



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Mary Bylone, First Selectman

Board of Selectman Agenda
Special Meeting via Zoom
Tuesday, September 15, 2020 @ 6:30 PM
Please use the link below to join the webinar:

<https://us02web.zoom.us/j/87831442112?pwd=UUQrdmFzNDRHcnErbmxwck9pVnhmQT09>

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Passcode: 696542

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. CITIZEN'S COMMENTS
4. CORRESPONDENCE
5. Discussion and Possible Action on the Presentation by Senior Center Building Committee and CSG
6. Approve the Minutes of the August 20, 2020 Board of Selectmen Meeting
7. Approve the Minutes of the September 3, 2020 Board of Selectmen Meeting
8. Approve the Minutes of the September 10, 2020 Board of Selectmen Meeting
9. Discussion and Possible Action to Reduce Subdivision Bond for Willow Land LLC Lot 4A and 5A on Stanavage Road
10. Discussion and Possible Action on Amending Our Local Option Ordinance Exemption for Volunteer Firemen
11. Discussion and Possible Action on Clerk for Boards and Commissions
12. CITIZEN'S COMMENTS
13. FIRST SELECTMAN'S REPORT
14. LIAISON REPORTS
15. ADJOURN

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Mary Bylone
FIRST SELECTMAN



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Mary Bylone, First Selectman

Board of Selectman Regular Meeting
Thursday, August 20, 2020 @ 7:00 PM
Zoom Meeting

Members Present via Zoom: First Selectman Mary Bylone, Taras Rudko, Rosemary Coyle, Denise Turner, Denise Mizla

Others Present via Zoom: Sheila Tortorigi, Gayle Furman, Tiffany Quinn, Bruce Goldstein, Matt Bordeaux, Cindy Praisner, Art Shilosky, Andreas Bisbikos

1. CALL TO ORDER: First Selectman (FS) Mary Bylone called the meeting to order at 7:00 p.m.
2. PLEDGE OF ALLEGIANCE
3. ADDITIONS AND/OR DELETIONS TO THE AGENDA: R. Coyle motioned to add Senior Center Resource on Aging Grant to item number 19 and renumber accordingly, seconded by D. Mizla. **MOTION CARRIED UNANIMOUSLY**
4. CITIZEN'S COMMENTS: NONE
5. CONSENT AGENDA: D. Turner motioned to approve the Consent Agenda without the minutes seconded by R. Coyle. **MOTION CARRIED UNANIMOUSLY**
6. Approve the minutes of the July 16, 2020 Board of Selectmen Meeting: R. Coyle motioned to approve the minutes with the correction being made to note that it was a Regular Meeting and to correct item #12 to say: "...John Chaponis gave an explanation..." seconded by D. Turner. **MOTION CARRIED UNANIMOUSLY**
7. Boards and Commissions – Interviews and/or Possible Appointment and Resignations.
 - a. R. Coyle motioned to approve Leslie Curtis from Alternate to Member of Agricultural Commission with a term to expire on 11/30/2022, seconded by D. Mizla. **MOTION CARRIED UNANIMOUSLY**
 - b. R. Coyle motioned to accept, with regret, the resignation of Christopher Bourque from the Agricultural Commission, seconded by D. Turner. **MOTION CARRIED UNANIMOUSLY**
 - c. T. Rudko motioned to appoint Kevin Gustin to the Police Commission for a term to expire 1/2/2023, seconded by R. Coyle. **MOTION CARRIED UNANIMOUSLY**
8. Special Recognitions

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- a. First Responders – FS recognized civilian Alan Bouchard, Officers Labonte and Watrous, CHFD EMS Personnel, Chief Walter Cox, Bob Dombrowski and James Roellig for their parts in saving the life of a resident who had a health emergency while jogging.
 - b. Police Department Promotions – FS recognized the promotion to Corporal of Officers Owens, Labonte and Green.
9. Discussion and Possible Action on Awarding the Colchester – Tax Incentive Program to NCT Friction Welding, Inc.: The history and explanation of the C-TIP program was given and the owners of NCT Friction Welding gave an overview of their business and why they were choosing to move to Colchester. R. Coyle motioned to accept the recommendation for the Economic Development Commission to grant a variable property Tax Incentive Abatement to NCT Friction Welding, Inc. as proposed in the amounts of 100% in year one, 90% in year two, 80% in year three, 70% in year four and 50% in year five, of the increase in real property tax for the new construction proposed at 124 Upton Road. Granting of the property tax incentives are contingent on the Certificate of Occupancy for the new construction issued by the Town of Colchester Building official. The tax relief will be applied to the first full year after the Certificate of Occupancy by the Town of Colchester for each building, seconded by D. Mizla.

MOTION CARRIED UNANIMOUSLY

10. Discussion and Possible Action on the Renewal of “On-Call” Architectural Consulting Services with Brewster Architects, LLC: D. Mizla motioned to authorize the First Selectman to sign the fee proposal for the “on-call” professional services of Brewster Architects, LLC, seconded by D. Turner. **MOTION CARRIED UNANIMOUSLY**

11. Discussion and Possible Action on Budget Transfers to Close out Fiscal Year 2019-2020: R. Coyle motioned to approve the budget transfers, seconded by D. Mizla. **MOTION CARRIED UNANIMOUSLY**

12. Discussion and Possible Action on Offering One Hour Block Reservations During the week at the RecPlex: R. Coyle motioned to authorize the Recreation Department to reserve the RecPlex Pavilion in one hour blocks for a fee of \$20 per hour for Colchester Residents and local businesses (\$40 per hour for non-residents or out of town businesses), on Monday – Friday and to waive the fee for any town approved committees or commissions, seconded by D. Mizla. **MOTION CARRIED UNANIMOUSLY**

13. Discussion and Possible Action for New Registration Software “RecDesk” for Parks and Recreation: RecDesk software would provide a cost savings to the town and is easier for staff to use. D. Mizla motioned to approve the recommendation to enter into an agreement with RecDesk as the software

provider for the Recreation Department and authorizing the First Selectman to sign all necessary documents, seconded by R. Coyle. **MOTION CARRIED UNANIMOUSLY**

14. Discussion and Possible Action to use Authorize.net for Credit Card Processing for RecDesk: D. Turner motioned to accept the recommendation of the Recreation Department and enter into a contract with GovtPortal to use Authorise.net as the credit card processor with the RecDesk software and allow the First Selectman to sign all contracts as required, seconded by T. Rudko. **MOTION CARRIED UNANIMOUSLY**

15. Discussion and Possible Action on Participation in the Homeland Security Grant Program: T. Rudko motioned to participate in the Homeland Security Grant Program and allow the First Selectman to sign required paperwork, seconded by R. Coyle. **MOTION CARRIED UNANIMOUSLY**

16. Discussion and Possible Action on Awarding RFP 2020-06 Engineering Services to Environmental Partners Group, Inc. of Middletown: D. Mizla motioned that the Board of Selectmen, acting as the WPCA of the Town of Colchester, award RFP 2020-06 Engineering Services for 16: Force Sanitary Sewer Force Main Analysis and Design of Repair, be made to Environmental Partners Group, Inc. of Middletown Connecticut for the amount of \$24,900 and that the First Selectman be authorized to sign all necessary documents, seconded by T. Rudko. **MOTION CARRIED UNANIMOUSLY**

17. Discussion and Possible Action on Grant Application for the Department of Mental Health and Addiction Services Local Prevention Council Program: D. Mizla motioned to approve the grant application for the Department of Mental Health and Addiction Services Local Prevention Council Program in the amount of \$3,907.40 for fiscal year 2010-2021 and authorize the First Selectman to sign all necessary documents, seconded by R. Coyle. **MOTION CARRIED UNANIMOUSLY**

18. Discussion and Possible Action to approve the 2020-2021 School Readiness Grant Application: R. Coyle motioned to approve the 2020-2021 Competitive School Readiness Grant Application and for the First Selectman/Superintendent to sign the application, seconded by D. Turner. **MOTION CARRIED UNANIMOUSLY**

19. Discussion and Possible Action on Corporal Job Descriptions: Previously there has been no job description for this position. The criteria approved by the Police Commission. R. Coyle motioned to approve the job description for police corporal position with the correction in the summary to note "...appoints *qualified individuals* to this position..." seconded by D. Mizla. **MOTION CARRIED UNANIMOUSLY.**

20. Discussion and Possible Action to Approve the Making Memories Grant Funding in the amount of \$14,665.00: R. Coyle motioned to approve the FY 2021 contract for funding awarded for the Making

Memories Program and authorize the First Selectmen to sign all necessary documents, seconded by T. Rudko. **MOTION CARRIED UNANIMOUSLY**

21. EXECUTIVE SESSION: R. Coyle motioned to enter Executive Session to discuss contract negotiations at 8:13 seconded by D. Mizla. **MOTION CARRIED UNANIMOUSLY**

22. Discussion and Possible Approval of Collective Bargaining Agreement Between the Town of Colchester and Municipal Employees Union "Independent" (MEUI) Local 506, WEIU, AFL-CIO, CLC: Board Members returned from Executive Session at 8:20 p.m. D. Turner motioned to approve the collective bargaining Agreement Between the Town of Colchester and Municipal Employees Union "Independent" (MEUI) Local 506, WEIU, AFL-CIO, CLC, seconded by R. Coyle. **MOTION CARRIED UNANIMOUSLY**

23. CITIZEN'S COMMENTS: Art Shilosky asked for clarification regarding the reason the board entered Executive Session. Elizabeth Allard and students Zander and Shannon from Youth Uprise expressed their opinion that the Diversity and Inclusion Commission should move forward. The students read a statement.

24. FIRST SELECTMAN'S REPORT: Covid numbers continue to look good in Colchester, no positive tests in 6 weeks. Due to Storm Isaias some people were without power for a full week and the state is looking at holding Eversource accountable. We continue with the clean-up of trees as many were weakened by the storm. Halls Hill Road is almost complete. Paper Mill Road Bridge is almost complete.

25. LIAISON REPORTS:

R. Coyle – *Senior Center Building Committee* - Approved invoice of \$2,349 for a portion of schematic design by architect. The Senior Center may be fueled by the gas line that was recently put in. The committee decided on design, 12B and architect will begin bringing more detail.

D. Mizla – *Norton Park* - Paper Mill Bridge repairs are almost done, when complete the committee will be able to clean up the park. They are focusing their efforts on getting their fundraising brochure out to the public.

Board of Education – The report on the WJMS fields look good, the sewer lines have been repaired. Back to school was moved to September 8, in a hybrid model. School year will be 177 days, the projected last day of school is June 17 of 2021. Discussed how they will proceed with their Diversity Committee.

D. Turner – *CHVFD Exemption Revision Committee Meeting* – Ordinance was revised and sent to attorney for review. Further conversation is needed but they hope to present to BOS in September.

Conservation Commission - They had three pending applications two approved, Chestnut Hill and Van Cedarfield, they tabled a six-lot subdivision on Stanavage Road. They received two new applications.

one for a house and driveway on Prospect Hill Road and a 140-lot subdivision on Lebanon Avenue.

There is an ongoing enforcement issue on Middletown Road. North Pond Subdivision has been paved.

Diversity and Inclusion Commission – Noted that there will be restructuring of this commission with the hope to resume within the next 2 weeks.

Long-Term Recovery Committee – They had 1000 people participate in their survey. Concerns over the impact of isolation during the pandemic was an issue. The Committee will be presenting their findings to the Board of Selectmen in the near future.

T. Rudko – None to Report

FS – Board of Finance - FS expressed concern regarding Park and Recreation Liaison Andreas Bisbikos, suggestion to use money from the general fund to irrigate the fields during a Parks and Recreation Meeting. FS felt that everything that was taken out of the budget should be considered if money was going to be put back into the budget from the general fund, since this was one of the items cut from the town budget.

26. ADJOURN: D. Turner moved to adjourn at 8:45 p.m., seconded by R. Coyle. **MOTION CARRIED UNANIMOUSLY**

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

Respectfully Submitted by:

Heide Perham, Executive Assistant to the First Selectman



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Mary Bylone, First Selectman

Board of Selectman Agenda

Regular Meeting via Zoom

Thursday, September 3, 2020 @ 7:00 PM

Members Present: First Selectman Mary Bylone, Selectmen Rosemary Coyle, Taras Rudko, Denise Turner, and Denise Mizla

Others Present via Zoom: Andreas Bisbikos, Sean Shoemaker, Matthew Bordeaux, Sheila Torigi, Jay Gigliotti, David Dander

1. CALL TO ORDER: First Selectman Mary Bylone called the meeting to order at 7:00 PM.
2. PLEDGE OF ALLEGIANCE
3. ADDITIONS AND/OR DELETIONS TO THE AGENDA: T. Rudko motioned to take item B out of the Consent Agenda and make it number 7 and renumber accordingly, seconded by D. Mizla. **MOTION CARRIED UNANIMOUSLY**
4. CITIZEN'S COMMENTS: FS apologized for cutting T. Rudko's citizen's comments shorter than the allotted three minutes. T. Rudko accepted the FS's apology.
5. CORRESPONDENCE: Two letters attached in agenda. T. Rudko referenced J. McNair's letter regarding the Youth Uprise students' statements at the August 20, 2020 Board of Selectmen Meeting. T. Rudko stated that he knew in advance that the students were going to make a statement and he found it distasteful that taxpayer dollars are used to foster the comment that was made and that children were willingly and knowingly used as political pawns. FS stated she had not known the statement was going to be made and that she supports all the programming through the Youth Center.
6. CONSENT AGENDA: R. Coyle motioned to approve the consent agenda items A, C and D, seconded by D. Turner. **MOTION CARRIED UNANIMOUSLY**
7. Approve the Minutes of the August 20, 2020 Board of Selectmen Meeting: T. Rudko wanted to amend line item #23 Citizen's Comments to include his comments at the BOS meeting and Line item #25 under Liaison Reports to reflect "A. Bisbikos brought forward a suggestion as liaison to Parks and Rec to use money in the general fund to irrigate the fields." R. Coyle motioned that the board accept the correction on 25 D as presented by T. Rudko. T. Rudko seconded. **MOTION CARRIED 4/1 FS Opposing.** Action on the minutes at the next meeting.
8. Boards and Commissions – Interviews and/or Possible Appointment and Resignations
 - A. Police Commission – Resignation as Chair – Carol Vaillancourt: D. Turner motioned to accept C. Vaillancourt's resignation, seconded by R. Coyle. **MOTION CARRIED UNANIMOUSLY**

B. Parks and Recreation Commission – Resignation – Eric Kundahl: R. Coyle motioned to accept E. Kundahl’s resignation with regret and thank him for his years of service, seconded by D. Mizla.

MOTION CARRIED UNANIMOUSLY

9. Discussion and Possible Action to Approve the Third and Fourth Amendment for the Middlesex Paramedic Program and Authorize the First Selectman to Sign All Necessary Documents: D. Mizla motioned to accept the third and fourth amendment for the Middlesex Paramedic Program to June 30, 2021 and authorize the First Selectman to sign seconded by D. Turner. **MOTION CARRIED UNANIMOUSLY**
10. Discussion and Possible Action to Approve the Long-Term Recovery Committee’s Charge: R. Coyle motioned to accept the LTRC charge as presented, seconded by D. Mizla. **MOTION CARRIED UNANIMOUSLY**
11. Discussion and Possible Action to enter into Agreement with Attorney David F. Sherwood on Behalf of the Planning and Zoning Department: R. Coyle motioned to authorize the First Selectman to sign an agreement on behalf of the Planning and Zoning Department for the legal services of Attorney David F. Sherwood per the terms outlined in the attached agreement seconded by D. Mizla. **MOTION CARRIED UNANIMOUSLY**
12. Discussion and Possible Action on Accepting the Service Agreement Extension for Refuse and Recycling with Willimantic Waste Paper Co., Inc. and Authorizing the First Selectmen to Sign Necessary Paperwork: FS will ask Jim Paggioli to present the fee schedule for Transfer Station at a future BOS meeting. T. Rudko motioned to authorize the FS to sign the reauthorization Willimantic Waste contract, seconded by R. Coyle. **MOTION CARRIED UNANIMOUSLY**
13. Discussion and Possible Action on a Budget Transfer to Close Out FY 2019-2020: D. Mizla motioned to approve the Budget Transfer, seconded by R. Coyle. **MOTION CARRIED UNANIMOUSLY**
14. Executive Session to Discuss Personnel Matters: R. Coyle motioned to go into Executive Session at 7:37 p.m. for personnel reasons, seconded by D. Mizla. **MOTION CARRIED UNANIMOUSLY.** Board Members exited Executive Session at 7:49 p.m.
15. CITIZEN’S COMMENTS: None
16. FIRST SELECTMAN’S REPORT: FS stated that Colchester hasn’t had a new COVID case in 2 months. Senior Center is holding off reopening until after October 1, and Public Boards/Commission Meetings will continue to be through Zoom until further notice, reassess after school starts. Halls Hill Road is almost complete. The Fuel Cell will be operational by Oct. 1, two months ahead, and gas line almost complete. Paper Mill Road will be completed soon. FS toured the Youth Center and will have a presentation for a future BOS meeting regarding repairs needed. There will be a demonstration of a ladder truck for the Fire Company on Tuesday, September 8 at the Town Hall parking lot at 5 p.m. The Town Meeting for the C-Tip for NCT Friction Welding will be held Wednesday, September 9 at 5:30 p.m. via Zoom with drive through voting at Town Hall from 6:30 p.m. to 7:30 p.m.

17. LIAISON REPORTS:

Rosemary Coyle:

Senior Center Building Committee – The Committee officially accepted the schematic 12B as the layout of the Senior Center and discussed site plan and outside design.

Chatham Health District – They received a grant as part of the CDC Epidemiology and Laboratory Capacity Cooperative Agreement to support local public health efforts around COVID 19. Year one will be \$106,000, year two \$106,000 and year three \$53,000. They discussed reopening of the Senior Centers within the district.

Police Commission – The Police Department ordered a Ford 2020 F150. They received a new drone. Officer Brown will be replacing Officer Owens as the School Resource Officer. Officers Labonte and Watrous received the CT State Police Life Saving Award for their life saving activities on July 18. James Stavola is the Chair of the Commission and Carol Vaillancourt is the Vice Chair. Officers Goss and Scheel were promoted to Corporal.

Agriculture Commission – Elected Donna Rosenblatt as Chair and Carla Roselli as Vice Chair. Their next meeting is October 19. The commission needs to recruit 2 members and 2 alternates.

Long Term Recovery Committee – They discussed how to address the analysis of qualitative data from the resident survey and how to share the information along with make recommendations. The business survey has been sent out and they are trying to make sure businesses are responding.

Fire Department Apparatus – There was discussion about different types of ladder trucks. There will be a demonstration at Town Hall on September 8 at 5 p.m.

Denise Turner:

CHVFD Exemption Revision Commission – Completed updates to the ordinance and will be ready to present to the Board of Selectmen in September to bring their recommendations to a town meeting.

T. Rudko:

Planning and Zoning Commission – Reviewed two public hearings, one for 489 Old Hartford Road, and NERP Holdings. Under correspondence addressed complaint about 143 Bulkley Hill Road and possible action needed.

Denise Mizla:

No meetings to attend.

18. ADJOURN: T. Rudko motioned to adjourn, seconded by R. Coyle. MOTION CARRIED UNANIMOUSLY



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Mary Bylone, First Selectman

Board of Selectman Special Meeting Agenda
Special Meeting via Zoom
Thursday, September 10, 2020 @ 4:30 PM

Members Present: First Selectmen Mary Bylone and Selectmen Rosemary Coyle, Denise Mizla, Denise Turner and Taras Rudko (*note D. Turner joined the meeting during Executive Session)
Others Present: Brad Bernier, Sean Shoemaker, Tiffany Quinn, Linda Pasternak

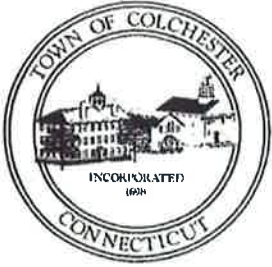
1. CALL TO ORDER: FS called the meeting to order at 4:32
2. PLEDGE OF ALLEGIANCE
3. CITIZEN'S COMMENTS: None
4. Executive Session to Discuss Personnel Matters: D. Mizla motioned to go into Executive Session for personnel matters at 4:34 p.m., seconded by R. Coyle. **MOTION CARRIED 4/0***
5. Discussion and Possible Action on the Matters of the Executive Session Related to Personnel: Board members came out of Executive Session at 4:43 p.m. R. Coyle motioned to accept the resignation of Walter Cox as Chief and transfer to Health and Safety Officer, seconded by D. Turner. **MOTION CARRIED UNANIMOUSLY 5/0** D. Turner motioned to appoint Sean Shoemaker as interim Chief of the Fire Department beginning September 14, 2020, seconded by D. Mizla. **MOTION CARRIED UNANIMOUSLY 5/0**
6. ADJOURN: D. Turner motioned to adjourn, seconded by R. Coyle. **MOTION CARRIED UNANIMOUSLY 5/0**

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

Respectfully Submitted by:

Heide Perham, Executive Assistant to the First Selectman

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TOWN CLERK



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

September 2, 2020

To: Colchester Board of Selectmen

From: Salvatore A. Tassone P.E. – Town Engineer

Re: Willow Land LLC Subdivision plan for Stanavage Road Lot 4A and Subdivision plan for Stanavage Road Lot 5A - owner, John Doran

The owner of the two above referenced subdivisions has requested bond reductions for both of his Subdivision public improvement bonds.

The town is currently holding a surety bond number BC400821 for Lot 4A from Boston Indemnity Company Inc. in the amount of \$39,985.00 and a surety bond number BC400822 for lot 5A from Boston Indemnity Company Inc. in the amount of \$18,970.00.

As of September 2, 2020, all of the required public improvements have been completed and are in good condition. It is therefore recommended that the two bonds be reduced to the required 10% maintenance bond level which will remain in effect for a minimum period of 1 year from the date of approved bond reduction.

RECOMMENDED MOTION:

Motion that the Town of Colchester reduce Boston Indemnity Company Inc. Subdivision Bond number BC400821 from \$39,985.00 to \$3,999.00 and Boston Indemnity Company Inc. Subdivision Bond number BC400822 from \$18,970.00 to \$1,897.00 as recommended by the Town Engineer.