

Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Mary Bylone, First Selectman

Board of Selectmen Minutes
Meeting Minutes
Thursday, March 5, 2020
Colchester Town Hall @ 7:00pm

RECEIVED
COLCHESTER, CT
2020 MAR -9 PM 12:34
Gayle Furman
TOWN CLERK

MEMBERS PRESENT: First Selectman Mary Bylone, Taras Rudko, Denise Mizla, Denise Turner and via phone Rosemary Coyle

MEMBERS ABSENT: None

OTHERS PRESENT: Tiffany Quinn, James Paggioli, Dot Mrowka, Rob Tarlov, Gayle Furman, Kate Byroade, Sgt. Mike Rondinone

1. **Call to Order:** First Selectman (FS) Mary Bylone called the meeting to order at 7 p.m.
2. **Pledge of Allegiance**
3. **ADDITIONS AND/OR DELETIONS TO THE AGENDA:** D. Turner moved to add as 7 a. Discussion and Possible Action to enter into a contract with Silver/Petrucelli Associates for Senior Center Building Project for Phase 1 architect design services, seconded by T. Rudko. **MOTION CARRIED UNANIMOUSLY.**
4. **Citizen's Comments** – None.
5. **Consent Agenda**
 - a. **Approve minutes of the February 20, 2020 Board of Selectmen Meeting**
 - b. **Tax Abatements**D. Turner moved to approve the Consent Agenda, seconded by D. Mizla. **MOTION CARRIED UNANIMOUSLY.**
6. **Boards and Commissions – Interviews and/or Possible Appointments and Resignations**
 - a. **Possible Appointment of Lindsay Floyd to the Open Space Advisory Committee for a possible term to expire on 3/5/2023:** D. Turner moved to appoint Lindsay Floyd to the Open Space Advisory

Committee for a possible term to expire on 3/5/2023, seconded by D. Mizla. **MOTION CARRIED UNANIMOUSLY.**

b. Withdrawal of Application from Steven Durel from the Planning and Zoning Commission.

- 7. Discussion and possible action to approve an appropriation from Unassigned Fund Balance in the amount of \$46,991 to Transfer to Capital Funds – Senior Center Building Project for Phase I architect design services:** R. Coyle moved to approve an appropriation from Unassigned Fund Balance in the amount of \$46,991 to transfer to Capital Funds – Senior Center Building Project for Phase 1 architect design services. D. Mizla seconded. **MOTION CARRIED UNANIMOUSLY.**

- a. Discussion and Possible Action to enter into a contract with Silver/Petrucelli Associates for Senior Center Building Project for Phase 1 architect design services:** D. Turner moved that the Board of Selectmen award Phase 1 of the RFP 2019-12 Request for Qualifications & Proposals for Architectural and Engineering Services for Proposed Colchester Senior Center, to Silver/Petrucelli Associates for the amount of \$46,991 as listed in the accordance with the response to RFP 2019-12. Furthermore that the Board of Selectmen Authorize the First Selectman to enter into a contract, as specified within the RFP 2019-12 documents with Silver/Petrucelli Associates for items listed in Phase 1 of the RFP 2019-12 for the amount \$46,991 and to sign all necessary documents. Seconded by D. Mizla. **MOTION CARRIED UNANIMOUSLY.**

- 8. Discussion and possible action to approve a budget transfer in the amount of \$30,827 for repairs to Fire Apparatus:** R. Coyle moved to approve a budget transfer in the amount of \$30,827 for repairs of Fire Apparatus, seconded by D. Mizla. Discussion continued to understand how long the amount approved would carry the Fire Department. The Fire Department Focus Group has been formed to address staffing, equipment and paramedic program and will be bringing forward recommendations. The goal is to make repairs with the money transferred and return the loaned truck from Clinton. **MOTION CARRIED UNANIMOUSLY.**

- 9. Discussion and possible action to approve new copier leases for Cragin Library:** Existing copiers were in the end of a contract extension and had a critical failure. The company recommended by the Library Director, Kate Byroade supplies a JamX coin box, which no other company offers and is necessary for a public copier. D. Turner moved to approve and authorize FS to sign the lease, seconded by D. Mizla. **MOTION CARRIED UNANIMOUSLY.**

10. Discussion and Possible Action to approve a budget transfer for temporary leave coverage for

position of Recreation Supervisor - R. Coyle moved to approve a budget transfer for temporary leave coverage for position of Recreation Supervisor, seconded by D. Mizla. **MOTION CARRIED UNANIMOUSLY.**

11. Old Business

a. Resolution Relating to Regional Performance Incentive Program Grant Applications by SCCOG:

R. Coyle moved to approve the Resolution relating to Regional Performance Incentive Program Grant Applications by SCCOG, and authorize the First Selectman to sign necessary documents, seconded by D. Turner. **MOTION CARRIED UNANIMOUSLY.**

12. CITIZEN'S COMMENTS – None

13. FIRST SELECTMAN'S REPORT –

- A. The Board of Finance authorized the transfer of \$30,780 from equipment reserve funds to replace 5 laptops, mounts and modems work to be done by fleet staff.
- B. Software that was purchased several years ago for fleet tracking but was just installed a few weeks ago. Coming across items that we have spent money and in some cases time into, but are not reaping the benefits of. Will continue to bring these items to the attention of the board as explain why things aren't happening or why more resources are needed.
- C. OpenGov – There is a link on the bottom of the home page of town site, have also added a link on the budget page. OpenGov still isn't working the way we would like, but we continue to work toward a resolution.
- D. We have applied for a UCONN intern who could possibly dedicate their time to OpenGov to bring it to the functionality we need.

14. LIAISON REPORTS – D. Mizla attended the Parks and Recreation Committee. There will be a

Fields Forum on March 12 at 7 p.m. at Town Hall. There will be no 57 Fest. Looking for alternate events for fireworks, possibly done during Trick or Trunk.

D. Mizla reported the **Youth Services Advisory Board** discussed that the Youth Center Building is in need of repairs and exterior cleaning. Community Wellness Fair will be in April.

D. Turner had none to report

R. Coyle had none to report

T. Rudko had none to report

M. Bylone attended the **Police Commission Meeting** on Monday, Feb. 24 and Officer Edwards was promoted to Sergeant.

15. ADJOURN – D. Mizla motioned to adjourn, seconded by T. Rudko. **MOTION CARRIED UNANIMOUSLY**

Please see the minutes of future meetings for any corrections hereto.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Heide Perham', with a stylized flourish at the end.

Heide Perham
Executive Assistant to First Selectman



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Mary Bylone, First Selectman

February 27, 2020

At 2:10 p.m., on Thursday, Feb. 27, I called Steven Durel who had been appointed to the Planning and Zoning Commission to find out if he was still interested in the position as a letter had been sent to him and he hadn't come in to be sworn in. He indicated that he was having some family problems and was going to have to "pass." I thanked him for letting us know and indicated we would repost the vacancy.

Heide Perham

FY 19/20

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Transfers

Reason for Request: Appropriation from General Fund Unassigned Fund Balance and associated transfer of funds to a Capital Fund for the Senior Center Building Project for architectural design services

Reason for Available Funds: Appropriation from General Fund Unassigned Fund Balance

From:	Account Number	Account Name	Amount
	<u>18501-36250</u>	<u>Use of G/F Unassigned Fund Balance</u>	<u>46,991</u>

To:	Account Number	Account Name	Amount
	<u>18501-50500</u>	<u>Transfer to Capital - Senior Center</u>	<u>46,991</u>

3/2/2020
Date Requested

Mary Bylone
Department Director or Supervisor - Signature

Print Name Mary Bylone, First Selectman

3/2/2020
Date Reviewed

[Signature]
Chief Financial Officer

3/2/2020
Date Approved

Mary Bylone
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

FY 19/20

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

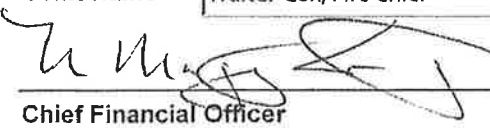
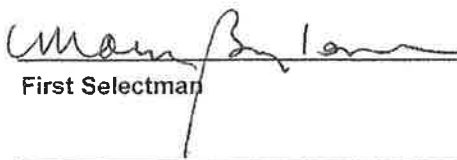
Department: Fire

Reason for Request: Repairs to fire apparatus: ET-1 (2001 HME/Central States), ET-2 (2010 Spartan/Marion), and ET-4 (1982 American LaFrance)

Reason for Available Funds: Contingency funds included in adopted budget

From:	Account Number	Account Name	Amount
	11110-50900	Contingency	30,827

To:	Account Number	Account Name	Amount
	12202-46390	Fire - Vehicle Maintenance & Fuel	30,827

Date Requested	Department Director or Supervisor - Signature
	Print Name: Walter Cox, Fire Chief
3/2/2020	
Date Reviewed	Chief Financial Officer
3/2/2020	
Date Approved	First Selectman
	Board of Selectmen Clerk
	Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

FY 19/20


Department: Parks & Recreation

Reason for Request: Temporary leave coverage for position of Recreation Supervisor for the period 3/9/2020 thru 5/15/2020 in order to continue to offer programs and prepare for day camp

Reason for Available Funds: Contingency funds included in adopted budget

From:	Account Number	Account Name	Amount
	<u>11110-50900</u>	<u>Contingency</u>	<u>7,750</u>
	<u></u>	<u></u>	<u></u>
	<u></u>	<u></u>	<u></u>
To:	<u>15201-40105</u>	<u>Recreation - Contr, Temp Payroll</u>	<u>7,200</u>
	<u>15201-41230</u>	<u>Recreation - FICA & Retirement</u>	<u>550</u>
	<u></u>	<u></u>	<u></u>

2/24/2020
Date Requested


Department Director or Supervisor - Signature

Print Name Tiffany Quinn, Recreation Director

3/3/2020
Date Reviewed


Chief Financial Officer

3/3/2020
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk