



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Board of Selectmen Minutes
Regular Meeting Minutes
Thursday, October 6, 2016
Colchester Town Hall @7pm

RECEIVED
COLCHESTER, CT
2016 OCT 12 PM 5:45

MEMBERS PRESENT: First Selectman Art Shilosky, Selectman Stan Soby, Selectman Rosemary Coyle, Selectman Denise Mizla, and Selectman John Jones

MEMBERS ABSENT: none

OTHERS PRESENT: Director of PW J Paggioli, BOF R Tarlov, P&R C Preston, J Kelley, 5 civic students and Clerk T. Dean

1. Call to Order

First Selectman A Shilosky called the meeting to order at 7:00 p.m.

2. Additions to the Agenda

D Mizla asked that agenda item #7a Board and Commissions Open Advisory be moved up after agenda item #5 Citizen's Comments.

R Coyle moved to amend the agenda item order as requested, seconded by J Jones. Unanimously approved. MOTION CARRIED.

A Shilosky asked that agenda item #11 Discussion and Possible Action on Updates to Sport League Field Use and Endorsement Policy be removed from the agenda.

R Coyle moved to remove agenda item #11, seconded by D Mizla. Unanimously approved. MOTION CARRIED.

3. Approve Minutes of the September 15, 2016 Board of Selectmen Meeting

R Coyle asked to correct agenda item #2 motion to read 'amend' in place of 'presented'.

R Coyle moved to approve the Regular Board of Selectmen meeting minutes of September 15, 2016, as amended, seconded by D Mizla. Unanimously approved with one abstention by S Soby. MOTION CARRIED.

4. Approve Minutes of the September 20, 2016 Tri-Board Meeting

J Jones moved to approve the Tri-Board meeting minutes of September 20, 2016, seconded by R Coyle. Unanimously approved with one abstention by S Soby. MOTION CARRIED.

5. Citizen's Comments – none

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

a. Open Space Advisory – Mary Stevens possible reappointment for a three-year term to expire on 10/1/2019

R Coyle moved to reappoint Mary Stevens to the Open Space Advisory Commission for a three-year term to expire on 10/1/2019, seconded by J Jones. Unanimously approved. MOTION CARRIED.

7. Presentation by CT Center for Advanced Technology

Dan Salazar from CCAT presented their company information and services they provide. Discussion took place on services and fee structure. CCAT will set up a walk around of Town Hall to do an evaluation of computers, network operations and securities, then will provide recommendations.

8. Budget Transfers - none

9. Tax Refunds & Rebates

S Soby moved to approve tax refund in the amount of \$417.53 to Timothy Cronin, \$7.99 to Rossi Law Offices LTD, \$178.79 to William Claffey, \$35.12 to James Davenport, \$18.89 to Jeffrey Sirois, \$30.44 to Kristin and Andy Johnson, \$174.38 to Lewis Hewes, \$20.08 to Wayne Rioux, 47.42 to Honda Lease Trust, \$65.53 to Anibal Faria, \$150.76 to William Prignano, \$13.79 to Kenneth Adams, \$14.47 to Kevin Jr and Jennifer McGill, \$2165.00 to Frank and Elaine

Story, \$132.91 to Pamela Minella, and \$37.06 to Jeffrey Naples, seconded by D Mizla. Unanimously approved. MOTION CARRIED

10. Discussion and Possible Action on Pavilion Rental Fee Increase

S Soby asked P&R Director, C Preston, where the fee increase put us in comparison with other towns. C Preston responded that Colchester would still be in the lower range with the proposed fee increase. C Hancin pointed out that the fee also includes electricity and water, without requiring a deposit. S Soby recommended that the Commission establish a regular review process to look at the fees in comparison to other facilities.

J Jones moved to accept the Pavilion Rental Fee increase, seconded by R Coyle. Unanimously approved. MOTION CARRIED.

11. Discussion and Possible Action on Sponsorship Opportunity for the Holiday Arches

C Preston stated that there are a total of 13 arches and that it's all that the electricity capacity can endure on the green. The current arches are beyond their life span and not completely functioning. Two of the arches can be purchased by P&R from the funds from the ornament sale.

D Mizla moved to authorize the First Selectman to sign any and all documents related to the "Save the Holiday Arches" sponsorship program, seconded by J Jones. Unanimously approved. MOTION CARRIED

12. Discussion and Possible Action on Langan Engineering Demolition Monitoring Services-Norton Mill

D Mizla moved to authorize the First Selectman to sign the Revised Proposal for Hazardous Building Material Abatement Project Monitoring and Consultant Services dated September 28, 2016 from Langan Engineering and Environmental Services for property at 139 Westchester Road in an amount not to exceed \$37,000, seconded by R Coyle. Unanimously approved. MOTION CARRIED

13. Discussion and Possible Action on Norton Mill-Nature Conservancy Access and Indemnity Agreement

S Soby moved to authorize the First Selectman to sign the Access and Indemnity Agreement dated 9-30-16 between the Town of Colchester and The Nature Conservancy regarding property at 139 Westchester Road as attached herewith, seconded by R Coyle. Unanimously approved. MOTION CARRIED

14. Discussion and Possible Action on Associated Building Wreckers-Demolition & Remediation Services-Norton Mill

PW Director, J Paggioli, explained that the conditions of the grant are different than usual. Other sections are done by the Brownfield Grant. Between the two grants we will be able to do all that we want to do.

R Coyle moved to award items #1 and #2A of the RFP 2015-13R Demolition Services Rebid- Norton Mill to Associated Building Wreckers and to authorize the First Selectman to sign the contract for Items 1 and #2A for the bid amount of \$226,917.00 for these services at the Norton Mill located at 139 Westchester Road in accordance with the available STEAP grant funding and the purchasing policy of the Town of Colchester, seconded by S Soby. Unanimously approved. MOTION CARRIED

15. Discussion and Possible Action on Proposed Security Camera System Policy

J Paggioli stated that the revised policy mirrors what our existing policy consists. The first and second page of the policy is what our current policy is with the addition of "may have video camera's" added. The third page is now to the policy to reflect the video surveillance. The policy clearly identifies who has access and under what conditions.

S Soby moved to accept and approve the Security Camera System Policy as presented and to appoint Public Works Director, James Paggioli, as the designated employee to provide operational, maintenance, and dissemination of recorded data upon request of either the First Selectman or proper legal authority, seconded by D Mizla. Unanimously approved. MOTION CARRIED.

16. Discussion and Possible Action on Proposed Renewable Contracts and Grants Policy

A Shilosky stated that the Charter does not allow the Board to authorize this. His recommendation is to go to the Charter Revision Commission and, if the Board agrees, to incorporate the proposed language into the revised Charter for consideration. R Coyle suggested that instead of a Charter language change that the Board could implement a consent agenda. Items would still come before the Board and any item that is on the consent agenda that the Board would like to discuss in detail could be moved to the regular agenda. The consent agenda would allow the Board to still be in the loop on contracts and such but the consent agenda would move the process quicker and more efficiently. At the next meeting an agenda item will include the discussion and possible action on a consent agenda. NO ACTION

17. Citizens Comments- none

18. First Selectman's Report

A Shilosky reported that discussions are taking place between towns for a regionalization for an Animal Control Officer. The cost would be within the current budget and there may be a cost savings. Fire house mold remediation is in the pre-construction phase. The Fire house parking apron has three to four cracks that will be sealed in November. The catch basin and oil tank at the fire house will be addressed by November. Town road work has been complete, just line striping is left to be done. Town Hall parking lot will be resurfaced in the spring. The Fire Marshall will move to the Fire Dept. and will report to the Fire Chief. Fire Marshall job description will be revised to reflect that change and has been approved by the union. Work Out World coming to town off of Old Hartford Road. Paramedic program fee will be approximately \$32,000 and will increase each year. The Fire Chief would like to do research to see the cost of doing it in house. S Soby advised to work with CCM and cost out what other municipalities' ae doing so we have options to evaluate and have more than one option to assess. A Shilosky reported that there have been reports from the Planning & Zoning Dept. that there are issues with zoning regulations. They are interested in setting up a sub-commission to include Town Planner, Building Official and a P&Z Commission member. S Soby stated that there has been significant strides made from previous regulations. Suggested doing more things in house in the dept. vs going before the commission with issues. There current revised plan has come quite a ways ahead in terms of being more business friendly and easy to use, with room to expand more. Need to do a better job of educating people in town of what the regulations are. R Coyle advised that certain sections could be isolated to improve if needed, vs the whole plan generally. A Shilosky reported that the Board of Finance and its upcoming vacancy needs a definitive answer from the Secretary of State regarding filling the vacancy. Also going to town counsel for advisement.

19. Liaison Reports

R Coyle reported on Senior Center subcommittee – working diligently as a group The last meeting was in executive session. Thanked and recognized the outstanding work of James Paggioli, Sal Tassone, and Randy Benson. Field subcommittee – (handout attached) The handout is for information only and it not finalized. For the Sports Park Improvement Fund description, they will remove the 'usage fees' part. This is an opportunity to raise funds outside of the budget.

D Mizla reported on Parks & Recreation commission – discussed the holiday arches and accepted comments on the sports league structure. Went into executive session to discuss the structure further. Scarecrow on the green starting 10/14 and trick or trunk on 10/21. 57 Fest had a great turnout. CCT plans for a February show. Youth Services Advisory – Resolution Run on 1/1/2017. Community Conversation being planned for April 4, 2017. Need new members. Close to reaching fundraising goal for new van. Bake sale will be held on election day. Discussion on bottle flipping contest being planned.

20. Adjourn

J Jones moved to adjourn at 8:19 p.m., seconded by R Coyle. Unanimously approved. MOTION CARRIED.

Attachment: Field Sustainability Task Force Recommendations

Respectfully submitted,

Tricia Dean, Clerk

Field Sustainability Task Force

Recommendations

Committee Members: R. Coyle, D. Mizla, J. McNair, A. Bisbikos, E. Kundahl and T. Loskant

Dept. Liaisons: J. Paggioli and C. Preston

(Updated 10/4/16)

Problem Statement: Colchester Parks and Recreation fields are in an unsustainable state. There is far too much traffic on existing fields. As a result, according to a survey and report by Jason Henderson and Julie Campbell, Professors at UCONN's Turf Management program, there is minimal turf grass cover in high traffic areas that become dormant due to moisture stress. The fields had high surface irregularities creating inconsistent playing surfaces. Irrigation is not available for 6 of the 8 fields. These issues are compounded by a lack of public funding approved by taxpayers to improve the fields.

- We have 8 Rec fields at Rec Plex and 1 field on the Town Green, 2 fields at JJIS, 1 field at WJJMS.
- They are used by over 1800 participants over the course of the year.
- They are used 7 days per week, and average 12 hours per day for 10 months of the year.

Mission Statement: To find solutions to maintain and improve field conditions and funding that supplements taxpayer dollars.

Short term Improvements:

- Manage the number of participants on the existing fields
- Increase professional development of staff to maintain the fields with existing resources
- Improve the irrigation system so that all fields have water
 - Setting up a fixed irrigation system
 - Setting up a mobile irrigation system

Long term improvements:

- Acquiring another 8-9 acres of land

Short term funding options:

- Maintain and improve current budget funding levels to maintain existing fields
- Grants
- State monies
- Major League Sports
- Sports Park Improvement Fund usage fees
- Local Business sponsorships

Long term funding: Bonding for land

Next steps for taking action:

- Review and feedback from the Park and Recreation Commission
- Review and feedback from Town Hall staff
- Review and feedback from the Board of Finance and Selectmen