



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Board of Selectmen Minutes
Regular Meeting Minutes
Thursday, February 19, 2015
Colchester Town Hall @ 7pm

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2015 FEB 24 AM 8:32

MEMBERS PRESENT: First Selectman Stan Soby, Selectman Denise Mizla, Selectman Rosemary Coyle, Selectman Bill Curran, and Selectman Kurt Frantzen via teleconference

MEMBERS ABSENT: none

OTHERS PRESENT: BOF Chair R. Tarlov, BOF A. Shilosky, Public Works Director J. Paggioli, Fire Chief Walter Cox, Deputy Fire Chief Don Lee, Senior Center Director Patty Watts, Library Director Kate Byroade, Town Planner Adam Turner, Wetland Officer Jay Gigliotti, Commission on Aging Chair Gary Siddell, T. Dean Clerk, and other citizens

1. Call to Order

First Selectman S. Soby called the meeting to order at 7:00 p.m.

2. Additions to the Agenda

S. Soby asked that the following items be added to the agenda as Item #22 Executive Session for Purpose of Discussing Contract Negotiations, Item #23 Discussion and Possible Action on Tentative Agreement, remaining items to be renumbered accordingly.

R Coyle moved to approve the addition to the agenda as presented, seconded by D Mizla. Unanimously approved.
MOTION CARRIED

3. Approve Minutes of the February 5, 2015 Regular Board of Selectmen Meeting

D Mizla moved to approve the Regular Board of Selectmen Meeting minutes of February 5, 2015, seconded by R Coyle. Unanimously approved. MOTION CARRIED

4. Citizen's Comments –

Mrs. Alderman spoke out against outdoor wood burning stoves. She stated that she has given a complaint map and other information for the board to review. Said the stoves have been detrimental to her and her husband's health and would like them banned in Colchester.

5. Boards and Commissions – Interviews and/or Possible Appointments and Resignations

a. Board of Selectmen – Bill Curran possible resignation

R Coyle moved to accept, with regret, the resignation of Board of Selectman Bill Curran effective at the end of the Board of Selectmen meeting February 19, 2015, seconded by K Frantzen. Unanimously approved.
MOTION CARRIED

6. Budget Transfers - none

7. Tax Refunds & Rebates

R Coyle moved to approve tax refunds in the amount of \$452.54 to Carolyn Marvin or Justin Bingham, \$76.42 to Jeffrey Space, \$194.40 to Rossi Law Offices LTD, \$15.23 to WW Grainger Inc., \$84.13 to Julie Sultan, \$10 to Jessica Labbe-Trudeau, \$215.71 to Hyundai Lease Titling Trust, \$27.42 to John or Helen Zuverink, \$9 to Mario & Rose Diloreto, \$22.19 to Rossi Law Offices LTD, \$30.57 to Lynn Hast, \$349.11 to Toyota Motor Credit Corp, \$257.58 Rossi Law Offices LTD, seconded by B Curran. Unanimously approved. MOTION CARRIED

8. Discussion and Possible Action on the Resignation of the Acting Tax Collector

R Coyle moved to accept, with regret, the resignation of Acting Tax Collector Don Philips effective April 3, 2015, seconded by D Mizla. Unanimously approved. MOTION CARRIED.

9. Discussion and Possible Action on Commission on Aging Bylaws

R Coyle moved to approve the Commission on Aging Bylaws as presented, seconded by K Frantzen. Unanimously approved. MOTION CARRIED.

10. Discussion and Possible Action on Outdoor Wood Furnaces

R. Coyle stated that she is not opposed but feels that there are outstanding questions that still need to be answered. She questioned if there is currently state statute language and would we need to add it to Colchester's. Also would the language need to be added, whole or in part, to our current zoning regulations. Asked D Lee, Fire Dept., if they are the ones that do anything with the permit process. D Lee answered no, that would possible fall under the burning official R Gustafson. R Coyle would like all these questions answered as well as questions from last meeting before she is comfortable weighing in her opinion. S Soby said discussions are for understanding and deliberation purposes. Anything implemented would be something beyond what state statute requires. Would also need to address any stoves in town that don't meet DEEP standards.

Tabled until next meeting

11. Discussion and Possible Action on Removal of Tires at Tony's Junkyard

A Turner, Town Planner, gave an update on the cleanup of Tony's Junkyard. Batteries, cars, etc. has been removed and the only thing left to deal with is the tires. Tony's is under no regulatory edict to remove the tires. The removal of the tires would be beneficial to the town for safety. Tony's inquired if the town would be willing to help with the removal as some of the tires were reported to be a diversion from the transfer station. A Turner proposed that Tony's remove approx. 22,000 tires and the town remove the remaining 1,800. The cost for the town's portion would be approximately \$5,000. A Turner advised the board that there is funding in his departments current budget that he could move to use for the tires and do some in-house work for what the line item was currently budgeted for. He feels that this is worth doing because the site abuts the Airline trail and the cleanup project would finally be complete.

R Coyle moved to authorize the Town Planner to use money from Professional Services for clean-up of tires at Tony's Junkyard, seconded by Kurt Frantzen. Unanimously approved. MOTION CARRIED.

12. Discussion and Possible Action on Library Job Description Revision

R Coyle and D Mizla stated that concerns from the last meeting were addressed.

R Coyle moved to approve the recommended changes to the position of Children's Librarian, including the job title change to "Children's and Young Adult Services Librarian", seconded by D Mizla. Unanimously approved. MOTION CARRIED.

13. Discussion and Possible Action on Senior Center Making Memories Program Coordinator Job Description Revision

P Watts, Senior Center Director, advised the board that the current employee has tendered his resignation and that the job description needs necessary updates from when it was last revised. The language in the grant that funds this position was also changed so this will now match.

R Coyle moved to approve the revised job description for Part time Making Memories Program Coordinator (formerly Part Time Recreational Therapy Coordinator), seconded by D Mizla. Unanimously approved. MOTION CARRIED.

14. Discussion and Possible Action on Anthem Administrative Services Agreement and Stop Loss Policy

D Mizla moved to authorize the First Selectman to sign the Administrative Services Agreement and Stop Loss Policy for the period July 1, 2014 through June 30, 2015 with Anthem Blue Cross and Blue Shield, seconded by B Curran. Unanimously Approved. MOTION CARRIED.

15. Discussion and Possible Action on Consultant for Fire Department Strategic Plan

S Soby discussed with the board that this is on hold while funding is determined. Process that was included was then removed from the budget for this fiscal year. Chief Cox communicated that he does not believe there will be funding available for the next fiscal year's budget. R Coyle stated that the Board of Finance wanted the fire dept. to do a strategic plan but then there was a budgetary issue, was there any discussion on funding part of it? R Tarlov, Board of Finance Chair, stated that there was a discussion that part could be done this year and another next year but was decided that it needed to be done at once. BOF felt the integrity of the budget process would be compromised if something was cut to be voted and approved on, to be then asked to request the funding for the item from another source in the same budget. The strategic plan at this point would need to be put in for the next fiscal year budget. He also stated that it was in the budget then taken out after much debate and that it was not in fact an urgency but an importance. Discussed with administration at the time that if it was taken out it would stay out until the next budget. S Soby stated that it is a different administration and a different board. It's an urgency for the fire department and the

town to plan and have things in place. Also with the new financial planner and for the future we need to stop pushing things off. R Tarlov reiterated that this is budget time and the time where it needs to be put in. The Board of Finance, at the last meeting, unanimously decided not to permit a special appropriation. If the town can come up with other ways to fund they would be open to discuss. R Coyle asked the Fire Chief if the person that he is recommending can wait until next budget time. Also if there is a way to pay in part now and some later. Chief Cox stated that he doesn't know as he hasn't had that discussion with them yet. D Lee expressed his disappointment and frustration. Stated they spent hundreds of hours at no pay, over 4 years, to work on gathering information for the strategic plan. Feels that every step the dept. makes forward that they are pushed back by the town. Chief also gave an update of how the dept. has found other ways to save the town and the dept. money by implementing programs that work, ex. Ambulance incentive, cut p/t program etc. Feels the money saved could be used towards the strategic plan cost. K Frantzen advised that we need to listen to the chief that the plan is important. B Curran stated that voters have told us in surveys that they would support an increase in EMS services. Also asked the board to support the work done by the Charter Revision group.
No action.

16. Discussion and Possible Action on Elected Officials and Non-Union Employees Compensation Plan

S Soby reported that based on action on the Board of Finance 2/18/15 meeting, amendments were made to what was presented and now have a new document for computing compensation. Added was some language and calculation information. R Coyle expressed her approval of making it clear and that employees are treated fairly with no subjectivity.

R Coyle moved to approve the compensation policy for non-union employees and elected officials as presented, seconded by D Mizla. Unanimously approved. MOTION CARRIED.

17. Discussion and Possible Action on Appropriation for Rotary Drum Thickener Project

J Paggioli, PW Director, went out to bid with favorable response. Down to 175,000 for our portion of work. D Mizla asked if Lebanon will pay after we do. J Paggioli answered yes.

K Frantzen moved to resolve that the Board of Selectmen acting as the Colchester Water Pollution Control Authority having previously adopted the Colchester-East Hampton Joint Facilities financing plan for the replacement of sludge handling improvements at the wastewater treatment plant; the Board of Selectmen acting as the WPCA of the Town of Colchester, hereby appropriates \$175,000 from the Colchester Sewer Capital Fund for Town of Colchester's portion of the Sludge Thickener Improvements Project, Contract 11-69, at the Joint Facilities Wastewater Treatment Plant, and to transfer said allocated funds to the project account, seconded by B Curran. Unanimously approved. MOTION CARRIED.

18. Discussion and Possible Action on Ordinance Enforcement for Snow Removal

J Paggioli stated that based on the ordinance, enforcement can write a warning letter but cannot issue a citation that would follow the warning. There needs to be a designated municipal employee, there is not currently one appointed. S Soby requests to designate Jim Paggioli and Randy Benson, ZEO, to be empowered to issue citations. A hearing officer will also be needed but cannot be the designated persons for citations. B Curran asked if the owner does not comply can there be a lien. J Paggioli stated there would be an opportunity for a hearing, which the officer would have the final judgment on whether it was a valid citation. It then goes on to superior court.

D Mizla moved to authorize James Paggioli, Public Works Director and Randall Benson, ZEO, to issue citations and warnings for violations of town ordinance regarding sidewalks, seconded by R Coyle. Unanimously approved. MOTION CARRIED.

19. Citizen Comments

G Siddell thanks B Curran for all his time volunteering for the town as a selectman. Also give his support for the fire dept and would encourage the board to follow up on R Coyle's suggestion to structure a contract to get started.

20. First Selectman's Report

Governor gave his budget with some good news and some not. Flat funding for ECS, TAR, and LOCIP items. One positive was a possible increase in payments to Colchester for DOT repair facility. Proposal of Resident Trooper to be paid 100% by the town – significant impact for the Town; Colchester KX continues to work on the consolidation process. There is a report that would provide fair funding mechanism for all dispatch centers. Report suggests that funding be based on population and call volume. Working with Board of Selectmen and Town Councils, as well as make contact with state legislators to make a commitment for a funding process that is fair. KX voted to expend money on a paid lobbyist but it has been put on hold; Chatham Health established budget and look to be in better shape going forward. Matched staffing and programs to the budget; winter in the last 30 days have kept the road crews out constantly and they have done an amazing job. Few concerns of where snow lands, but those have been investigated and crews have

responded phenomenally. S Soby commended J Paggioli and John Jones for all their hard work, dedication and leadership; Information to be posted on the web on Friday from R Gustafson, Fire Marshall, regarding loads on roofs and how to prevent danger; EOC will have a table top exercise that will focus on propane issues. Schools will be involved in the drill; Weekend of the 20th will be Freezin for a Reason to raise awareness for the fuel bank.

21. Liaison Reports

K Frantzen reported that for Sewer & Water and Planning & Zoning, items were already discussed previously.

R Coyle reported on Commission on Aging – reported on end of year statistics (attached). Community outreach will be 2/25. Senior lunch and learn will be in April. Commission has also implemented a nutrition program for single seniors.

D Mizla reported on Board of Education – CES principal reported success from the full day kindergarten, reading improved in first grade. WJJMS has a new Assistant Principal Carla Kennedy. Bacon Principal search is still going on and they have 2 candidates for the BOE interview. Board of Ed budget has passed for presentation to the Board of Finance on 3/3. Strategic Plan is going well. The steering committee met on 2/20 and will begin finalizing info from the focus groups.

S Soby reported on Economic Development – discussion from Jamie Noel regarding thoughts on the town center and gathering property owners to improve the center. Things are moving on the Norton Mill and dam issues.

22. Executive Session to Discuss Contract Negotiation

R. Coyle moved to enter into executive session to discuss contract negotiations, seconded by D. Mizla.
Unanimously approved. MOTION CARRIED

Entered into executive session at 8:44 p.m.
Exited from executive session at 8:57 p.m.

23. Discussion and Possible Action on Tentative Agreement

R Coyle moved to approve the tentative agreement for Local 1303-254 of Council 34, seconded by D Mizla.
Unanimously approved. MOTION CARRIED.

24. Adjourn

B Curran moved to adjourn at 8:58 p.m., seconded by K Frantzen. Unanimously approved. MOTION CARRIED.

Respectfully submitted,

Tricia Dean, Clerk



TOWN OF COLCHESTER

Commission on Aging
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Where Tradition Meets Tomorrow

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Gayle Furman
GAYLE FURMAN
TOWN CLERK

Colchester Commission on Aging Special Meeting Minutes

Wednesday, February 11, 2015 - Colchester Senior Center

Members Present: Chair Gary Siddell, Jean Stawicki, Rose Levine, Rob Gustafson, Goldie Liverant, Susan Choma

Members Absent: None

Others Present: Patty Watts, Rosemary Coyle, Laura Falt

- 1. Call Meeting to Order:** Chair G. Siddell called the meeting to order at 8:30 a.m.
- 2. Possible Seating of Alternate:** G. Siddell seated S. Choma as a voting member in lieu of the vacancy on the committee.
- 3. Minutes:** R. Gustafson motioned to accept the October 14, 2014 meeting minutes. J. Stawicki seconded. G. Liverant abstained. All other members present voted in favor. MOTION CARRIED. J. Stawicki motioned to accept the December 8, 2014 meeting minutes. R. Gustafson seconded. All members present voted in favor. MOTION CARRIED.
- 4. Financial Report:** P. Watts reported the Commission on Aging fundraising balance is \$142.00. Daily transportation collection in January was \$182.50 and out of town trips collection was \$192 for a monthly total of \$374.50, bringing the fiscal YTD total to \$2,319.50.
- 5. Chairman's Report:** G. Siddell reported that he presented the annual report to the Board of Selectmen and the Board of Finance. He will follow up again regarding the requested budget. He also went to the Board of Finance to support P. Watts for her budget presentation. There was discussion regarding how to help move the Commission on Aging budget forward. R. Coyle said the budget survey results were in and posted on the town website and encouraged members to read through.
- 6. Senior Center Director's Report:** P. Watts thanked G. Siddell for his support when presenting the budget. 2014 year end statistics were: 127 new member registrations with a total of 776 active members. There was 11% attendance/participation increase and 29% increase in program sessions. On-site meals served rose by 7%. Medical transportation increased 7% (49% in the last two years) and non-medical transportation increased 13%. They saw a 22% increase in info & referrals and 42% increase in Medicare counseling. And 5,070 volunteer hours were logged which is an 8% increase over last year. Patty reported that the new initiatives she presented to the Board of Finance include increasing labor hours by 8 hours for the increased transportation needs, the MySeniorCenter data tracking system, increasing the size of her office to accommodate a small meeting space and a lockable closet for secure storage. She also discussed the need to develop a Strategic Plan as the senior population in town is estimated to grow to 40% of the population in the next 15 years. Last Friday's programs included Go Red! For Women and a Healthy Hearts Lunch & Learn. AARP will offer tax aide by appointment through March 27th. Feb 13th is Valentine Bingo, the 17th offers a Mardi Gras Luncheon with Mr. Magic and the 19th is a Heart Healthy Cooking demo with Anthony Tran. TVCCA is holding a Hearty Meal Contest in February where you earn stamps for each meal and can enter a drawing when you reach 5 stamps. Patty shared a profit and loss

- spreadsheet detailing the finances of the 2014 special events held at the center. The Coordinator of the Making Memories Program has resigned so Patty is in the process of finding a replacement. December statistics: Attendance: 1,184 with 1,033 transports. 120 Bistro and special meals served, 139 Community Café meals served and 408 Meals-on-Wheels delivered. 8 new members registered in December for a YTD total of 127 new members. January Statistics: Attendance: 820 with 706 Transports. 41 Bistro and special meals served, 105 Community Café meals served and 427 Meals-on-Wheels delivered. 3 new members registered in January for a YTD total of 3.
7. **Vote on Bylaw Revisions:** J. Stawicki motioned to accept the bylaw changes to eliminate the term Executive Board where it is used or change it to Officers and to add the ability to amend the bylaws at a regular meeting (see attached). R. Levine seconded. All members present voted in favor. MOTION CARRIED.
R. Gustafson left the meeting.
 8. **Community Outreach Sub-Committee Discussion:** The group discussed finding ways to foster community support for the senior population which includes promoting what the needs are, what is happening now and what their aspirations are. They decided to hold a special meeting and invite guests to brainstorm how best to begin this process.
 9. **Discussion and Vote on CoA Sponsored Senior Nutrition Lunch & Learn:** The group discussed sponsoring a lunch & learn centering on the social aspects of nutrition as it relates to seniors. Laura Falt from Marlborough Health & Rehabilitation Center is working on scheduling registered dietitian, Jen Fetterley as the speaker. She also offered to help support the luncheon. R. Levine motioned to allocate funds from the Commission on Aging fundraising account as necessary to fund the luncheon. G. Liverant seconded. All members present voted in favor. MOTION CARRIED.
 10. **Adjournment:** G. Liverant motioned to adjourn the meeting at 10:06 a.m. J. Stawicki seconded the motion. All members present voted in favor. MOTION CARRIED.

Respectfully submitted,


Michelle Komoroski