



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Board of Selectmen Minutes
Regular Meeting Minutes
Thursday, September 17, 2015
Colchester Town Hall @ 7PM

2015 SEP 22 PM 1:10
RECEIVED
TOWN OF COLCHESTER

MEMBERS PRESENT: First Selectman Stan Soby, Selectman Rosemary Coyle, Selectman Denise Mizla, Selectman Kurt Frantzen, and Selectman John Reeve

MEMBERS ABSENT: None

OTHERS PRESENT: Wetlands Officer J Gigglioti, Town Clerk G Furman, G. Siddell, J Jones, B Wagner, G LePage, M Egan, U Tschinkel, Clerk T. Dean, 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 be added to the agenda #11 Discussion and Possible Action on Social Media Policy, and #15 Executive Session for Discussion of a Security Matter, move Item 5c1 Samantha Van Zilen possible reappointment to next item 2a, renumber remaining items accordingly.

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

2.a **Boards and Commissions – Interviews and/or Possible Appointments and Resignations**
Fair Rent Commission – Samantha Van Zilen possible reappointment for a two year term to expire 10/31/2017
D Mizla moved to reappoint Samantha Van Zilen to the Fair Rent Commission for a two year term to expire 10/31/2017, seconded by K Frantzen. Unanimously approved. MOTION CARRIED.

3. **Approve Minutes of the September 3, 2015 Regular Board of Selectmen Meeting**
R Coyle moved to approve the Regular Board of Selectmen meeting minutes of September 3, 2015, seconded by D Mizla. Unanimously approved. MOTION CARRIED

4. **Citizen's Comments - none**

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

a. **Planning & Zoning Commission – Resignation of Stacey Brown**
K Frantzen moved to accept, with regret, the resignation of Stacey Brown as member of the Planning & Zoning Commission, seconded by R Coyle. Unanimously approved. MOTION CARRIED

b. **Conservation Commission**
1. **Darrel York possible reappointment for a three year term to expire 10/1/2018**
K Frantzen moved to reappoint Darrel York to the Conservation Commission for a three year term to expire 10/1/2018, seconded by R Coyle. Unanimously approved. MOTION CARRIED.
2. **Andy George possible reappointment for a three year term to expire 10/1/2018**
K Frantzen moved to reappoint Andy George to the Conservation Commission for a three year term to expire 10/1/2018, seconded by R Coyle. Unanimously approved. MOTION CARRIED.

c. **Fair Rent Commission – Valerie McGriff possible reappointment for a two year term to expire 10/1/2017**
R Coyle moved to reappoint Valerie McGriff to the Fair Rent Commission for a two year term to expire 10/1/2017, seconded by D Mizla. Unanimously approved. MOTION CARRIED.

d. **Sewer & Water Commission – Robert Peter possible reappointment for a three year term to expire 10/1/2018**
R Coyle moved to reappoint Robert Peter to the Sewer & Water Commission for a three year term to expire 10/1/2018, seconded by K Frantzen. Unanimously approved. MOTION CARRIED.

e. **Parks & Recreation Commission – Matthew Pulse to be interviewed – not present**

f. **Blight Ordinance Task Force – Possible Appointments**
1. R Coyle moved to appoint Matthew Trant to the Blight Ordinance Task Force for a one year term to expire 9/1/2016, seconded by D Mizla. Unanimously approved. MOTION CARRIED.
2. R Coyle moved to appoint RoseMarie Bagioni to the Blight Ordinance Task Force for a one year term to

expire 9/1/2016, seconded by K Frantzen. Unanimously approved. MOTION CARRIED.

D Mizla moved to appoint Jean Walsh for purpose of discussion. S Soby indicated that J Walsh offered to volunteer as a Hearing Officer and that it would be a challenge to write an ordinance then be required to enforce it. D Mizla moved to withdraw the motion, seconded by R Coyle.

3. John Reeve moved to appoint **Richard Waugh** to the Blight Ordinance Task Force for a one year term to expire 9/1/2016, seconded by R Coyle

4. D Mizla moved to appoint **Christian Choma** to the Blight Ordinance Task Force for a one year term to expire 9/1/2016, seconded by R Coyle. Unanimously approved. MOTION CARRIED.

6. Budget Transfers - None

7. Tax Refunds & Rebates

D Mizla moved to approve tax refunds in the amount of \$116.61 to John McHugh, \$166.60 to Richard Santasiere, \$11.63 to Anthony or Kathy Tedeschi, \$56.91 to Elizabeth or Timothy Viens, \$91.97 to John Wissler, \$8.18 to David Creamer, \$40.76 to Eric Franklin, \$19.51 to Lisa Barr, \$7.97 to Matthew Galante, \$22.27 to Rosemary or Richard Stepp, \$846.88 to JP Morgan Chase Bank NA, \$23.47 to Jeanne or Ernest Mangos, \$25.53 to Cheryl or Marcus Raulukaitis, \$14.51 to John Brice, \$32.60 to Lisabeth Cusson, \$88.13 to Sensible Auto Leasing LLC, \$5.25 to Brian Leahy, \$17.04 to Robert or Lisa Zablonki, \$12.43 to Cortney Shawver, \$139.53 to Terri Frink, \$118.92 to Rossi Law Offices LTD, \$101.20 to Bradley Graham, \$10.80 to Cynthia Baribeault, \$29.77 to Susan Abbatomarco, \$130.73 to Mercedes-Benz Financial Services, seconded by J Reeve. Unanimously approved. MOTION CARRIED

8. Charter Review Commission Presentation

Commission Chair G LePage presented an overview of the work completed over the last year by the commission. Identified were areas to be reviewed by the Charter Revision commission. Recommendations discussed were technical changes, elected board terms, elected officials to appointed positions, treasurer position elimination, budget process and budget referenda. R Coyle inquired if there is a reference to each item discussed to help the next phase of the review commission. G LePage said there were copious notes to coincide with each section of the charter to be revised. K Frantzen suggested a "best set of detailed notes" be provided as well as copies of all minutes to be able to provide the best file for the follow up commission. The commission also informed the Board on reasoning as to why they didn't include changes to a Town Manager vs a First Selectman. R Coyle suggested that the commission focus on what is most important. Ordinances were also reviewed for improvement. J Reeve asked for a budget referenda clarification. K Frantzen commended the commission on a job well done. S Soby thanked the commission for the thoroughness of review, discussion and thoughtfulness. Next phase will be the Charter Revision with seven members. The Board will look at the ordinance change requests. Attachment. TABLED TO NEXT MEETING

9. Discussion and Possible Action on Blight Ordinance Task Force Charge

R Coyle stated that the charge should be clear and simple enough that everyone is treated in the same manner. That it not be too broad or comprehensive. Discussion ensued among the Board as to what wording should be included.

J Reeve moved to approved the Blight Ordinance Task Force Charge, as amended, seconded by D Mizla. Unanimously approved. MOTION CARRIED.

10. Discussion and Possible Action on Connecticut Clean Energy Community Program

D Mizla moved to authorize the First Selectman to sign the agreement with Clean Energy Efficiency Program, removing Tolland from two sections to Colchester, seconded by J Reeve. Unanimously approved. MOTION CARRIED.

11. Discussion and Possible Action on Social Media Policy

S Soby discussed he received information from IT Director, Marc Tate, on what other town policies include. The Board will review the information and make recommendations to keep existing policy or expand. TABLED TO NEXT MEETING

12. Citizens Comments - none

13. First Selectman's Report

S Soby met with Sgt. Martinez regarding the use of the Police Dept. Facebook page, discussed how other communities utilize their PD FB page including the communication of community events and how they focus on positive items. Discussed strategies on improving our page by posting community involvement, investigation, and videos. S Soby commented that significant changes took place after the discussion and increased community response to the positive postings were made. There were a higher number of 'likes' for the positive community posts vs the mug shots; CHVFC Volunteer recognition dinner was a great event. The strategic plan is in process; Received recent complaints regarding

speed. A speed trailer is being located in problem areas and areas where there were citizen concerns.; attended school open houses; Recognition for Contois on 10/5 is still being finalized; met with Director of P&R regarding data and specialist position with new program opportunities along with revenue generation.

14. Liaison Reports

R Coyle reported on CHFD Officer meeting on 9/8 – Vehicle repairs totaled \$9,800. There were 1,383 ambulance calls, 173 for the month, exceeding 2,000 call volume. CT Fire Services 9/16 conference was giving away smoke and carbon monoxide detectors. The Fire Dept. will develop a program for Colchester to distribute the detectors to those in need for them.

Open Space meetings are changing to the second Monday of the month.
Building Committee going through the RFQ's for architects.

J Reever reported on the Budget subcommittee will be meeting on either 9/30 or 10/5.

D Mizla reported on Board of Education – schools opened successfully. Dr. McNamara, Director of Pupil Services, sent a survey regarding if there is a need for a Special Education PTO, setting up a tentative meeting. She also updated on the action plan from Frank Stuarts recommendations.

Board of Assessment Appeals conducted appeals from the 2014 Grand List.

Recreation Field Sustainability tri-board – included are Board of Selectmen, Board of Finance, and Park & Recreation. C Hancin, P&R Director, will create a list of fields with who uses it and when it's used. The committee will then look at user fees, expansions and policies.

Park & Rec Commission – 57 Fest planning is underway, Program fund has a healthy balance to operate programs and fund scholarships. Park Ranger was discussed due to vandalism, may use program fund. This will be presented to Board of Finance.

15. Executive Session to Discuss a Security Matter

R Coyle moved to enter into executive session to discuss a security matter, seconded by K Frantzen. Unanimously approved. MOTION CARRIED.

Entered into executive session at 8:35 p.m.

Exited from executive session at 8:48 p.m.

16. Adjourn

K Frantzen moved to adjourn at 8:48 p.m., seconded by D Mizla. Unanimously approved. MOTION CARRIED.

Attachment: Charter Review Presentation of Findings

Respectfully submitted,

Tricia Dean, Clerk



CHARTER REVIEW COMMISSION

PRESENTATION OF FINDINGS

MONICA EGAN, GREGG LEPAGE, GARY SIDDELL,

URSULA TSCHINKEL, BETTY WAGNER

Board of Selectman Meeting

September 17, 2015



Process Followed

Performed thorough review of Town Charter:

- Identified language that is not easily understood, contradictory or inconsistent between written text and practice.
- Reviewed current town governmental structure.
- Analyzed processes contained in Charter for:
 - Understandability and Fairness
 - Relevance
 - Timeliness
 - Efficiency/Effectiveness
- Interviewed key stakeholders of the Town.
- Examined current Town Ordinances for potential retirement.



Possible Areas of Focus

Technical Changes/Grammar

- Remove preface.
- Add Table of Contents.
- Add definitions: Appointed board, elected official, elected board, public meeting/hearing, minority limitation, permanent board.
- Budget definition – including or excluding debt service & capital?
- Correct Town Departments (list, names, organization).
- Annual budget mtg. – BOS & BOE “Provide” not “Present” budget.
- List all appointed boards. Define and add code.
- Succession – Make consistent for all elected offices.
- Sewer & Water – clarify responsibilities, membership & term.
- Clarify language for alternates where applicable.
- BOS – Update powers and duties. Include WPCA authority.
- BOF – Add that they set the MILL rate.
- Annual budget meeting – 1st Selectman *or designee* to attend.
- Organize Article X (Town Meeting & Annual Budget Meeting). Remove section B-4 (4% cumulative transfer rule).



Elected Boards & Commissions

Recommend:

- Moving to four year term for all elected offices for consistency.



Town Clerk

Recommend:

- Moving Town Clerk position to appointed.
 - Allows defined qualifications and experience necessary for position.
 - Expanded pool of candidates.
 - Can be removed from office in the event of poor performance.
 - Eliminates re-election distractions.

Tax Collector

Recommend:

- Moving Tax Collector position to appointed.
 - Allows defined qualifications and experience necessary for position.
 - Expanded pool of candidates.
 - Can be removed from office in the event of poor performance.
 - Eliminates re-election distractions.



Treasurer

Recommend:

- Eliminating Treasurer position and folding into CFO duties since there appears to be significant overlap.

Budget Process

- Line-to-line comparison – at what level?
- Bottom line reduction to BOS budget, not line item.
- Change thresholds to adjourn to 1% (Excluding debt & capital).
- C-1101 – remove extra questions.
- Do bonds go to referendum? – decide yes or no.
- Change threshold for special referendum.
- Recount petitioning (1% voters, 2% electors, 3-5 days)
- BOS approval of transfers (402i)
- Bonds/borrowing/lease clarifications and approval process.
- Supplemental appropriations and transfers - \$ amt. and approval.
- Real estate/property transfers – 2%.
- Petition by 3-4% (1001C).
- Remove #10 (1001) or clarify.



Budget Referenda

- Can we develop a mechanism to avoid multiple failed budget referenda?
 - For example: After 2 failed referenda allow the elected BOS to determine the final budget that must be equal to or less than the amount presented in the second failed attempt.
 - Each budget vote is a significant cost to the Town.
 - The elected BOS is qualified to determine the final budget.
 - Several towns our size have moved in this direction.