



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Bernie Dennler, First Selectman

Board of Selectmen Regular Meeting

March 7, 2024 - 7:00PM

Minutes

Colchester Town Hall Meeting Room 1 and Hybrid via Zoom

All items on the agenda are subject to possible action

Members in attendance: First Selectman Bernie Dennler, Selectmen Art Shilosky, Rosemary Coyle, Denise Turner, and Cliff O'Donal.

Others in attendance: Steve Hoffman, Fire Chief (via Zoom)

1. Call to Order

B. Dennler called the meeting to order at 7:01pm

2. Pledge of Allegiance

B. Dennler led the pledge of allegiance

3. Correspondence

Commission on Aging Biennial Report submitted by Marjorie Mlodzinski, Chair

Email from Phillip Alexander regarding proposed Silver Brook Solar Project

4. Citizen's Comments

Justin Ford, thanked the Board of Selectmen for their work so far.

Mike Dubreuil, spoke about BOE's proposal for the Bacon Academy Field, UHY Contract, Silver Brook Solar Company.

Skip Starks, spoke about capital improvement needs to address the field issues.

Luke McCoy, spoke about capital improvement plan and Colchester facilities, and the BOE's proposed turf contractor.

Krista Prince, spoke about the field improvement needs at Bacon Academy.

Deanna Bouchard, spoke about the proposed contract with Solar Brook Energy, the field turf proposal by the Superintendent

Brett Mahon, spoke about state of the fields and athletic facilities in Colchester, need for upgrades.

Sean Palmer, spoke about the immediate need for sports field improvements.

5. Consent Agenda

- a. *Approve the Minutes from Regular Meeting February 15, 2024*
- b. *Approve the Minutes from Special Meeting February 29, 2024*
- c. *Authorize the "Donate for Life" flag to be raised for two weeks beginning Monday April 8, 2024, at 10:00am, until Friday April 19, 2024, on the town green*
- d. *Authorize the Norton Park Committee to submit the 2023 Colchester Lions Club grant and authorize the First Selectman to sign all necessary documents*

A. Shilosky MOVED to approve the consent agenda. R. Coyle SECONDED. MOTION CARRIED 5:0.

6. Discuss and act on authorizing the First Selectman to sign the CT DEEP Recreational Trails Grant Program Application

R. Coyle MOVED to authorize the First Selectman to execute all required documents associated with 2024 CT DEEP Recreational Trails Grant Program application in support of multiple recreational trail development projects throughout Colchester. C. O'Donal SECONDED. MOTION CARRIED 5:0.

7. Discuss and act on authorizing the First Selectman to sign a contract with Professional Protection Systems for replacement of the fire alarm panel at Colchester Fire & EMS Headquarters

Presentation by S. Hoffman, Fire Chief regarding the replacement of fire alarm panel. December 19, 2023, storm caused a surge in the Fire and EMS Headquarters and damaged the panel.

R. Coyle MOVED to authorize the First Selectman to sign a contract with Professional Protection Systems for replacement of the fire alarm panel at Colchester Fire & EMS Headquarters and that the funds come from Capital Reserve – Building & Grounds Maintenance, pending approval from Board of Finance. D. Turner SECONDED. MOTION CARRIED 5:0.

8. Discuss and act on authorizing the First Selectman to sign the State EMS Plan Mutual Aid Agreements – Hebron

Presentation by S. Hoffman, Fire Chief

D. Turner MOVED to authorize the First Selectman to sign the State EMS Plan Mutual Aid Agreements – Hebron. R. Coyle SECONDED. MOTION CARRIED 5:0.

9. Discuss and act authorizing the First Selectman to sign a new contract with UHY LLP for consulting services with funds to come from ARPA

D. Turner MOVED to authorize the First Selectman to sign a new contract with UHY LLP for consulting services with funds to come from ARPA. A. Shilosky SECONDED. MOTION CARRIED 5:0.

10. Discuss and act on recommendations to the Board of Finance

- a. *Use of unassigned fund balance as discussed in the 2022/2023 budget development process*

R. Coyle MOVED to recommend the Board of Finance transfer \$51,598 from the unassigned fund balance to the Debt Service Fund to finance the Heavy Rescue lease payments due in FY 22-23. A. Shilosky SECONDED. MOTION CARRIED 5:0.

R. Coyle MOVED to recommend the Board of Finance transfer \$38,698 from the unassigned fund balance to the Debt Service Fund to finance the Heavy Rescue lease payments due in FY 23-24. A. Shilosky SECONDED. MOTION CARRIED 5:0.

R. Coyle MOVED to recommend the Board of Finance transfer \$165,424 from the unassigned fund balance to the Debt Service Fund to finance the Town share of the Honeywell energy project lease payments due in FY 23-24 and FY 24-25 as originally recommended by Board of Finance in the FY23-24 budget development process. A. Shilosky SECONDED. MOTION CARRIED 5:0.

11. Discuss and act to authorize the First Selectman to sign necessary documents with Silver Brook Solar regarding Amston Road proposal

B. Dennler explained the request is to sign a new non-binding LOI approved by the Town's legal counsel, as the first one signed by the former administration was expired to meet the deadline to go out to bid. The lease would be negotiated at another stage should Silver Brook win the bid. The Board will address the after-site cleanup in the lease negotiation.

C. O'Donal MOVED to authorize the First Selectman to sign the LOI and necessary documents with Silver Brook Solar regarding the Non-Residential Renewable Energy Solutions Solicitations Bid. A. Shilosky SECONDED. MOTION CARRIED 5:0.

12. Discuss and act on appointments

- a. Blight Hearing Officer
- b. Housing Authority members
- c. Economic Development Commission members

Discussion by the Board.

C. O'Donal MOVED to approve Jeff Mastrianni as Blight Hearing Officer. R. Coyle SECONDED. MOTION CARRIED 5:0.

R. Coyle MOVED to approve Jeff Mastrianni as a member on the Housing Authority as a member with a term ending 5/30/2026. A. Shilosky SECONDED. MOTION CARRIED 5:0.

D. Turner MOVED to approve Jessica Henowitz to the Economic Development Commission as a member with term ending 10/ 1/ 2024 C. O'Donal SECONDED. MOTION CARRIED 5:0.

D. Turner MOVED to approve Eric Lee to the Economic Development Commission as a member with a term ending 10/ 1/ 2028. C. O'Donal SECONDED. MOTION CARRIED. 5:0.

13. Discuss scheduling special meeting for interviews for ad-hoc committees

The Board will hold interviews in a Special Meeting Thursday March 14, 2024, 6:00pm for the Ad Hoc Recreation Committee.

14. Liaison Reports

D. Turner reported on Youth Services

A. Shilosky reported on Zoning Board of Appeals and Norton Park Committee.

15. First Selectman Report

B. Dennler reported on:

The Planning and Zoning commission approved the development of the building where the proposed Chipotle is to be constructed on Linwood Ave.

Town was awarded a DEEP grant for \$250,000 towards Norton Park.

B. Dennler along with J. Leone, Public Works Director walked Colchester to collect nip bottle litter and are brainstorming some ideas for funds currently accumulating to put towards the issue, possibly towards time for public works to pick them up.

Youth Center received some improvements; work was done internally by Facilities Maintainer. Also provided an update on work performed in the fall: the roof project exceeds what was appropriated from ARPA, may need to fund from Capital Reserve – Building & Grounds Maintenance which was the plan from previous administration.

16. Citizen's Comments

Kevin Byrne, Norton Park Commission Member, spoke about Lions club grant approval.

Deanna Bouchard, spoke about Housing Authority Title 8 Connecticut General Statute, Field Study was already done suggested to relook at it to see if another location was identified, and Executive Session rules.

Ron Silberman, spoke about nip collection funds and pollution.

17. Review of Legal Bills per Town of Colchester Budget Transfer Procedures Section 3.3

B. Dennler explained as per section 3.3 of the Budget Transfer Procedures, the First Selectman is supposed to ask the Board of Selectmen and Board of Finance for authorization to over-expend legal line items to represent the town when the budget has been reached. The policy has not been adhered to in recent years. B. Dennler shared the ending balances of legal budgets for FY22-23 that were over-expended as of June 30, 2023. He also shared the current balances of each legal budget for FY23-24 then reviewed costs incurred based on individual cases. He offered the Board the opportunity to review any bills in Executive Session, but no Executive Session was called.

B. Dennler stated his goal was to bring the Town back in to compliance with the Budget Transfer Procedures and needed a motion from the Board authorizing the Town to continue funding its legal expenses.

R. Coyle MOVED to recommend to the Board of Finance that the legal cases continue to be funded, and the First Selectman provide more frequent updates on legal, follow the policy for new cases. D. Turner SECONDED. MOTION CARRIED 5:0.

18. Adjournment

A. Shilosky MOVED to adjourn at 9:06pm. C. O'Donal SECONDED. MOTION CARRIED 5:0.

Respectfully submitted,

Taryn Scott
Executive Assistant to the First Selectman

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Transfers

Reason for
Request:

Finance Heavy Rescue lease payments due in FY 22/23 - funding was not included in adopted FY 22/23 budget with understanding that appropriation from unassigned fund balance would be requested

Reason for
Available
Funds:

Unassigned fund balance

From:

Account Number	Account Name	Amount
18501-36250	Use of Unassigned Fund Balance	51,598

To:

18501-50700	Transfer to Debt Service Fund	51,598

3/7/24
Date Requested

Bernie Dennler

Department Director or Supervisor - Signature

Print Name

Bernie Dennler, First Selectman

3/11/24
Date Reviewed

Michele Manceau
Finance Director

3/11/24
Date Approved

Bernie Dennler
First Selectman

3/11/24
Date Approved

Clayton Scott
Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Transfers

Reason for Request: Finance Heavy Rescue lease payments due in FY 23/24 - funding was was not included in adopted FY 23/24 budget

Reason for Available Funds: Unassigned fund balance

From:	Account Number	Account Name	Amount
	18501-36250	Use of Unassigned Fund Balance	38,698
			
			

To:	Account Number	Account Name	Amount
	18501-50700	Transfer to Debt Service Fund	38,698
			
			

3/7/24
Date Requested



Department Director or Supervisor - Signature

Print Name Bernie Dennler, First Selectman

3/11/24
Date Reviewed


Finance Director

3/11/24
Date Approved


First Selectman

3/11/24
Date Approved


Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Transfers

Reason for
Request:

Finance Town share of Energy project lease payments due in FY 23/24 and FY 24/25 - funding was not included in adopted FY 23/24 budget, and will not be included in FY 24/25 proposed budget with understanding that an appropriation from unassigned fund balance would be requested

Reason for
Available
Funds:

Unassigned fund balance

From:

Account Number	Account Name	Amount
18501-36250	Use of Unassigned Fund Balance	165,424
		
		

To:

18501-50700	Town - Transfer to Debt Service Fund	165,424
		
		


3/7/24
Date Requested


Department Director or Supervisor - Signature


Print Name

Bernie Dennler, First Selectman

3/11/24
Date Reviewed


Finance Director

3/11/24
Date Approved


First Selectman

3/11/24
Date Approved


Board of Selectmen Clerk

Date Approved

Board of Finance Clerk