board of Selectmen Meeting minutes on March 17, 2014 as amended, seconded by M. Caplet. Unanimously approved. MOTION CARRIED.
5. **Citizen's Comments- none**
6. **Boards and Commissions – Interviews and/or Possible Appointments and Resignations**
 - a. **Economic Development – Beverly Carr to be Interviewed.**
B. Carr was interviewed
 - b. **Selectman Appointment to Senior Center Purchase Negotiating Committee**
G. Schuster stated that the Committee needs one Board of Selectmen member, G. Schuster is already a member.

M. Caplet moved to approve Selectman Appointment of R. Coyle to Senior Center Purchase Negotiating Committee, seconded by S. Soby. Unanimously approved. MOTION CARRIED
7. **Budget Transfers - none**
8. **Tax Refunds & Rebates**
G. Schuster stated that Tax Refunds & Rebates will be held off due to no current Tax Collector. Upon Tax Collector appointment, tax refunds & rebates will be processed.

9. Discussion and Possible Action on Historical Society Reimbursement Request

Signed lease agreement from 2003 presented. G. Schuster stated that document and budgeting needs to be done accordingly for an approved lease. G. Schuster stated that the lease is the vehicle that defines each party's responsibility.

The work has already been done for the reimbursement request. The Historical Society has indicated there is no urgency on the reimbursement request.

NO ACTION

10. Discussion and Possible Action to authorize the Selectman to sign the contract with Susan McCaffrey, Yoga Instructor for the Senior Center, beginning 3/6/14 and ending 6/26/14

R. Coyle moved to authorize the Selectman to sign the contract with Susan McCaffrey, Yoga Instructor for the Senior Center, beginning 3/6/14 and ending 6/26/14, seconded by M. Caplet. Unanimously approved. MOTION CARRIED.

11. Discussion and Possible Action to authorize the submission of an Open Space Land Acquisition Grant for 144 McDonald Road to the Connecticut Department of Energy and Environmental Protection for consideration of the Open Space and Watershed Land Acquisition Grant Program

R. Coyle asked Adam Turner if the piece gives access to Dutton Road. A. Turner responded yes.

M. Caplet asked if there were other options on the table. A. Turner responded that yes there is, but this option scored the highest as well as being vetted by the commission.

M. Caplet moved to authorize the submission of an Open Space Land Acquisition Grant for 144 McDonald Road to the Connecticut Department of Energy and Environmental Protection for consideration of the Open Space and Watershed Land Acquisition Grant Program, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.

12. Discussion and Possible Action to approve the lease of a new Kyocera/Copystar CS-3501 ci photocopier with CCP Solutions LLC for the period 3/7/14 to 3/4/19 and authorize the First Selectman to sign all necessary documents

R. Coyle reiterated that there is a non-appropriation clause included and the amount is less than \$2,500. R. Coyle suggested that next time other quotes that were looked at be shared.

S. Soby moved to approve the lease of a new Kyocera/Copystar CS-305 ci photocopier with CCP Solutions LLC for the period 3/7/14 to 3/4/19, seconded by R. Coyle. Unanimously approved. MOTION CARRIED.

13. Discussion and Possible Action that the Town of Colchester accept the portion of Goldberg Road and White Tail Lane located within Phase a-1 of the White Oak Farm Conservation Subdivision as recommended by the Town Engineer

S. Soby moved to approve that the Town of Colchester accept the portion of Goldberg Road and White Tail Lane located within Phase a-1 of the White Oak Farm Conservation Subdivision as recommended by the Town Engineer, seconded by M. Caplet. Unanimously approved. MOTION CARRIED.

14. Discussion and Possible Action on Acting Tax Collector Appointment Process

The Board discussed the process to fill the open vacancy. G. Schuster posed the question of the process of steps, BOS interviewing candidates, and possibility of getting input from those outside of the Board of Selectmen who may have experience with the qualifications of tax collector. Suggested the last item due to the Board of Selectmen not having experience as serving as tax collector.

R. Coyle suggested advertising and posting for the position expeditiously.

The Board agreed to an open interview process.

G. Schuster suggested to review applications as a Personnel Search Committee first as a board and then select candidates for an open interview session. All agreed.

G. Schuster will immediately put out an advertisement to solicit applications in all channels, get applications in 3 weeks, then schedule a time to meet as a Personnel Search Committee.

G. Schuster will close the posting on April 7, 2014 and then the committee will review applications that week.

G. Schuster stated to ensure that the process is compliant with FOI is to make a motion to appoint the entire Board of Selectmen as a Personnel Search Committee with the purpose of reviewing the applications of Tax Collector.

M. Caplet made the motion to appoint the entire Board of Selectman as a Personnel Search Committee with the purpose of reviewing the applications of Tax Collector, seconded by S. Soby. Unanimously approved. MOTION CARRIED.

15. Discussion and Possible Action on 2015-2015 Budget

R. Coyle stated that she would like to see if there are other areas in the budget to cut so that the substance abuse counselor can be funded.

G. Schuster stated various board members want to fund other items that were cut. It's unlikely that would happen within current constraints. G. Schuster stated the Board of Finance is firm on the final number and if something is restored something else needs to be cut. Asked for feedback from the board on any recommended things that can be cut as well as what suggestions of things to be restored.

R. Coyle stated that she would make a list of things that she would like to be restored along with those she thinks could be cut in its place. M. Caplet suggested that next year he would like the Board to have more involvement in Budget break-out sessions. G. Schuster stated that ideally he would like to follow the process that Board of Education implements for budget review.

16. Citizen's Comments

R Hutchins asked why the tax office was not open late on Thursdays. G. Schuster explained that until a replacement tax collector is in place they are unable to keep the office open late due to staff scheduling. G. Schuster stated that his office would make arrangements to get the taxes paid at a mutually convenient time.

17. First Selectman's Report

G. Schuster reported that the Towing Hearing was held. The Hearing officer found in favor of the Town. G. Schuster spoke about the General Assembly bill that limits the town to levy tax on unfinished structures. This will put implications on future revenues for the town.

Royce Knowles was recognized as a Life Member of the Fire Department and will be awarded his Proclamation on 3/22/2014.

Dollar General Store has started construction.

Sweet Frog will be opening in one week.

18. Liaison Report

R. Coyle – Open Space – Did not have a quorum. Suggested that the membership be cut from seven to five members. A. Turner recommended five and that they can do business with three.

Estate of Barbara Standish proposed 7 mile subdivision, instead of open space will do fee in lieu.

Norton mill in process, will have full presentation at the next Board of Selectman meeting.

R. Coyle - Commission on aging – reported costs, senior resource guide, Eagle Scout working on purchasing supplies for the dividers at senior center, working on mission statement to include the age of 55, Roof leak was fixed at senior center, and gave report of various programs.

Stated that member Susan Choma from full time member to Alternate is very distressing on the committee. We need to work on making sure that the issue of party affiliation does not get overlooked again. Susan needs to be sworn in again because of the new appointment. Unified Bingo has been established at the Senior Center.

R. Coyle asked that a facebook page be set up to let the public know about the services and contributions that the senior center is doing.

S. Soby – Planning and Zoning – suggested approaching the Housewives of Colchester facebook group to try to diversify the membership of all boards and commissions vacancies. This would also draw from a different group of people for broader representations. R. Coyle stated that a more diverse group that includes women representation would be a good idea. G. Schuster said that he would contact the moderator of the group to implement .

Greater need for signage, property owner needs sign to dress up their business. Housing development proposal is being looked at, commission is working through questions and comments on the hearing process on the regulations and have made great progress in that respect.

Agricultural Commission – Chris Bourque continue to work with staff and students at Bacon Academy. Ledge Light Health district program being work on with Farm to School and the food hub idea.

19. Executive Session to Discuss negotiations with Clerical Union Local 1303-254 of CT Council 4

R. Coyle moved to go into Executive Session to discuss negotiations with Clerical Union Local 1303-254 of CT Council, Seconded by S. Soby. Unanimously approved. MOTION CARRIED

The Board of Selectmen entered into executive session at 7:57 p.m.

The Board exited from executive session at 8:36 p.m.

20. Adjourn

R. Coyle moved to adjourn at 8:37 p.m., seconded by S. Soby. Unanimously approved. MOTION CARRIED.

Respectfully submitted,

Tricia Dean, Clerk