

Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Board of Finance Agenda December 18, 2013 Town Hall, Room 1



COLCHESTER, C)
2013 DEC 13 PM 3: 4

- 1. CALL TO ORDER
- 2. APPROVAL OF MINUTES: Regular meeting December 4, 2013
- 3. Approval of Minutes of November 20, 2013 Regular Meeting
- 4. Approval of Minutes of December 11, 2013 Special Tri-Board Meeting
- 5. ADDITIONS TO THE AGENDA
- 6. CITIZENS COMMENTS
- 7. AMBULANCE INCENTIVE REVIEW Discussion and Possible Action
- 8. CAPITAL IMPROVEMENT, MAINTENANCE AND REPARATION PLANS Jim Paggioli
- 9. DEPARTMENT REPORTS
 - a. Finance Department
 - b. Treasurer
 - c. Tax Collector
- 10. FIRST SELECTMAN'S REPORT
 - a. Transfer Requests
 - b. First Selectman's Update
- 11. CORRESPONDENCE
- 12. NEW BUSINESS

13. OLD BUSINESS

- a. Building Project update and possible discussion Tri Board Meeting
- b. Discussion and Possible Action on future Elected Officials Compensation Process
- 14. CITIZENS COMMENTS
- 15. ADJOURNMENT



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Board of Finance Minutes Regular Meeting Wednesday, December 04, 2013 Town Hall - 7:00 P.M.



MEMBERS PRESENT: Rob Tarlov, Rob Esteve, Thomas Kane, Art Shilosky, John Ringo and James McNair

OTHERS PRESENT: First Selectman Gregg Schuster, Maggie Cosgrove, Chief Cox, Don Lee, Paul Giudice, Greg Cordova, Cindy Praisner, Ryan Blessing and Kurt Frantzen(arrived 8:55 p.m.)

1. CALL TO ORDER

Chairman R. Tarlov called the Wednesday, December 4, 2013 meeting to order at 7:00 p.m.

2. APPROVAL OF MINUTES: Regular meeting - November 20, 2013

Tabled to next meeting due to incorrect dated meeting minutes attached to meeting packet.

3. ADDITIONS TO THE AGENDA

None

4. CITIZENS COMMENTS

None

5. C3 UPDATE

- C. Praisner, Early Childhood Coordinator, gave a presentation that included the following:
 - What Readiness Looks Like
 - The need to invest and help children in the early years
 - How investment in people is made
 - What C3 is doing
 - C3 Financial Sustainability

C. Praisner also gave an overview of what has been received through the Discovery Grant and what will be offered in the future, the projected budget for next year and the solutions they are pursuing.

6. AMBULANCE INCENTIVE REVIEW

Chief Cox presented the ambulance staffing incentive program to date which continues to be a success and the funds that are needed to continue the program through the remaining budget year. First Selectman Schuster stated the supplemental appropriation will be presented at the next Board of Selectman meeting for approval. R. Tarlov stated the Board of Finance will take action at the next Board of Finance meeting.

7. BY-LAWS REVIEW - Discussion and Possible Action - specifically section

R. Esteve **MOTIONED** to reword Article 6. Meetings Section 8. to "The dates of Board meetings for the following year shall be set by vote from the members of the Board present at one of the <u>November</u> regular meetings and the forwarded to the Town Clerk prior to year end." **SECONDED** by A. Shilosky. All members present voted in favor, **MOTION CARRIED**.

R. Esteve **MOTIONED** to reword Article 8. Committees/ Liaison Assignments Section 3. to "Liaisons to the Departments, Boards and Commissions overseen by the Board will be assigned by the Chair <u>at the first meeting subsequent to the second Monday after a municipal election</u> or as necessary following vacancies." **SECONDED** by J. McNair. All members present voted in favor, **MOTION CARRIED**.

8. 2014 MEETING DATES - Discussion and Possible Action

None

9. DEPARTMENT REPORTS

a. Finance Department

None

b. Treasurer

None

c. Tax Collector

None

10. FIRST SELECTMAN'S REPORT

a. Transfer Requests

None

b. First Selectman's Update

First Selectman Schuster stated that this Saturday the Sleigh Bells Arts & Crafts Fair will be held at Bacon Academy from 9:00am to 4:00pm, Senior Center Holiday Fair will be held at the Senior Center at 9:00am, Senator Lineres will be hosting a toy drive at CVS from 12:00pm to 2:00pm and the Holiday Homecoming with the tree lighting ceremony will be held at the Town Green starting at 4:30pm. First Selectman Schuster also stated that another buyer has appeared and made an offer on the Slembeck Farm property. The previous deal is no longer in play.

11. CORRESPONDENCE

None

12. LIAISONS: REPORTS and 2014 ASSIGNMENTS

T. Kane reported that Planning & Zoning started their public hearings on zoning tonight and there is potential for commercial growth in town. R. Esteve attended the BOE Finance Committee meeting and the BOE budget to date looks good, the health insurance continues to get well and the number of students who attend other schools out of district has increased. A. Shilosky reported the police department has ordered a new cruiser and he reported to the Police Commission his concerns when he went on a ride-along with two officers. R. Tarlov reported that Youth Services had a new employee on probation who unfortunately did not work out and discussion was had at the Youth Services meeting regarding local stores selling drug paraphernalia.

13. NEW BUSINESS

a. Discussion of current process for additional appropriations, atypical expenditures, line item overages, transfer requests between departments, etc.

R. Tarlov stated all board members should have received an email from First Selectman Schuster regarding starting points and options. First Selectman stated the Charter states that any transfer must be approved by the Board of Finance and the Board of Selectman. Discussion was had regarding putting a policy in place on how to handle future transfers. First Selectman Schuster stated he will work on a policy and Chairman Tarlov stated the board members will work on ideas and discussion will continue at the January meeting.

Regular Board of Finance Meeting Minutes (page 3) December 4, 2013-7:00PM-Town Hall

b. Town Staffing Presentation by 1st Selectman

First Selectman Schuster presented "Utilization of Resources" that included three concepts; Share Assigned Staff, Floater Employee and Customer Service Model. Discussion was had on all three options. All board members felt option #3 has potential. First Selectman Schuster stated he will alert the Board of Selectman on option #3.

14. OLD BUSINESS

- a. BOS Operations Committees: work done with members of BOF and the Bacon Trustees None
- b. Building Project update and possible discussion
 Tri-Board meeting is scheduled for December 11, 2013 to discuss.
- c. Discussion and Possible Action on future Elected Officials Compensation Process
 None
- d. Discussion of 2014 Budget Process
 None

15. CITIZENS COMMENTS

K. Frantzen stated he attended the Planning & Zoning public hearing meeting on changes in zoning and regulations and voiced his concern that Planning & Zoning has not considered the financial implications in changing zoning in town and the impact on the grand list.

16. ADJOURNMENT

J. McNair **MOTIONED** to adjourn at 9:57 p.m. **SECONDED** by A. Shilosky. All members present voted in favor, **MOTION CARRIED**.

Respectfully Submitted,

Gina Santos, Clerk



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Board of Finance Minutes Regular Meeting Wednesday, Nov. 20, 2013 Town Hall – 7:00 p.m.



MEMBERS PRESENT: Rob Tarlov, Thomas Kane, Art Shilosky, Rob Esteve, John Ringo and Jaffles McNair

OTHERS PRESENT: First Selectman Gregg Schuster, Selectman Rosemary Coyle, Maggie Cosgrove, Jim Paggioli, Greg Cordova, Dot Mrowka, Kurt Frantzen, and Gary Siddell

1. CALL TO ORDER

Chairman R. Tarlov called the Wednesday, Nov. 20, 2013 meeting to order at 7:00p.m.

2. APPROVAL OF MINUTES: Regular meeting - November 6, 2013

J. Ringo MOTIONED to approve the minutes of November 6, 2013 regular meeting as typed. SECONDED by T. Kane. Chairman Tarlov stated R. Esteve had called in on the conference line and was waiting to attend, but no one present dialed in to connect his call to the meeting. R. Esteve and J. McNair abstained. All other members present voted in favor, MOTION CARRIED.

3. ADDITIONS TO THE AGENDA

Chairman Tarlov welcomed J. McNair to the board.

4. BY-LAWS REVIEW - Discussion and Possible Action

- T. Kane **MOTIONED** to change article 5 sections 1 of the by-laws to read; at the first meeting subsequent to the second Tuesday after municipal election the Chair and Vice-Chair will be elected. **SECONDED** by R. Esteve.
- T. Kane MOTIONED to amend his first motion to read; at the first meeting subsequent to the second Monday after municipal election the Chair and Vice-Chair will be elected. R. Esteve amended his SECOND. All members present voted in favor, MOTION CARRIED.

5. ELECTION OF OFFICERS

R. Esteve MOTIONED to elect R. Tarlov as Chairman. SECONDED by A. Shilosky.

R. Esteve MOTIONED to close the nominations. SECONDED by T. Kane.

All members voted in favor to close the nominations, MOTION CARRIED.

All members voted in favor to elect R. Tarlov as Chairman, MOTION CARRIED.

T. Kane MOTIONED to elect R. Esteve as Vice-Chairman. SECONDED by J. Ringo.

J. McNair MOTIONED to close the nominations. SECONDED by J. Ringo.

All members voted in favor to close the nominations, MOTION CARRIED.

All members voted in favor to elect R. Esteve as Vice-Chairman, MOTION CARRIED.

6. CITIZENS COMMENTS

Dot Mrowka stated it cost \$1,623.70 to re-print the ballots due to new candidates being added and removed after the ballots had been printed.

7. 2014 MEETING DATES - Discussion and Possible Action

J. Ringo MOTIONED to approve the 2014 regular meeting dates. SECONDED by A. Shilosky. All members present voted in favor, MOTION CARRIED.

8. DEPARTMENT REPORTS

a. Finance Department

The October revenue and expenditure reports were reviewed. M. Cosgrove stated no significant changes.

b. Treasurer

None

c. Tax Collector

None

9. FIRST SELECTMAN'S REPORT

a. Transfer Requests

Discussion on certain transfer requests was had. T. Kane MOTIONED to approve the budget transfers as a block contingent to Board of Selectman approval. SECONDED by J. Ringo. All members present voted in favor. MOTION CARRIED. (See attachment #1)

b. First Selectman's Update

First Selectman Schuster stated that staff members in the Assessor's office have taken and passed the State Certification, KX has a signed letter of intent with Montville and East Lyme to try a three way consolidation and location is to be determined. First Selectman Schuster also stated he serves on the M.O.R.E. Commission which is a state commission formed to look at municipal efficiencies. First Selectman Schuster stated he has been placed on the municipal tax sub-committee looking at options on better ways of taxation at local level.

10. CORRESPONDENCE

None

11. LIAISON REPORTS AND 2014 ASSIGNMENTS

The 2014 liaison assignments will be as follows:

- J. Ringo Economic Development and Police Retirement
- T. Kane Planning & Zoning
- R. Esteve Board of Education
- A. Shilosky Police Commission and Commission on Aging
- R. Tarlov Youth Services and Public Works
- J. McNair Fire Department and Library

12. NEW BUSINESS

a. BOS Operations Committees: work done with members of BOF and the Bacon Trustees Art Shilosky stated the committee presented a proposal to the BOS regarding old Bacon Academy, Day Hall and Senior Center to go into a lease option to buy the Senior Center over a 5 year plan allowing old Bacon Academy Trustees funds to stabilize the structure so they can apply for grants to get old Bacon Academy code compliance.

13. OLD BUSINESS

a. Town Staffing

First Selectman stated he should be ready to discuss at the December meeting.

b. Building Project

i. Review of Tri-Board Meeting

Chairman Tarlov stated tri-board meeting is scheduled for December 11, 2013

ii. Other Discussion

None

c. Status of CIP Plan and Routine Facility Maintenance Plan

Jim Paggioli will make a preliminary presentation of the Town's plan at the second meeting in December. J. Paggioli and K. Jackson will be making a presentation of the Town and School plans at the January meeting.

d. Status of Health Insurance Fund

M. Cosgrove stated the fund is getting better.

e. Discussion and Possible Action on Future Elected Officials Compensation Process Art Shilosky made a suggestion to base the compensation on what Social Security receives yearly.

Discussion will continue at the next meeting.

f. Discussion of 2014 Budget Process

The board members gave suggestions for the future budget process and discussion was had.

14. CITIZENS COMMENTS

K. Frantzen stated his opinion regarding the budget process moving forward.

15. ADJOURNMENT

J. Ringo MOTIONED to adjourn at 9:33 p.m. SECONDED by A. Shilosky. All members present voted in favor. MOTION CARRIED.

Attachment

Budget Transfers (Attachment #1)

Respectfully Submitted,

Gina Santos, Administrative Assistant

General Fund

Departmer	nt: First Selectman - Lega	al .	
Reason for Request:	Legal costs associated canine disposal order (revaluation and other	with: 1) energy project lease financing do matter including administrative hearings).	ocuments, 2) animal control/ , and 3) assessment appeals
Reason for Available Funds:	Värious - see detail listi	ng	•
From:	Account Number	Account Name	Amount
	Various - see detail	Various - see detail listing	60,610
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То:	11201-44203	Legal	60,610
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	Nov 12, 2013	Ma/W	
	Date Requested [Department Director or Supervisor -	Signature
		Print Name Gregg Schuster, First Sc	electman
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	Date Reviewed	Chief Financial Officer	A CONTRACTOR OF THE CONTRACTOR
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	Date Approved	9)y/W/	
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	Date Approved E	Board of Finance Clerk	Constant of products the first

Town of Colchester Budget Transfer - Legai

	Explanation	Contingency funds included in adopted budget	Funds budgeted for Human Resources consulting service not used	Funds budgeted for Fire union contract settlement not used - negotiated 0% general wage increase for 7/1/12-6/30/13	Storm Sandy FEMA reimbursement received for fringe benefits associated with regular payroll	Storm Sandy FEMA reimbursement received for fringe benefits associated with regular payroll	Premium increases for liability/auto/property insurance renewals less than anticipated	Significant decrease in unemployment compensation benefit payments - reduction in number of individuals collecting benefits as compared to prior fiscal years Administrative Assistant position vacant for full year Administrative Assistant position vacant for full year Senior Center Director position vacant for 7 months Senior Center Director position vacant for 7 months O See Budget Transfer form	0
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,	From	4,229	7,437	10,964	3,500	3,400	1,999	9,134 10,947 2,000 3,000 4,000	60,610
Danartment & Account Name		11110-50900 Contingency	11205-44208 Human Resources - Professional Services	11205-50950 Human Resources - Contractual Settlements	11701-41211 Insurances - Health Insurance	11701-41260 Insurances - Workers Compensation Insurance	11701-44206 Insurances - Municipal Insurance	Insurances - Unemployment Compensation Parks & Recreation - Regular Payroll Parks & Recreation - FICA & Retirement Senior Center - Regular Payroll Senior Center - FICA & Retirement Legal	Totals
Account #		11110-50900	11205-44208	11205-50950	11701-41211	11701-41260	11701-44206	11701-44243 15201-40101 15201-41230 15401-40101 15401-41230 11201-44203	

General Fund

Departme	nt: Finance		
Reason fo Request:	Finance - Payout of	f accrued leave time for employee retirement in	payroll.
Reason fo Available Funds:	Finance - funds bud	dgeted for training of new employee in payroll. Ition of Director vacant for 7 months.	
From:	Account Number	er Account Name	Amount
	11301-40105	Finance - Contr., Temp. Payroll	4,353
	15401-40101	Senior Center - Regular Payroll	12,810
Γo:	11301-40101	Finance - Regular Payroll	15,769
	11301-41230	Finance - FICA & Retirement	1,394
	Nov 8, 2013	The Mass colo	÷
	Date Requested	Department Director of Supervisor - Sig	nature
		Print Name N. Maggie Cosgrove, CFO	
	Nov 8, 2013	In Mysica	
	Date Reviewed	Chief Financial Officer	
	Date Approved	- Iny hr	
Í		First Selectman	
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General Fund

Departmer	nt: Elections				
Reason for Request:	locations), and una	ts associated with Poll workers - double pri inticipated recount of Town budget referer proved to cover additional wages for poll w	ndum vote. Transfer previously		
Reason for Available Funds:	Funds were budget	ted for cleaning of voting machines. In July ay for the cleaning for 1 more year for all To			
From:	Account Number	er Account Name	Amount		
	11601-44208	Professional Services	182		
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	11/7/13				
	Date Requested	Department Director or Supervisor	- Signature		
		Print Name Dorothy A. Mrewka, R	egistrar of Voters		
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	ルイフ/,3 Date Reviewed				
r	Date Reviewed	Chief Financial Officer			
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	Date Approved	Roard of Elpanos Clark			
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General Fund

Departme	nt: Elections		
Reason fo Request:	r Monthly telephone c	harges for phone line in Town Hall meeting	rooms (polling location)
Reason for Available Funds:	Funds were budgeted	I for cleaning of voting machines. In July, th for the cleaning for 1 more year for all Towr	ne Secretary of State's ns.
From:	Account Number	Account Name	Amount
	11601-44208	Professional Services	202
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Го:	11601-45216	Telephone	202
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r	Date Reviewed (Chief Financial-Officer	
Į	Date Approved F	irst Selectman	
	Date Approved E	Board of Selectmen Clerk	
	11/20/13	Leun Com	
Ĩ	Date Approved	loard of Finance Clark	

General Fund

Departme	ent: Police		
Reason fo Request:	Or training for officers Coverage of third sl	creased need for shift coverage for paid ti in order to meet minimum staffing requir nift during summer months. Storm patrol vand Blizzard Charlotte).	ements on each shift.
Reason fo Available Funds:	1	included in adopted budget.	
From:	Account Numbe	r Account Name	Amount
	11110-50900	Contingency	35,771
Го:	12101-40103	Police - Overtime	35,771
	ル/いー/パラ Date Requested	Department Director or Supervisor Print Name Joseph Mercer, Reside	······································
ļ	Date Reviewed	Chief Financial Officer	
Ţ	Date Approved Date Approved Date Approved	Board of Selectmen Clerk Board of Finance Clerk	

General Fund

Departmer	nt: Civil Preparedness		
Reason for Request:	Non reimbursable ite	ems from February Record Snow storm ever	nt to prepare EOC
Reason for Available Funds:	Savings within line ite	em.	
From:	Account Number	Account Name	Amount
	12301-42301	Office Supplies	109
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To:	12301-42340	Other Purchased Supplies	109
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	Nov 1, 2013 Date Requested	Department Director or Supervisor -	Signature
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	Date Approved	Board of Finance Clerk	

General Fund

Departmer	nt: Civil Preparedness			
Reason for Request:	Minor overage of Te	elephone Budget	estimate.	
Reason for Available Funds:	Savings within line i	item.		
From:	Account Numbe		Account Name	Amount
	12301-44223	Service Co	ntracts	37
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To:	12301-45216	Telephone		37
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	Nov 1, 2013 Date Requested	Department 1	Director or Superviso	r - Signature
	•	Print Name	James Paggioli	
	11/1/13	In M		
г	Date Reviewed	Chief Financi	al Officer	a)
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Ĵ	Date Approved	***		
ĺ	11/20/13	Board of Sele	ioSa-	
**	Date Approved	Board of Fina	nce Clerk	

General Fund

Departmen	t: Highway					
Reason for Request:	Increase of tree services required due to conditions of existing trees and statutory requirements.					
Reason for Available Funds:		n, and prudent reserve for emergency	conditions.			
From:	Account Number	Account Name	Amount			
	13201-42340	Other Purchased Supplies	5,211			
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General Fund

Departme	nt: Highway		
Reason for Request:	Overage overtime o	due to emergency work. (i.e. call in after h	nours)
Reason for Available Funds:	1.	tion funds offsetting regular hours.	
From:	Account Number	er Account Name	Amount
	13201-40101	Regular Payroll	188
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	Date Approved	Board of Finance Clerk	

General Fund

Departmen	t: Fleet Maintenance		
Reason for Request:	Overtime used to cov	er for personnel that was out on Workers Co	mpensation issues.
Reason for Available Funds:	See Above.		
From:	Account Number	Account Name	Amount
	13202-40101	Regular Payroll	55
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j d	Oct 31, 2013 Date Requested	Department Director or Supervisor - S	ignature
		Print Name James Paggioli	and the second s
	ルルフルタ Date Reviewed	Chief Financial Officer	
	Date Approved	By Ar First Selectman	
	Date Approved	Board of Selectmen Clerk	
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General Fund

13202-42223 Service Contracts 200 13202-46226 Building Repair 553 13202-48404 Machinery & Equipment 700 13202-43213 Mileage Training Meetings 400 13202-43213 Equipment Repairs 1,853 13202-46224 Equipment Repairs 1,853 Nov 7, 2013 Department Director or Supervisor - Signature Print Name James Paggioli 117/13 Date Reviewed Chief Financial Officer 1 3 3 Date Approved First Selectman Date Approved Board of Selectmen Clerk 1 2 3 3 3 3 4 4 4 Date Approved Board of Selectmen Clerk 1 2 3 3 4 4 2 4 4 4 3 4 4 4 4 4 5 5 6 6 7 7 7 8 7 9 7 1 9	Departme	nt: Fleet Maintenance		
Reason for Service contract items, (i.e. parts cleaner service and oil water separator cleaning), Available Building Repairs and Machinery & Equipment savings within lines were from savings in acquiring equipment and economy in conducting the repairs. Training opportunities were used by utilizing the credits for hosting training events. From: Account Number		r Fuel Island Dispenser u	ınforeseen failure. Aging equipment.	
13202-42223 Service Contracts 200 13202-46226 Building Repair 553 13202-48404 Machinery & Equipment 700 13202-43213 Mileage Training Meetings 400 13202-43213 Equipment Repairs 1,853 13202-46224 Equipment Repairs 1,853 Nov 7, 2013 Department Director or Supervisor - Signature Print Name James Paggioli 117/13 Date Reviewed Chief Financial Officer 1 3 3 Date Approved First Selectman Date Approved Board of Selectmen Clerk 1 2 3 3 3 3 4 4 4 Date Approved Board of Selectmen Clerk 1 2 3 3 4 4 2 4 4 4 3 4 4 4 4 4 5 5 6 6 7 7 7 8 7 9 7 1 9	Available	service contract items, Building Repairs and M acquiring equipment a	(i.e. parts cleaner service and oil water so achinery & Equipment savings within lin nd economy in conducting the repairs.	eparator cleaning), nes were from savings in
13202-46226 Building Repair 553 13202-48404 Machinery & Equipment 700 13202-48213 Mileage Training Meetings 400 13202-46224 Equipment Repairs 1,853 Nov 7, 2013 Department Director or Supervisor - Signature Print Name James Paggioli 11/7/, 3 Date Reviewed Chief Financial Officer 11/3/3 Date Approved First Selectman Date Approved Board of Selectmen Clerk	From:	Account Number	Account Name	Amount
13202-48404 Machinery & Equipment 700 13202-43213 Mileage Training Meetings 400 7b: 13202-46224 Equipment Repairs 1,853 Nov 7, 2013 Department Director or Supervisor - Signature Print Name James Paggioli 7177, 3 Date Reviewed Chief Financial Officer Date Approved First Selectman Date Approved Board of Selectmen Clerk		13202-42223	Service Contracts	200
Mileage Training Meetings 400 Th: 13202-43213 Equipment Repairs 1,853 Nov 7, 2013 Department Director or Supervisor - Signature Print Name James Paggioli (1/7/13 Date Reviewed Chief Financial Office) Date Approved First Selectman Date Approved Board of Selectmen Clerk		13202-46226	Building Repair	553
Mileage Training Meetings 75: 13202-46224 Equipment Repairs 1,853 Nov 7, 2013 Date Requested Print Name James Paggioli 1177/13 Date Reviewed Chief Financial Officer Print Selectman Date Approved Board of Selectmen Clerk		13202-48404	Machinery & Equipment	700
Date Requested Print Name James Paggioli Chief Financial Officer Date Approved Date Approved Board of Selectmen Clerk	E6 :	13202-43213	Mileage Training Meetings	400
Date Requested Print Name James Paggioli And Approved Date Approved Date Approved Date Approved Board of Selectmen Clerk	To:	13202-46224	Equipment Repairs	1,853
Date Approved Date Approved Date Approved Date Approved Date Approved Board of Selectmen Clerk		Date Requested D		Signature
Date Reviewed Chief Financial Officer 1	ſ		Print Name James Paggioli	annih menganangan persamanan panggan penggan penggan penggan bahasan penggan bahasan penggan penggan penggan p
Date Approved Date Approved Board of Selectmen Clerk	Į	and a construction of the particle and a construction of the const	hief Financial Officer	
Date Approved Board of Selectmen Clerk	Ţ	11 /13/13 Date Approved	may h	
11/20/13 Series	.[rst seleculian	
11/20/13 Le mai De		Date Approved B	oard of Selectmen Clerk	ra artea (k. a.) 5. 2. sanete Persona (h. 1907) (1907) (h. 1908) (h. 1907)
Date White A Roard Of Finance Fierk	Ţ	11 20 3 — Date Approved Bo	pard of Finance Clerk	

General Fund

Departme	nt: Fleet Maintenanc		
Reason fo Request:	Increase of use in e	lectricity during FY 12-13	\$
Reason for Available Funds:	r Line Items exhibite service contract ite Less Heating/Propa	d savings due to this single year having les ms, (i.e. parts cleaner service and oil water ne utilizied	is required maintenance on separator cleaning),
From:	Account Number	er Account Name	Amount
	13202-42223	Service Contracts	883
	13202-45221	Fuel/Heating	1,490
		de la companya del companya del companya de la comp	tarana kalangan kan sa
To:	13202-45622	Electricity	2,373
	And a consequence of the second secon		
	Nov 7, 2013 Date Requested	Department Director or Supervisor	- Signature
	ulthis	Print Name James Paggioli	
·	Date Reviewed	Chief Financial Officer	7
	Date Approved	Jny M First Selectman	
Ĩ	Date Approved Date Approved	Board of Selectmen Clerk Board of Finance Clerk	

General Fund

Departme	nt: Fleet Maintenance		
Reason fo Request:	r Differential increase	e in fuel distribution.	
Reason for Available Funds:	Minor savings in lin	e item.	
From:	Account Number	Account Name	Amount
	13202-42323	Protective Clothing & Safety Equip.	103
	1		
	Personal and the communication of the contraction o	Facility of the state of the st	
То:	13202-46390	Vehicle Maintenance & Fuel	103
			The state of the s
	Nov 7, 2013 Date Requested	Mark	
	Date Requested	Department Director or Supervisor - Sig	nature
		Print Name James Paggioli	malanatus para para para para para para para par
	11/13	h Mari	
	Date Reviewed	Chief Financial Officer	
	Date Approved	First Selectman	
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ı	1 - 1 -	St -	
l,	11/2015	Lancate	
	Date Approved	Board of Finance Clerk	

General Fund

Departmer	nt: Fleet Maintenance		
Reason for Request:	Minor overage on a testings.	nnual contracts required by Labor agreemen	ts and required CDL drug
Reason for Available Funds:	Line items exhibited service contract iten	l savings due to this single year having less re ns, (i.e. parts cleaner service and oil water sep	equired maintenance on arator cleaning),
From:	Account Numbe	r Account Name	Amount
	13202-42223	Service Contracts	34
	13202-42223	Service Contracts	87
Го:	13202-44208	Professional Services	34
	13202-44238	Uniform Rentals	87
		10. S	
	Nov 7, 2013 Date Requested	Department Director or Supervisor - S	Signature
	į	Print Name James Paggioli	
	11/2/13	In May Copy	<u> Santa da la trada da la trada da la trada de la trad</u>
9	Date Reviewed	Chief Financial Officer	
	U//3//3 Date Approved	First Selectman	
	Date Approved		(militaria) (milit
ï	11/2 all 3	Board of Selectmen Clerk	
j	Date Approved	Board of Finance Clerk	

General Fund

Departme	nt: Grounds Maintenar	nce	
Reason fo Request:		ith safety rain gear and roadway OSHA complia ork outside of park properties in response to Sto se.	
Reason for Available Funds:	Savings on Equipme	nt Rental due to new functioning equipment p equipment during peak seasons to meet work o	
From:	Account Number	r Account Name	Amount
	13203-44237	Equipment Rental	390
То:	13203-42323	Protective Clothing & Safety Equipment	390
		100	
	Nov 7, 2013 Date Requested	Department Director or Supervisor - Sig	nature
	ルルフ/13 Date Reviewed	Print Name James Paggioli Chief Financial Officer First Selectman	
ļ	Date Approved Date Approved	Board of Selectmen Clerk Board of Finance Clerk	

General Fund

Departme	nt: Grounds Maintena	nce	And the Continues of th	
Reason fo Request:	Damage/age of orig	inal overhead c	loor requiring unforesee	n repair at Maintenance garage.
Reason fo Available Funds:	1	nt Repair due to	new mowers purchased	I.
From:	Account Number	r	Account Name	Amount
	13203-42334	Equipmen	t Repairs	412
	Secretarian programme (Septimental Secretaria)			
			annessa an anna ann an deil de marie de se se de despressor en proprieta de se del presso de men frances de la	
				
		enal-learn? Versa measurema learning in processors continues	vergene skrivkere vertresse glitter ensembere institution vertranspellitistigt å reastinage (annotae)	- Provide an extra provide and the second and the s
To:	13203-42340	Building Re	epairs	412
		1		
				To propose activities to the contract of the c
			7	pour se constant de la constant de l
	Construction of the Construction of the Construction		/_ 4/	
	Nov 7, 2013 Date Requested	Danksmane	Director or Supervisor	r Cianoturo
	Date Nequested	Department	onector or Supervisor	Signature
		Print Name	James Paggloli	and diggs in the constraint and part of a fact of the constraint constraint.
		1. 11		
	ルクリング Date Reviewed	Chief Financ	ionotehon	
!			21	<i>J</i>
ļ	1/3/13	Try/	W/	
	Date Approved	First Selectm	an	
•	Date Approved	Board of Sele	ectmen Clerk	
ĺ	المقالمة عالية	H.		en e
ı	Date Approved	Board of Fina	INQ Y)	

General Fund

Departmer	nt: Grounds Maintena	nce	
Reason for Request:	Operating Supplies phones for staff and	overage due to increased use of facilities by overage in Uniform Rental.	public. Switch to smart
Reason for Available Funds:	Need to replace brol General Fund Source reestablish turf in ov	ken equipment not a severe as anticipated c es. Note: FY 13-14 will not realize same savin er utilized fields.	during FY 12-13 from Igs due to increased need to
From:	Account Numbe	r Account Name	Amount
	13203-42334	Grounds Maintenance Supplies	1,366
	Laboratory and Conference of the State of State		
Го <u>:</u>	13203-42340	Operating Supplies	922
	13203-44238	Úniform Rentals	350
	13203-45216	Telephone	94
	Nov 1, 2013	and and	
l	Date Requested	Department Director or Supervisor -	Signature
		Print Name James Pag 6:00	ala ang mang mang mang mang mang mang mang
	11/7/13	nmark	
	Date Reviewed	Chief Financial Officer	
	N 13/13 Date Approved	_9n/1/	
Γ	Date Approved	First Selectman	
ļ ř	Date Approved	Board of Selectmen Clerk	
,	Date Approved	Board of Finance Clerk	

General Fund

Departmer	nt: Grounds Maintenar	nce	
Reason for Request:	Cover Overage in Ov leagues and events.	rertime Account due to increased use of facilitie	es on Weekends by
Reason for Available Funds:		seasonal employees.	
From:	Account Number	Account Name	Amount
	13203-40105	Contractor-Temporary Occasional	2,817
	September 1997	Variable in the second	
			La constant de la con
	and the state of t		e palagangan menggunga perikanan menengangkan didikan menengan didikan
т.		<u> </u>	
То:	13203-40103	Overtime	2,817
	and the second s	A plane of the control of the contro	
	Construencial desirabilità del desirabilità del construencia del construen		Equipment and any of the left help of the second territories and the second territories and the second
	Nov 1, 2013	Mond	
	Date Requested	Department-Director or Supervisor - Sig	nature
		Print Name JAMES PAGGIO	
	<u> </u>	1	Annual sand all an are strikted treet at attrice to
	ルレス/13 Date Reviewed	White	
ı	Date Reviewed	Chief Financial Officer	
ļ	Date Approved	Tay a	
,	Date Applioved	First Selectman	
		<u> 1888 - Santa Baran, ann an an</u>	
	Date Approved	Board of Selectmen Clerk	
	11/20/13	- Dene Da	
•	Date Approved	Board of Finance Clerk	

General Fund

Departme	ent: Highway - Snow I	Removal	
Reason fo	Or Professional Servic share of aid), and M	es (Contractors) in that was not reimburs March 8th Snow Storm.	able by FEMA (i.e. 25% Town
Reason fo Available Funds:	Or Snow Budget: Savi Highway - Prudent Regular Payroll	ngs in Line Items Reserve for Emergency Situations & Work	ers Compensation Offset of
From:	Account Numb	er Account Name	Amount
	13201-40101	Regular Payroll	25,297
	13201-42340	Other Purchased Supplies	8,100
	13204-42333	Sand Salt & Gravel	5,390
2	13204-42340	Other Purchased Supplies	11,700
To:	13204-44208	Professional Services	50,487
	Nov 1, 2013 Date Requested	Department Director or Supervisor	
		Print Name James Paggioli	did the about Miller of the State of the presence of the presence of the state of t
	11/1/13	In Mignet	
	Date Reviewed	Chief Financial Officer Street Management of the Chief Financial Officer First Selectman	
	Date Approved	Board of Selectmen Clerk	
ļ	Date Approved	Board of Finance Clerk	

General Fund

Departme	nt: Highway - Snow R	emoval	
Reason for Request:	Overtime Excess in March 8th Snow Sto	that was not reimbursable by FEMA (i.e. 25 orm.	% Town share of aid), and
Reason for Available Funds:		on Offset of Regular Payroll	
From:	Account Numbe	r Account Name	Amount
;	13201-40101	Regular Payroll	16,463
	4444		turn planting die der Verster und der der der der der der der der der de
Го:	13204-40103	Overtime	15,543
	13204-41230	FICA	920
	<u> </u>		
,	Nov 1, 2013	afly !	deministration ()
	Date Requested	Department Director or Supervisor	- Signature
		Print Name James Paggioli	ann ann ag ann an t-ainm an t-ainm an t-ainm ag an t-ainm ag an t-ainm ag an t-ainm an t-ainm an t-ainm an t-ai
	11/1/13	nma .	
	Date Reviewed	Chief Financial Officer	
Ţ	1/3/13	mon	
: r	Date Approved	First Selectman	
L	Date Approved		
٢		Board of Selectmen-Clerk	
1	Date Approved	Board of Finance Clerk	
	Service	Don's or i morrow with	

General Fund

Departme	ent: Facilities- Grounds	Maintenance	
Reason fo Request:	or Original Budget of \$4 with a replacement of	4000 inadequate for annual funding of repair cost of 8 million dollars. This represents 0.05%	s of a 20 year old structure o of replacement costs.
Reason fo Available Funds:	or Savings within line ito	ems.	
From:	Account Number	Account Name	Amount
	13205-46390	Vehicle Maintenance and Fuel	600
	13205-45216	Telephone	790
	13205-41230	FICA	710
То:	13205-44226	Bullding Repairs	2,100
	Nov 1, 2013	Hand	
	I was a second s	Department Director or Supervisor - Si	gnature
		Print Name James Paggioli	
	11/7/13 Date Reviewed	M M Chief Financial Officer	
	11/3/13	Sirst Selectman	·····
	Date Approved	Board of Selectmen Clerk Board of Finance Clerk	

General Fund

Departme	nt: Facilities- Grounds	Maintenance				
Reason fo Request:	Aging Systems, Non automated, repaired in order to bring systems to operational condition prior to building automation and required building environmental standards.					
Reason fo Available Funds:	1	quipment) required limited repairs. Savings	within line item.			
From	Account Numbe	r Account Name	Amount			
	13203-46390	Vehicle Maintenance and Fuel	7,482			
	A second					
	America Carlos mandenarios como esta constitución de constituc	nicidades - Indiana de la constitución de la consti	and the second s			
To:	13205-44223	Service Contracts	7,482			
	4					
	The state of the s	interest to the second				
		1/1/1/10	managed. The day are one of the state of the			
	Nov 1, 2013	May X				
	Date Requested	Department Director or Supervisor -	Signature			
		Print Name James Paggioli				
	11/13	n Man CF	<u> </u>			
	Date Reviewed	Chief Financial Officer				
	Date Approved	my/n/				
1		First Séléctman				
	Date Approved					
,		Board of Selectmen Clerk				
	11/20/13	Dena Da				
	Date Approved	Board of Finance Clerk				

General Fund

Departme	ent: Facilities		
Reason fo Request:	Paint supply line It	em not sufficient to cover two projects per yea	ar for town wide facilities
Reason fo Available Funds:	1	t utilized in FY 12-13	
From:	Account Numb	er Account Name	Amount
	13205-44231	Advertising	499
	13205-42331	Custodial / Maintenance Supplies	68
			description of the second of t
Го:	13205-42332	Paint and Paint Supplies	507
	Manager d way a gan days pa bola ya ndahipa ananayen sansasa.		
	Nov 1, 2013 Date Requested	Department Director or Supervisor - S	ignature
		Print Name James Paggioli	
	11/7/13 Date Reviewed	Musical Officer	
	11/3/13 Date Approved	Say M	
	Date Approved	Board of Selectmen Clerk	
	Nate Approved	Board of Finance Clerk	

General Fund

Departm	ent: Facilities			
Reason f Request:		ortfall in FY 12-	13 estimate of Electrical U	se .
Reason for Available Funds:		ng Oil use,		
From:	Account Numbe	r	Account Name	Amount
	13205-45221	Fuel / Hea	ting	3,171
				· · · · · · · · · · · · · · · · · · ·
		Careful different deinaberonist.	and contrast on a principle of the section and annual field and an annual field and an annual field and annual field annual field and annual field an	
		Approximate and court and court	File of Productive State (State State Stat	
T - 3	·			
То:	13205-45622	Electricity	Non-Heat	3,171
				200 har this is now to a first debut of Colonia and Archivers of the second of the sec
	The properties on the province and a second decomposition of the following sections of the second sections of the section sections of the second sections of the second sections of the second section sections of the second sections of the second sections of the second sections of the section sections of the section section section sections of the section section section sections of the section s	to the second consequence is a second	as window charactering to province of a second control of the second control of the design for a second	September of the constitution of the constitut
			San Art Particular Control	
	Nov 1, 2013	Sh	and a	The control of the co
	Date Requested	Department I	Director or Supervisor	- Signature
		Print Name	James Paggioli	
		11	kun meterdaji artimeterdaji ogʻa mojas, saspropsilar arabanopisis debaquar ar estem siri. Lasari	ar var vertregt, er en varge antegert en vertret verster for province representations, and accounty represent
	Date Reviewed	un	2 / 2	
	Date Keylewed	Chief Financi	al Officer	
	U) 3 3 Date Approved	First Selectm	for	
	A TOTAL CONTRACTOR AND	rnsi Selecun	an	
ļ	Date Approved	<u> </u>		
·	ame and the deliver	Board of Sele	ctmen Clerk	
	11/20/13.	<u>, 30</u>	wa an	
	Date Approved	Board of Fina	nce Clerk	The Artist Control of the Control of

General Fund

Departme	nt: Facilities		
Reason fo Request:	Г Minor Year end adjust Sandy by Facility Man	tment to overtime and regular payroll utiliz ager	ed in response to Storm
Reason for Available Funds:	1	of former employee retirement contribution	1.
From:	Account Number	Account Name	Amount
	13205-41230	FICA & Retirement	514
		7 (1) (1) (1) (1) (1) (1) (1) (1) (1) (1)	
		Particular political control and an analysis of the second	
	The large and the second secon	and the state of t	Anni distributa di prodes peru i piendo distributa per peru pi aprintigue con principe con entro de la
Го:	13205-40101	Regular Payroll	148
	13205-40103	Overtime	366
		10.0	a remain de de la proposition de commune company de promise and propriation and a commune commune and service of the commune c
	Nov 7, 2013 Date Requested	Department Director or Supervisor - S	Signature
		Print Name James Paggioli	
		7. 11. (See See See See See See See See See Se	Monte de la marche de la companya de la companya de la constituir de la co
	ロイフイン Date Reviewed で	Chief Financial Officer	
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	Date Approved E	Board of Selectmen Clerk	
Í	11/20/13	Diesanto	
l.	Date Approved E	Board of Finance Clerk	

General Fund

Departme	nt: Facilities		
Reason fo Request:	Employee is requir with budget	ed to be provided OSHA compliant foot ware not	previously included
Reason for Available Funds:	Minor savings in lin	e item.	
From:	Account Number	er Account Name	Amount
	13205-42331	Custodial and Maintenance Supplies	278
Го:	13205-42323	Protective Clothing and Safety Equipmen	278
	· dela untrodicalización del aporte del aporte del del del que come escri secricación (co _{sis} si spray).		
į	Nov 1, 2013 Date Requested	Department Director or Supervisor - Sign	Jature
		Print Name James Paggioli	
	11/7/13 Date Reviewed	M M Chief Financial Officer	magan and an anthritism grows and an annual and a group an angular and figure and a second and a second and an
	[[]]] Date Approved	In m	
		First Seléctman	
į		Board of Selectmen Clerk	
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General Fund

Departme	nt: Transfer Station						
Reason fo Request:	Overage in Uniform Rental due to damaged uniforms and work actually conducted while wearing them.						
Reason for Available Funds:	Switch from Water Service Provider to Store Bought Bottled Water.						
From:	Account Number	er Account Name	Amount				
	13601-44223	Service Contracts					
		attential and an analysis and a testing property and a superior of the superio					
Го:	13601-44238	Uniform Rental	157				
:	Towns in the control of the control						
-1	Nov 1, 2013	al and	ed Contractive and the con				
· •	Date Requested	Department Director or Supervisor - Si	gnature				
Ĭ	11/7/13	Print Name James Paggioli May	article on a grant attention to the contract of the standard contract o				
į	Date Reviewed	Chief Financial Officer					
j	U/13//3 Date Approved	In M. First Selectman					
	Date Approved	Board of Selectmep-Glerk					
Ĺ	N 20 (C) Date Approved	Board of Finance Clerk					

General Fund

Departme	ent: Transfer Station -Hi	ghway		
Reason fo Request:	harbooloof toololoo witch fills datus a function of the contraction of			The JD 710 is the only e) with the weight and
Reason fo Available Funds:	r Since the repair was within the Departme	known to be re nt was obtaine	quired, offsetting savings w d.	rithin the same line Item
From:	Account Number	•	Account Name	Amount
	13201-46390		aintenance and Fuel	15,127
	* Language and the second seco	L		- Control of the cont
To:	13601-46390	Vehicle Ma	intenance and Repair	15,127
	The second secon			en fra des E
)	photosphically and parameters of the administrative and a second design of
		- (11)		
	Nov 1, 2013 Date Requested	C/Y	2 miles	
	naie vednesien	nebarment i	Director or Supervisor -	Signature
		Print Name	James Paggioli	
	11/1/13	Zi Ma	W. C.	
	Date Reviewed	Chief Financi	al Officer	
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'	Date Approved	First Selectm	an J	
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		Board of Sele	ctmen Clerk	
I	11/20/13 -	ette,	uo Da	<u> </u>
·res	Date Approved	Board of Fina	nce Clerk	

General Fund

Departme	ent: Transfer Station		
Reason fo Request:	amount, i.e. days off	ue to contractual obligations being greater t by contract that employees assigned to trar d by employees that are receiving a rate of 1	sfer station result in the
Reason fo Available Funds:	I am a Nove	nt fund offsetting regular hours, and transpor	tation savings.
From:	Account Number	- Account Name	Amount
	13601-40101	Regular Payroll	1,804
	13601-43212	Transportation	2,431
			Protection of contraction of the
To:	13601-40103	Overtime	4,235
ķ	Nov 7, 2013	Mark	
	Date Requested	Department Director or Supervisor - S	ignature
		Print Name James Paggioli	
	Date Reviewed	M M Chief Financial Officer	
	11/3/B	Jage M. First Selectman	
1	11/20/13	Board of Selectmen Clerk	
,	Date Approved	Board of Finance Clerk	

General Fund

Departme	nt: Transfer Station		
Reason fo Request:	Household Hazardous Waste Collection is a "per person - per town" unit charge. The Town pays for not only all of our Town residents at the HHW collection day hosted in Colchester, st: but also all Town residents going to other town's collection at other dates through out the year. There has been an increased participation at the year long events.		
Reason for Available Funds:	1	savings due to FEMA reimbursement of wo	od chipping costs.
From:	Account Number	Account Name	Amount
	13601-44208	Professional Services	6,365
			proceedings of the second seco
	. Te procession de la manage que anno a la prime de la prime de proprieta de la proprieta de 	trans — D _a men a same	** ** ** ** ** ** ** ** ** ** ** ** **
То:	13601-46228	Household Hazardous Disposal	6,34.5
			a a manga di sapatangangangangan an pangangangangan an ana ana ang ana ang ana ang ang
		12 -0	
	Nov 7, 2013 Date Requested	D. J. Disabasas Superior	81
	Date Requested	Department Director or Supervisor -	Signature
	*	Print Name James Paggioli	to the strip of the property of the strip of the property of the property of the strip of the st
	[1:1:3:2:2]	7. Marie	
į	パープルス Date Reviewed	Chief Financial Officer	
Í	5 1 5 12	On One	
ļ	Date Approved	2m/h/	<u> </u>
34		First Selectman	
			tagaga a sa
***	Date Approved	Board of Selectmen Clerk	
Γ	11/20/13	- Rough	
ŗ	Date Approved	Board of Finance Clerk	The state of the s

General Fund

Departme	ent: Parks & Recreation	2 (14 (23 1)), km ki ki (15 (4 (2 (3 (2 (3)	
Reason fo Request:	Additional Copies we	ere needed.	
Reason fo Available Funds:	i i	ant position was vacant for a year.	
From:	Account Number	Account Name	Amount
	15201-40101	Regular Payroll	35
			Control of the Control of the Control of the Control of
То:	15201-42233	Copier	35
			<u> </u>
	Sep 27, 2013 Date Requested	Department Director or Supervisor - Sign	nature
	<u></u>	Print Name Cheryl Hancin	
	Date Reviewed	Chief Financial Officer	
Ž.	Date Approved	First Selectman	<u> Andrewski i Angelia i Angelia and Angelia and Angelia i Angelia i Angelia and Angelia and Angelia and Angelia</u>
	Date Approved	Pour of Soleotman Class	· · · · · · · · · · · · · · · · · · ·
Ì	11/20/13	Board of Selectmen Clerk	
•	Date Approved	Poard of Finance Clark	

General Fund

Departme	nt: Parks & Recreation)	<u> </u>
Reason for Request:	The fee to print the Norwich Bulletin we	Colchester Connections increased due to a char ent under.	nge in provider when the
Reason for Available Funds:	i	stant position was vacant for a year.	Talanaga a antara kida wasa kita kita antara kida a Tanana kida liba a Tanana kida liba a Tanana kida a Tanana
From:	Account Number	er Account Name	Amount
	15201-40101	Regular Payroll	102
	transfer of the second	to the second	- A
	Land to the second of the seco		geting one on the one of the contraction of the con
Го:	15201-44232	Printing and Publications	102
,			
			.
	Sep 27, 2013	(dd	
	Date Requested	Department Director or Supervisor - Sig	nature
		Print Name Cheryl Hancin	
	10/10/13	7, 1/2,	
ļ	Date Reviewed	Chief Financial Officer	
i	11/13/k	92 ds/	
4	Date Approved	First Selectman	
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1.	Date Approved	Board of Selectmen Clerk	maist siring his had still he without their survivors
Γ	ula alia	H. S.	<u> </u>
j	Date Approved	Passed of Finance Clork	

General Fund

Departme	ent: Parks & Recreation	Singapanan da manapanan manapanan manapanan manapanan da manapanan da		
Reason fo Request:	The telephone use and	bills increased and the fees to u	ise WIFI increased	a garaga a a a a
Reason fo Available Funds:		it position was vacant for a year.	elevel die Vol. I. S. S. Salain de S. Salain de verminnen en en en eleven au en en eleven eleven eleven eleven	gegarden sekklenssingsgrap
From:	Account Number	Account Name	Amour	ıt
	15201-40101	Regular Payroll	177	
			W. W. Come and accept an accept and accept accept and accept and accept and accept and accept and accept accept and accept accept and accept accept and accept and accept acce	
То:	15201-45216	Telephone	177	
		Providence and the second seco		
	Sep 27, 2013	Ch-		· .
	Date Requested D	epartment Director or Super	rvisor - Signature	
		rint Name Cheryl Hancin		•
-1	Date Reviewed C	hief Financial Officer	<u> </u>	
	Date Approved Fi	Dy/In/ rst Selectman	······································	
, and a second s	11/20/B -	pard of Selectmen Clerk	2	

General Fund

Departme	ent: Parks & Recreation		
Reason fo Request:	Former sound system 57 Fest, Ghost run and	used for Special Events such as Holiday Hon other events failed.	necoming, Trick or Trunk,
Reason fo Available Funds:	r Funds budgeted for sta Dept. instead at no cos	age rental were not used. A stage was borro it.	wed from the Facilities
From:	Account Number	Account Name	Amount
•	15201-44237	Equipment Rental	1,673
			The state of the s
То:	15201-48404	Machinery & Equipment	1,673
	-		
	Sep 27, 2013	Operatment Director or Supervisor - Signature	gnature
	F	Print Name Cheryl Hancin	· · · · · · · · · · · · · · · · · · ·
į	/パタ/パラ Date Reviewed C	hief Financial Officer	
	Date Approved	Indular Irst Selectman	
ļ	Minimum of The Company of the Compan	च्याच्याच्याच्याच्याच्याच्याच्याच्याच्या	
	Date Approved Bo	oard of Selectmen Clerk	
ļ	Date Approved Bo	pard of Finance Clerk	

General Fund

Departmer	nt: Parks & Recreation		
Reason for Request;	Cost for replacemer	nt of office furniture (broken desk, credenza and	shelving unit)
Reason for Available Funds:	Funds budgeted for Dept. Instead at no o	stage rental were not used. A stage was borrow cost.	ved from the Facilities
From:	Account Numbe	r Account Name	Amount
	15201-44237	Equipment Rental	768
	,		
To:	15201-48416	Office Equipment	768
	Sep. 27, 2013	T. A. T.	
	Date Requested	Department Director or Supervisor - Signature Print Name	nature
	Date Reviewed	Chief Financial Officer First Selectman	
	Date Approved	Board of Selectmen Clerk Board of Finance Clerk	

General Fund

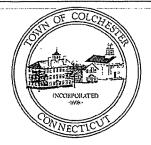
Departmer	nt: Parks & Recreation	·	
Reason for Request:	Purchase of items to extension cords)	o assist with holding registration outside of the c	office (folding table &
Reason for Available Funds:	1 .	stant position was vacant for a year.	
rom:	Account Number	er Account Name	Amount
:	15201-40101	Regular Payroll	209
		3	The second secon
o;	15201-42301	Office Supplies	209
	Sep 27, 2013		
-9.	Date Requested	Department Director or Supervisor - Sign	nature
		Print Name Cheryl Hancin	and the second s
]	ルクル3 Date Reviewed	Chief Financial Officer	harinin karangan dan 1866 dan
	U/IS/IS Date Approved	First Selectman	gamen and a specimental and a second of the
<u> </u>	Date Approved	Board of Selectmen Clerk	
-	Date Approved	Board of Finance Clerk	

General Fund

Departme	nt: Parks & Recreation	1	
Reason fo Request:	anticipated due to	contracted software is transaction based, Costs vincreased transactions. Iet rentals for Town-wide Special Events	were higher than
Reason for Available Funds:	1	stant position was vacant for a year.	
From:	Account Number	er Account Name	Amount
	15201-40101	Regular Payroll	1,138
Го:	15201-44223	Service Contracts	1,138
	Sep 27, 2013 Date Requested	Department Director or Supervisor - Sig	ınature
1	ルレフル3 Date Reviewed	Print Name Cheryl Hancin Chief Financial Officer	
- mare - retain and appearance - 1 and	/ 3 3 Date Approved	First Selectman	
ſ	Date Approved Date Approved	Board of Selectmen Clerk Board of Finance Clerk	

General Fund

Departme	ent: Parks & Recreation		
Reason fo Request:	or Travel costs by Recrea trainings. Mileage cost staff.	tion staff to cover programs, weekend co increased as town car was no longer av	ommunity events and ailable for use by Recreation
Reason fo Available Funds:		nt Position Vacant for 1 year	
From:	Account Number	Account Name	Amount
	15201-40101	Regular Payroll	2,733
То:	15201-43213	Mileage, Training, Meetings	2,733
	Sep 27, 2013 Date Requested D	epertment Director or Supervisor -	Signatura
	ि ६००	Print Name Cheryl Hancin	oignature
	// /7//3 Date Reviewed	M My Coff	
-reson of the street gravity and	Date Approved	hief Financial Officer My / // rst Selectman	
	Date Approved Bo	pard of Selectmen Clerk	
	Date Approved Po	Dinosa	



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Tri-Board Special Meeting Board of Selectmen, Board of Education, Board of Finance December 11, 2013, Minutes Town Hall, 127 Norwich Avenue Room 1



COLCHESTER, CT

Members of the Board of Selectmen Present: First Selectman Gregg Schuster, Selectmen Rosemary Coyle, Mike Caplet, and Denise Mizla.

Members of the Board of Selectmen Absent: Selectman Stan Soby.

Board of Finance Members Present: Chairman Rob Tarlov, John Ringo, Art Shilosky, and Rob Esteve.

Tom Kane at 7:08 p.m.

Board of Finance: Members Absent: James McNair, III.

Board of Education Members Present: Chairman Ronald Goldstein, Brad Bernier, Mary Tomasi, Michael Voiland, Donald Kennedy at 7:05 p.m.

Board of Education Members Absent: Michael Egan, Mitchell Koziol.

Others Present: Superintendent of Schools Jeffery Mathieu, Chief Financial Officer Maggie Cosgrove, School Operations Ken Jackson, Building Committee Chair Tom Tyler, and other citizens.

1. CALL TO ORDER

Selectman Schuster called this Special Meeting of the Board of Selectmen to order at 7:00 p.m. Chairman Tarlov called this Special Meeting of the Board of Finance to order at 7:00 p.m. Chairman Goldstein called this Special Meeting of the Board of Education to order at 7:00 p.m.

2. CITIZEN COMMENTS

None received.

3. DISCUSSION AND POSSIBLE ACTION ON WIJMS RENOVATION, SENIOR CENTER AND YOUTH CENTER

Selectman Schuster provided the Board members with a tally of the recent survey of voters at the November

election sites regarding the proposed William J. Johnston Middle School (WJJMS), Senior Center and Youth Center project.

Chairman Goldstein stated that the consistent theme was that the school project needed immediate Attention and he feels the school has support to move ahead.

A. Shilosky noted that the three part project failed and the projects need to move forward at separate locations.

D. Kennedy and T. Kane arrived at the beginning of this discussion.

Discussion followed regarding the separation of the school and senior center/community center projects. Selectman Schuster stated that the proposed suggestions from citizens for the location of the senior center be reviewed and further study done to address the needs of a new center.

First Selectman Schuster asked if anyone was in disagreement to move forward with the WJJMS Project

No disagreement was voiced.

Motion by D. Mizla to call a Town Meeting on Thursday, January 16, 2014 at 7:00 p.m. at Town Hall to discuss and vote upon amending the motion passed at the June 29, 2011 Town Meeting which established building committee to:

Establishing a seven-member Building Committee for the construction of a middle school as the site of the existing William J. Johnston Middle School, to include renovation of existing spaces, demolition of existing spaces, and new construction, all as determined appropriate by the Building Committee. Said project may also include allocation of space for general town use, as determined appropriate and available by said Building Committee;

Authorizing said building Committee to oversee, coordinate and supervise all aspects of the planning and construction process, including selection of architect and other consultants, choice of contractor, development of project documents and supervision of construction through completion and final acceptance by the Town;

Authorizing the Board of Education to prepare schematic drawings and specifications for the school portion of said project;

Authorizing the Board of Education to file a grant application with the State of Connecticut for the school portion of said project.

Second by: M. Caplet.

Vote: Unanimously APPROVED.

4. CITIZEN COMMENTS

Arthur Liverant stated there is a ground swell of support to turn the Jack's Chevrolet property into a Senior/Community Center. A. Liverant feels this is the most important piece of property available in the center of town and if the Senior Center is put on hold for two years, it may not be available. A. Liverant asked the Board members to think about this as it affords the town a great opportunity.

John Malsbenden agrees that this site is well within the interest of the Town, but is it an appropriate site for a Senior Center? There are environmental cleanup issues to take a seriously hard look at. J. Malsbenden added that to move forward with the Senior Center/Community Center, the school project must be well off the ground.

Tom Tyler agrees that the school and senior center should be separate sites and asked the Boards to be mindful of the condition of the current youth center. T. Tyler feels the survey is not representative as some felt the questions were unclear. He suggested using the same architect from the previous building committee to save time and money.

5. ADJOURNMENT

T. Kane motioned to adjourn this Special Meeting of the Finance Board, seconded by A. Shilosky.

Vote: Unanimous to adjourn.

D. Kennedy motioned to adjourn this Special Meeting of the Board of Education, seconded by M. Tomasi

Vote: Unanimously to adjourn.

M. Caplet motioned to adjourn this Special Meeting of the Board of Selectmen, seconded by R. Coyle. Vote: Unanimous to adjourn.

The Chairmen of the Boards adjourned their respective meetings at 8:17 p.m.

Respectfully submitted,

Mary Jane Slade Clerk

Note: This meeting was recorded by a digital audio recording system and is available through the First Selectman 's office in accordance with the Freedom Of Information Act.