

# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Mary Bylone, First Selectman

Board of Selectman Agenda

Regular Meeting via Zoom

Thursday, November 5, 2020 @ 7:00 PM

Please use the link below to join the webinar:

<https://us02web.zoom.us/j/82713910129?pwd=bk5oWG4xZVJnbmNBT1E1SjhSTG5VZz09>

Or Telephone:

US: +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833

or +1 253 215 8782 or +1 346 248 7799

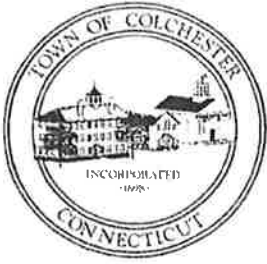
Webinar ID: 827 1391 0129

Passcode: 292762

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ADDITIONS AND/OR DELETIONS TO THE AGENDA
4. Presentation by Tom Hennick with the Connecticut Freedom of Information Commission
5. CITIZEN'S COMMENTS
6. CORRESPONDENCE
7. CONSENT AGENDA
  - A. Approve the Minutes of the October 15, 2020 Board of Selectmen Meeting
  - B. Approve the Quality Enhancement portion of the Competitive School Readiness Grant Application
  - C. Approve 2021 Board of Selectmen Meeting Schedule
  - D. Tax Abatements
8. Boards and Commissions – Interviews and/or Possible Appointment and Resignations
  - A. Reappointment of Denise Salmoiraghi to the Housing Authority for a term to expire 5/1/2025
  - B. Appointment of Ian Lilly as Alternate to the Planning and Zoning Commission for a possible term to expire 11/5/2023
  - C. Appointment of AnnMarie Maffuid as Member to the Youth Services Advisory Board for a term to expire 11/5/2023
  - D. Appointment of Carol Wikarska as Member to the Youth Services Advisory Board for a term to Expire 11/5/2023
  - E. Agriculture Commission – Interview – Timothy Francis for a Possible Term to Expire 11/19/2020
9. Discussion and Possible Action on Board Selectmen Minutes Content

RECEIVED  
COLCHESTER, CT  
2020 NOV -4 PM 2:54  
Mary Bylone  
GAYLE FULFORD  
TOWN CLERK

10. Discussion and Possible Action on Memorandums of Agreement Pertaining to Collective Bargaining with Colchester Fire Fighters, Local 3831, IAFF, AFL-CIO and Municipal Employees Union Independent, SEIU Local 506
11. Discussion and Possible Action to Accept the Long Term Recovery Committee's Report and Amend their Charge
12. Discussion of Town Charter
13. Discussion and Possible Action of Assignment of Clerks to Boards and Commissions
14. CITIZEN'S COMMENTS
15. FIRST SELECTMAN'S REPORT
16. LIAISON REPORTS
17. ADJOURN



# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Mary Bylone, First Selectman

Board of Selectman Agenda

Regular Meeting via Zoom

Thursday, October 15, 2020 @ 7:00 PM

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

**Others Present:** Matt Bordeaux, Jay Gigliotti, Lindsay Floyd, Marge Mlodzinski, Jim Paggioli, Andrew Norton, Jack Faski, Linda Akerman, Gayle Furman, Greg Barden, Debi Marvin, Sal Tassone, Michelle Noehren, Mike Egan, Amy Domeika

1. CALL TO ORDER: FS called meeting to order at 7:00 p.m.
2. PLEDGE OF ALLEGIANCE
3. ADDITIONS AND/OR DELETIONS TO THE AGENDA: T. Rudko motioned to remove the minutes from the Consent Agenda, Correct the reappointment of DEMD to Rick Peruta, and switch the orders of numbers 9 and 10 on the agenda and then renumber accordingly, seconded by R. Coyle. **MOTION CARRIED**

**UNANIMOUSLY**

4. CITIZEN'S COMMENTS: L. Floyd and J. Faski made citizens comments.
5. CORRESPONDENCE: Attached
6. CONSENT AGENDA

A. Tax Abatements: R. Coyle motioned to approve the Tax Abatements, seconded by D. Mizla. **MOTION**

**CARRIED UNANIMOUSLY**

7. Approve the Minutes of the October 1, 2020 Board of Selectmen Meeting: D. Mizla motioned to approve the minutes, seconded by D. Turner. **MOTION CARRIED** 4/1 with T. Rudko opposed.
8. Reappointment of Sean Shoemaker to Emergency Management Director (EMD) for a one year term to expire 11/19/2021: R. Coyle Motioned to reappoint S. Shoemaker to EMD for a one year term to expire 11/19/2021, seconded by D. Turner. **MOTION CARRIED UNANIMOUSLY**
9. Reappointment of Rick Peruta to Deputy Emergency Management Director (DEMD) for a one year term to expire 11/19/2021: D. Turner motioned to approve R. Peruta to DEMD for a one year term to expire 11/19/2021, seconded by D. Mizla. **MOTION CARRIED UNANIMOUSLY**
10. Discussion and Possible Action on Long Term Recovery Committee Survey Results and Next Steps: Town Planner M. Bordeaux presented the Long Term Recovery Committees Report on the Community impact of COVID 19 on residents. It was the consensus of the Board of Selectmen to have this committee continue its work and come back at the November 5 Board of Selectmen meeting with an amendment to their charge that would include the implementation of some of the report's recommendations.

[Selectman@ColchesterCT.gov](mailto:Selectman@ColchesterCT.gov)

860-537-7220

[www.ColchesterCT.gov](http://www.ColchesterCT.gov)

RECEIVED  
OCT 19 PM 1:22  
TOWN OF COLCHESTER  
MAYOR'S OFFICE

11. Discussion and Possible Action on Town Green Grant Project: Town Planner M. Bordeaux gave a presentation on the status of the Town Green Grant Project that was awarded in January 2019. This project has not moved forward. There have been a couple of meetings to discuss the project and it's components with members of the Planning Department and the Historic District Commission (HDC), but an agreement on how to proceed has not been reached. The Board of Selectmen requested that the Town Planner have a joint meeting with the Bacon Academy Trustees and HDC to reach consensus to move the project forward. Town Planner M. Bordeaux to present at an upcoming Board of Selectmen meeting.
12. Discussion and Possible Action to Accept the Portion of Broad Meadow Road within Phase D of the White Oak Farm Conservation Subdivision: D. Mizla motioned that the Town of Colchester accept the portion of Broad Meadow Road located within phase D of the White Oak Farm Conservation Subdivision as recommended by the Town Engineer, seconded by R. Coyle. **MOTION CARRIED UNANIMOUSLY**
13. Discussion and Possible Action on Recommendation to Award RFP 2020-08 Town School Snow and Ice Control Services: R. Coyle motioned that in accordance with the Purchasing Policy of the Town of Colchester Section B-5, that the award for the RFP 2020-08 Town School Snow and Ice Control Services is made to Clark Landscaping, LLC for the fixed bid cost of \$93,000 per year for the three year term of the RFP, and hereby authorize the First Selectman, enter into a contract with Clark Landscaping, LLC and to sign and deliver said agreement and any necessary documents required, seconded by D. Turner. **MOTION CARRIED UNANIMOUSLY**
14. Discussion and Possible Action on Recommendation to Award RFP 2020-09 Town Streets and Roads Snow and Ice Control Services: D. Mizla motioned to hereby authorize the First Selectman to enter into a three year contract, and sign all necessary documents, in accordance with the Invitation to Bid Town Street and Road Snow and Ice Control Services RFP 2020-09 dated 2 September 2020, for (2) two trucks/routes to Clark's Landscaping at the bid prices of \$220.00 per hour and (2) two trucks/routes to B & B Superior Contracting at the bid price of \$200.00 per hour; for a three year period as stipulated within the RFP 2020-09 response, for the winter seasons of 2020-2021, 2021-2022, and 2022-2023, seconded by R. Coyle. **MOTION CARRIED UNANIMOUSLY**
15. CITIZEN'S COMMENTS: A. Norton, J. Faski and J. Smith made citizens comments.
16. FIRST SELECTMAN'S REPORT: The First Selectman gave an update on the status of COVID in Colchester including current test results and status of outbreak at Harrington Court. FOI Request from David Dander was read. Tom Hennick will attend the Nov. 5 Board of Selectmen meeting to review FOI regulations regarding required content of meeting minutes. BOF requested a presentation from the Fire Department leadership on the purchasing of new apparatus. Paper Mill Bridge is open to traffic. The carpet has been replaced in Fire House. Going out to bid for roof replacement for Youth Center. Ten signs that say Colchester is Open for business were purchased and are placed around town.
17. LIAISON REPORTS:

R. Coyle – Senior Center Building Committee: Paid Silver Petrucelli \$7,048. Which bring the total to 85% of phase 1 architect costs. The committee looked at cost factors that might impact the cost of the building project. Bid opening Monday October 19. Discussed Owners Project Manager interview process.

Commission On Aging – 170 copies of Senior Resource Guide to be printed. See attached minutes.

Long Term Recovery Committee – Working on the report from the surveys and distributing information to the Board of Selectmen

T. Rudko – Attended Planning and Zoning, there was a public hearing with 2 new applicants filing at hearing. There was discussion regarding examining solar energy and possible restrictions or additional zoning requirement depending on size of installation.

D. Mizla – Parks and Recreation's new software is up and running and easy to use. Doing winter programs in a hybrid model some in person and some via Zoom. Need 2 full time and 2 alternate members. Creating an ad hoc committee to review endorsement process for leagues. Colchester Baseball Softball League using Rec Plex Field, no permits for lacrosse or basketball.

Youth Services – In process of hiring a Program Coordinator. Continuing to hold outdoor programming. They received a grant for vaping initiative.

Board of Education – The BOE is working on their Long Range Instructional Recovery Plan for kids getting left behind in education, which is a 3 tier plan. They approved their 2021 meeting dates. Looking at 2021-2022 budget and drafting budget priorities.

Norton Park – There will be a walk through with town and DOT on October 21. They are having a good response to their fundraising flyers. They are looking to do informational sessions over Zoom. Working on preparing closing of 129 Westchester Road that will be sold to the town for \$1.

Denise Turner – Conservation Commission 2 pending applications one approved on Prospect Road, another one tabled on Norwich Ave. There were 2 new applications, one on Upton Road and another on Stanavage Road. There is one enforcement issue and a permit for an above ground pool.

FS – BOF is looking at the fund balance policy.

Police Commission – FS thanked the board members for attending the ceremony to honor the Police and EMT who saved the resident's life back in July.

**18. ADJOURN:** D. Turner motioned to adjourn at 9:18 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

**SCHOOL READINESS FY 21 QUALITY ENHANCEMENT**  
**GRANT SIGNATURE PAGE**

**GRANT PERIOD**

September 1, 2020 to June 30, 2021

**COMMUNITY:**

**Colchester**

**APPLICATION CONTACT PERSON:**  
(Name, Address, Telephone, E-mail)

Cindy Praisner  
315 Halls Hill Rd  
Colchester, CT 06415  
860.537.0717  
cpraisner@colchesterct.org

**ESTIMATED FUNDING:**

Quality Enhancement:  
Total: \$3,881

We, Mary Bylone and Jeffrey Burt, the undersigned authorized chief administrative officials submit this proposal on behalf of the applicant agency, attest to the appropriateness and accuracy of the information contained therein, and certify that this proposal, if funded, will comply with all relevant requirements of the state and federal laws and regulations.

In addition, funds obtained through this source will be used solely to support the purpose, goals and objectives as stated herein.

**Signature: (Chief Elected Official)**

Name: (typed)

Mary Bylone

Title: First Selectman

Agency:

Town of Colchester

Date: \_\_\_\_\_

**Signature: (Superintendent)**

Name: (typed)

Jeffrey Burt

Title: Superintendent

Agency:

Colchester Public  
Schools

Date: \_\_\_\_\_

## STATEMENT OF ASSURANCES

### STANDARD STATEMENT OF ASSURANCES GRANT PROGRAMS

The Statement of Assurances Signature Page included in this grant must provide the authorized signatures of the applicant agency (e.g., mayor and superintendent of schools). Please note that the authorized signatures of the eligible applicant must also be provided on the cover page of the grant application submitted with the grant (see application instructions).

***Applicants need only submit the Statement of Assurances Signature Page with submission of their grant application.***

**PROJECT TITLE:** SCHOOL READINESS GRANT PROGRAM

**THE APPLICANT:** Town of Colchester **HEREBY ASSURES THAT:**

- A. The applicant has the necessary legal authority to apply for and receive the proposed grant;
- B. The filing of this application has been authorized by the applicant's governing body, and the undersigned official has been duly authorized to file this application for and on behalf of said applicant, and otherwise to act as the authorized representative of the applicant in connection with this application;
- C. The activities and services for which assistance is sought under this grant will be administered by or under the supervision and control of the applicant;
- D. The project will be operated in compliance with all applicable state and federal laws and in compliance with regulations and other policies and administrative directives of the Connecticut Office of Early Childhood and the Connecticut State Department of Education;
- E. Grant funds shall not be used to supplant funds normally budgeted by the agency;
- F. Fiscal control and accounting procedures will be used to ensure proper disbursement of all funds awarded;
- G. The applicant will submit a final project report (within 60 days of the project completion) and such other reports, as specified, to the Connecticut State Department of Education for the Office of Early Childhood, including information relating to the project records and access thereto as the Connecticut Office of Early Childhood and Connecticut State Department of Education may find necessary;
- H. The Connecticut Office of Early Childhood reserves the exclusive right to use and grant the right to use and/or publish any part or parts of any summary, abstract, reports, publications, records and materials resulting from this project and this grant;
- I. If the project achieves the specified objectives, every reasonable effort will be made to continue the project and/or implement the results after the termination of state/federal funding;
- J. The applicant will protect and save harmless the Office of Early Childhood and the State Department of Education from financial loss and expense, including legal fees and costs, if any, arising out of any breach of the duties, in whole or part, described in the application for the grant;
- K. At the conclusion of each grant period, the applicant will provide for an independent audit report acceptable to the grantor in accordance with Sections 7-394a and 7-396a of the Connecticut General Statutes, and the applicant shall return to the Connecticut State Department of Education any

monies not expended in accordance with the approved program/operation budget as determined by the audit;

L. REQUIRED LANGUAGE (NON-DISCRIMINATION)

References in this section to “contract” shall mean this grant agreement and to “contractor” shall mean the Grantee.

a) For purposes of this Section, the following terms are defined as follows:

- 1) “Commission” means the Commission on Human Rights and Opportunities;
- 2) “Contract” and “contract” include any extension or modification of the Contract or contract;
- 3) “Contractor” and “contractor” include any successors or assigns of the Contractor or contractor;
- 4) “Gender identity or expression” means a person’s gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person’s physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person’s core identity or not being asserted for an improper purpose;
- 5) “good faith” means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations;
- 6) “good faith efforts” shall include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements;
- 7) “marital status” means being single, married as recognized by the state of Connecticut, widowed, separated or divorced;
- 8) “mental disability” means one or more mental disorders, as defined in the most recent edition of the American Psychiatric Association’s “Diagnostic and Statistical Manual of Mental Disorders”, or a record of or regarding a person as having one or more such disorders;
- 9) “minority business enterprise” means any small contractor or supplier of materials fifty-one percent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) who are active in the daily affairs of the enterprise, (2) who have the power to direct the management and policies of the enterprise, and (3) who are members of a minority, as such term is defined in subsection (a) of Connecticut General Statutes §32-9n; and
- 10) “public works contract” means any agreement between any individual, firm or corporation and the State of any political subdivision of the State other than a municipality for construction, rehabilitation, conversion, extension, demolition or repair of a public building, highway or other changes or improvements in real property, or which is financed in whole or in part by the State, including, but not limited to, matching expenditures, grants, loans, insurance or guarantees.

For purposes of this Section, the terms “Contract” and “contract” do not include a contract where each contractor is (1) a political subdivision of the state, including, but not limited to, a municipality, (2) a quasi-public agency, as defined in Connecticut General Statutes § 1-120, (3) any other state, including but not limited to any federally recognized Indian tribal governments, as defined in Connecticut General Statutes § 1-267, (4) the federal government, (5) a foreign government, or (6) an agency of a subdivision, agency, state or government described in the immediately preceding enumerated items (1), (2), (3), (4) or (5).



- b) (1) The Contractor agrees and warrants that in for performance of the Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by such Contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut; and the Contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by the Contractor that such disability prevents performance of the work involved; (2) the Contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the Commission; (3) the contractor agrees to provide each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding and each vendor with which the Contractor has a contract or understanding, a notice to be provided by the Commission, advising the labor union or workers' representative of the Contractor's commitments under this section and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the Contractor agrees to comply with each provision of this Section and Connecticut General Statutes §46a-68e and §46a-68f and with each regulation or relevant order issued by said Commission pursuant to Connecticut General Statutes §46a-56, 46a-68e and 46a-68f.; and (5) the Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor as relate to the provisions of this Section and Connecticut General Statutes §46a-56. If the contract is a public works contract, the Contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works projects.
- c) Determination of the Contractor's good faith efforts shall include, but shall not be limited to, the following factors: The Contractor's employment and subcontracting policies, patterns and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the Commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.
- d) The Contractor shall develop and maintain adequate documentation, in a manner prescribed by the Commission, of its good faith efforts.
- e) The Contractor shall include the provisions of subsection (b) of this Section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions, including sanctions for noncompliance in accordance with Connecticut General Statutes §46a-56; provided if such Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission, the Contractor may request the State of Connecticut to enter into any such

litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

- f) The Contractor agrees to comply with the regulations referred to in this Section as they exist on the date of this Contract and as they may be adopted or amended from time to time during the term of this Contract and any amendments thereto.
  - g) (1) The Contractor agrees and warrants that in the performance of the Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (2) the Contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such Contractor has a contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the Contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (3) the Contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said Commission pursuant to Connecticut General Statutes §46a-56; and (4) the Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor which relate to the provisions of the Section and Connecticut General Statutes § 46a-56.
  - h) The Contractor shall include the provisions of the foregoing paragraph in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with Connecticut General Statutes §46a-56; provided, if such contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission, the Contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.
- M. The grant award is subject to approval of the Connecticut Office of Early Childhood and availability of state or federal funds.
  - N. The applicant agrees and warrants that Sections 4-190 to 4-197, inclusive, of the Connecticut General Statutes concerning the Personal Data Act and Sections 10-4-8 to 10-4-10, inclusive, of the Regulations of Connecticut State Agencies promulgated there under are hereby incorporated by reference.
  - O. The Connecticut Office of Early Childhood reserves the right to negotiate terms, including the withholding of funds, based on the grantee's inability to comply with the assurances.
  - P. The Connecticut Office of Early Childhood reserves the right to de-fund sub-grantees of the School Readiness Council based on the sub-grantee's inability to comply with School Readiness General Policies.

**SCHOOL READINESS QUALITY ENHANCEMENT FY 2021**  
**STATEMENT OF ASSURANCES SIGNATURE PAGE**

**We, the undersigned authorized officials, do hereby certify that these assurances shall be fully implemented.**

**Signature of Chief Elected Official:**

\_\_\_\_\_  
Mary Bylone

Name: (please type)

\_\_\_\_\_  
First Selectman

Title: (please type)

Date:

**Signature of Superintendent:**

\_\_\_\_\_  
Jeffrey Burt

Name: (please type)

\_\_\_\_\_  
Superintendent

Title: (please type)

Date:

**To Be Signed if the Fiscal Agent is other than the Municipality or the School District:**

**Signature of Fiscal Agent:**

Name: (please type)

Title: (please type)

Date:



# *Town of Colchester, Connecticut*

127 Norwich Avenue, Colchester, Connecticut 06415

---

Mary Bylone, First Selectman

## Memorandum

To: Board of Selectmen

From: First Selectman's Office

Date: 11/5/2020

Subject: 2021 Board of Selectmen Regular Meeting Schedule

The following meeting schedule is recommended for the regular monthly meetings of the Board of Selectmen for 2020.

Unless otherwise noted, meetings are held on the 1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month at 7:00 p.m, at the Town Hall, located at 127 Norwich Ave., Colchester, CT.

January 7  
January 21  
February 4  
February 18  
March 4  
March 18  
April 1  
April 15  
May 6  
May 20  
June 3  
June 17

July 1  
July 15  
August 5  
August 19  
September 2  
September 16  
October 7  
October 21  
November 4  
November 18  
December 2  
December 16

Recommended Motion – “Move to adopt the Board of Selectmen 2021 meeting schedule as recommended by the First Selectman.”



# *Town of Colchester, Connecticut*

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: 9/20/2020

## **BOARDS & COMMISSIONS APPLICATION**

Name: Ian Lilly

Address: 88 Crestview Dr. Colchester, CT. 06415

Home Phone: \_\_\_\_\_ Email ian\_lilly@yahoo.com FAX: \_\_\_\_\_

Cell Phone: 860-593-2363 Town Residency 14 Years

Party Affiliation: ☒ Democrat ☐ Republican ☐ Unaffiliated (check one)

Commission or Board you are interested in serving on: Planning and Zoning

Educational Background: List name and location of school, # of years attended, Subjects/Major, Did you graduate?

High School: Rockville High School, Diploma  
\_\_\_\_\_  
\_\_\_\_\_

College: Capital Comm College, Degree AS  
Goodwin College, Final Semester BS Manufacturing Management, minor in Business Admin  
\_\_\_\_\_

Trade, Business \_\_\_\_\_  
Or Correspondence \_\_\_\_\_  
School \_\_\_\_\_

CONTINUED ON REVERSE SIDE

**Work Experience: List length of employment, name and address of employer, position & reason for leaving:**

IATSE Local 84 Hartford CT: Entertainment Rigger, 1145 New Britain Ave d, West Hartford, CT 06110: 2000 - Current

Foxwoods Casino Mashantucket CT: Entertainment Rigger, 350 Trolley Line Blvd 06338: 2019 - Current

Office of Congresswoman Esty: Veterans District Aide, 1 Grove St. New Britain CT 06053: March 17 - Oct 18

Soldiers Sailors Marines Fund, Assistant Administrator : 864 Wethersfield Ave, Hartford, CT 06114: May 15 - July 16

United States Army (RA) 2001 - 2004

**Are you capable of making the commitment of time necessary to serve on this Board or Commission?** Yes

**Why are you interested in serving?** \_\_\_\_\_

I've been a resident in Colchester for 14years. I love this town and would like to be more active in my community.

**Do you have any experience or familiarity with this area?** \_\_\_\_\_

I am a homeowner and have had to work with permits and licensing to work on job sites.

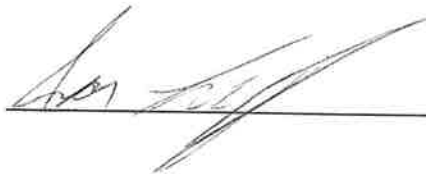
**If you are not appointed to this board or commission, would you be interested in other forms of public service?**

**Which ones?** Yes.

Board of Education, Commission on Aging, Economic Development, Zoning Boards and Appeals

**Date:** 9/20/2020

**Signature:** \_\_\_\_\_



## Planning and Zoning Commssion-7 Members, 2 Alternates, 3 year terms

<i>Position</i>	<i>Name</i>	<i>Party</i>	<i>Phone</i>	<i>E-mail</i>	<i>Expiration Date</i>
Chair	Joseph Mathieu	R	860-537-5918	<a href="mailto:jbmathieu@comcast.net">jbmathieu@comcast.net</a>	11/30/2022
Vice Chair	John R. Novak	R	860-537-4566	<a href="mailto:jrn4@snet.net">jrn4@snet.net</a>	12/1/2021
Secretary	Mark Noniewicz	R	860-537-5066	<a href="mailto:mnoniewicz@comcast.net">mnoniewicz@comcast.net</a>	12/31/2020
Member	Bruce Hayn	U	860-885-6189	<a href="mailto:brunohayn@yahoo.com">brunohayn@yahoo.com</a>	12/31/2022
Member	Steven Durel	D	860-319-3405	<a href="mailto:sdurel@alumni.nd.edu">sdurel@alumni.nd.edu</a>	12/15/2022
Member	Jason Tinelle	R	860-537-1613	<a href="mailto:tinelle_bosnia@yahoo.com">tinelle_bosnia@yahoo.com</a>	12/31/2020
Member	Meaghan Kehoeegreen	D	860-861-5924	<a href="mailto:meaghanerin@hotmail.com">meaghanerin@hotmail.com</a>	12/1/2022
Alternate	Beverly Seeley	R	860-267-8580	<a href="mailto:b_seeley@sbcglobal.net">b_seeley@sbcglobal.net</a>	12/31/2020
Alternate					12/31/2020

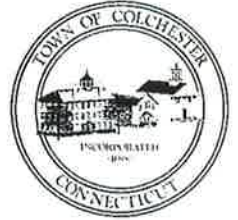


## *Colchester Youth & Social Services*

127 Norwich Avenue, Suite 205, Colchester, Connecticut 06415

P: 860-537-7255 F: 860-537-1731 E: [youthservices@colchesterct.gov](mailto:youthservices@colchesterct.gov)

[www.colchesterct.gov](http://www.colchesterct.gov)



# Memo

**To:** Board of Selectmen  
**From:** Valerie Geato, Youth and Social Services Director  
**Date:** October 14, 2020  
**Re:** Appointment of Advisory Board members

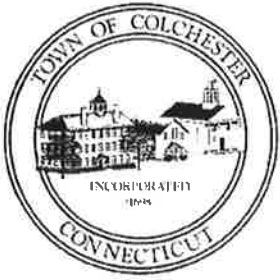
---

At the October 2020 meeting of the Youth Services Advisory Board, members agreed to recommend to the Board of Selectmen the following members be appointed to the board:

1. AnnMarie Maffuid
2. Carol Wikarska

The appointed members agree and would like to join the Board for a full term.





# *Town of Colchester, Connecticut*

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: 9/18/20

## **BOARDS & COMMISSIONS APPLICATION**

Name: AnnMarie Maffuid

Address: 101 Heatherwood Drive Colchester, CT. 06415

Home Phone: \_\_\_\_\_ Email: apmaffuid@snet.net FAX: \_\_\_\_\_

Cell Phone: 860-861-0960 Colchester Town Residency 29 Years

Party Affiliation: ☐ Democrat ☒ Republican ☐ Unaffiliated (check one)

Commission or Board you are interested in serving on: Youth First

Educational Background: List name and location of school, # of years attended, Subjects/Major, Did you graduate?

High School: Newington High School graduate

\_\_\_\_\_  
\_\_\_\_\_

College: University of Connecticut, 1986

Southern CT State University, 1991

\_\_\_\_\_

Trade, Business \_\_\_\_\_

Or Correspondence \_\_\_\_\_

School \_\_\_\_\_

Work Experience: List length of employment, name and address of employer, position & reason for leaving:

UCFS, 212 Upton Road Colchester CT 2011-present

Are you capable of making the commitment of time necessary to serve on this Board or Commission? yes

Why are you interested in serving? I am passionate about issues effecting the youth of our town, and feel  
as a marriage and family therapist and as a parent,  
I can offer valuable insights to our community  
around the issues of teen substance use and  
other issues.

Do you have any experience or familiarity with this area? yes, I have counseled teens for the last 30 years,  
and I also worked in a residential facility for  
teens for many years. I am also a parent of  
4 young adults who grew up here in Colchester.

If you are not appointed to this board or commission, would you be interested in other forms of public service?

Which ones? \_\_\_\_\_

Date: 9/18/20

Signature: amm



# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: 10.14.26

## BOARDS & COMMISSIONS APPLICATION

Name: Carol Wikarska

Address: 252 Lebanon Avenue Colchester, CT. 06415

Home Phone: \_\_\_\_\_ Email CarolWikarska@yahoo.com FAX: \_\_\_\_\_

Cell Phone: (860) 885-8834 Town Residency \_\_\_\_\_ Years

Party Affiliation: ☐ Democrat ☐ Republican ☒ Unaffiliated (check one)

Commission or Board you are interested in serving on: \_\_\_\_\_

Educational Background: List name and location of school, # of years attended, Subjects/Major, Did you graduate?

High School: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

College: Boston University, BS Occupational Therapy  
\_\_\_\_\_  
\_\_\_\_\_

Trade, Business \_\_\_\_\_  
Or Correspondence \_\_\_\_\_  
School \_\_\_\_\_

CONTINUED ON REVERSE SIDE

Work Experience: List length of employment, name and address of employer, position & reason for leaving:

Professional Therapeutic Massage, LLC - Owner

Are you capable of making the commitment of time necessary to serve on this Board or Commission? yes.

Why are you interested in serving? I live here in Colchester with my two school aged children and I am a member of the CBA. I look forward to making a difference in the lives of youth here in Colchester.

Do you have any experience or familiarity with this area?

If you are not appointed to this board or commission, would you be interested in other forms of public service?

Which ones? NO.

Date: 10.14.20

Signature: CW

## Youth Services Advisory Board - 7-15 Members, 3 year terms

<i>Position</i>	<i>Name</i>	<i>Party</i>	<i>Phone</i>	<i>E-mail</i>	<i>Expiration Date</i>
Chair	Pamela Scheibelein	R	860-537-1261	pamslog@comcast.net	12/1/2022
Vice Chair	Lorraine Marvin	U	860-537-2687		12/1/2022
Secretary	VACANT				
Member	Jacquelyn Rose	U	860-837-6250	jrose01@connecticutchildrens.org	12/1/2021
Member	Robert Suchecki	D	860-537-0492	rsuchecki@colchesterct.org	12/1/2021
Member	Linda Bromley	D	860-537-3115		12/1/2021
Member	Russell Melmed	D	860-705-4453	rmelmed@sbcglobal.net	12/1/2022
Member	Elizabeth Allard	D	860-215-1821	allardeliz@gmail.com	12/1/2020
Member	VACANT				
Member	VACANT				12/1/2020

### Non Voting Members

Christine Miskell	SERAC
Chris Bennett	WJLMS - Principal
Lily Wonderly	Student - BA

include Val on any e-mails vgeato@colchestct.gov

**Youth Services Advisory Board**



# Colchester Youth Service Bureau ***Advisory Board BY-LAWS***

## Article 1: *Role of Board*

- 1.1 The Colchester Youth Services Bureau Advisory Board will serve as both the Advisory Board and the Local Prevention Council (LPC).
- a. Connecticut General Statutes, Sec. 10-19m, states that in order for a Youth Service Bureau to qualify for state cost sharing grants the Bureau shall have an Advisory Board who shall advise and make recommendations on overall policy and program direction for the Bureau.
- b. In order to qualify for a Local Prevention Council Grant, the State Department of Mental Health & Addiction Services mandates that a permanent Local Prevention Council be established for the purpose of developing culturally competent substance abuse prevention initiatives and increasing public awareness of the prevention of substance abuse.

## Article 2: *Membership*

- 2.1 Members will be appointed by the Board of Selectmen after being recommended by the Director of the Youth Service Bureau. The Board will submit a recommendation in writing to the Board of Selectmen. Members are limited to serving three consecutive three year terms, pending approval of the Board, with the third consecutive term expiring in December of their ninth year of consecutive service. Previous Board members who have reached their term limit are required to be inactive with the Board, but not necessarily with the work of the organization, for a period of at least 12 months before reapplying for Board membership.

- a. In accordance with Connecticut General Statutes, Sec. 10-19m:

*"A Bureau shall have an Advisory Board of no less than seven (7) members, who shall be appointed by and responsible to the chief elected official of the municipality or his duly authorized designee or as otherwise provided in the municipal charter. This Board shall advise and make recommendations on overall policy and program direction for the Bureau.*

*The Board shall be comprised of representatives from public agencies with statutory responsibility for youth and private sector organizations representing community social institutions. These representatives shall include at least one member who is under 21 years of age at the time of appointment, one member who is a representative of the school system, one member who is a representative of the police department, and one member who is a representative of a private youth-serving agency. The youth and police representatives may be liaison, non-voting members of the Board if such representatives are not electors in the town. At least one-third of the total membership shall be individuals who are interested in youth services and who receive less than fifty percent of their income by delivering services to youth."*

- b. In accordance with the LPC grant application:

*"Membership should include representatives from various groups, agencies, organizations, and communities such as parents, media, business, senior citizens,*

*health care, etc. Council membership should include a cross-section of the community that it serves and reflect shared cultural beliefs, attitudes, and practices of the community. It is strongly suggested that LPCs include representation from professionals working in the prevention field in general and substance abuse prevention in particular, including representation from volunteer groups and city/town agencies."*

- 2.2 The Board shall have a maximum of 15 voting members, as well as Liaisons appointed by the Town and other non-voting members as well.
- 2.3 If a Board Member is unable or unwilling to fulfill his/her duties on the Board, he/she must submit a letter of resignation to the Board of Selectman.

#### Article 3: *Attendance*

---

- 3.1 Board members are expected to attend meetings regularly. Members missing three (3) consecutive meetings, or 50% of the meetings held within a twelve (12) month period, without an acceptable excuse (as deemed by the Executive Committee), may be asked to resign his/her position on the Board.
- 3.2 A Board member may apply to the Executive Committee for a temporary leave of absence. Up to a three (3) month leave may be granted if the member's personal circumstances deem necessary. If a leave is granted, the member will be temporarily removed from his or her position for the duration of the leave, thereby lowering the quorum qualifications.

#### Article 4: *Responsibilities of Members*

---

- 4.1 Membership on the Board requires a readiness to regularly attend and participate in meetings of the Board and actively work towards the advancement of CYSB's and the Board's goals. Responsibilities include:
  - a. Understand and be able to communicate and promote CYSB's mission, programs and services
  - b. Support programs and services that prevent substance abuse
  - c. Participate as needed in all fundraising and special events
  - d. Advocate on the local/ state level for legislation and policy that impacts youth
  - e. Make recommendations on programs and services offered by the Bureau
  - f. Actively seek out and listen to community concerns that can be addressed by CYSB's mission and programs

#### Article 5: *Executive Committee/Officers*

---

- 5.1 The Officers of the Board shall be: Chairperson, Vice Chairperson and Secretary. Collectively the three officers shall comprise the Executive Committee. The Board shall choose all officers from its voting members by ballot.
- 5.2 Officers shall be elected for a one-year term not to exceed their membership term on the Board. Officers shall serve no more than two (2) consecutive terms in any single office. They shall assume office at the meeting next following the election and shall hold office until replaced.

- 5.3 In the event of a vacancy in any office, that position shall be filled by a simple majority vote of the Board members present. In the event of a vacancy in any office, that position shall be filled by a simple majority vote of the Board members present. All vacancies shall be filled within sixty (60) days.
- 5.4 The Executive Committee shall have the duties and authority to:
- a. Set the agenda for all Board meetings
  - b. Make decisions on behalf of the Board when the Executive Committee deems that a decision is required before a legally called meeting can be held
- 5.5 The Chairperson shall preside at all Board meetings. He/she will be the liaison to the Bureau Director. The Chairperson may appoint the Chairpersons of all committees and shall be an ex-officio member of all committees.
- 5.6 The Vice Chairperson shall assist the Chairperson in the performance of his/her duties and shall serve for the Chairperson in case of the inability of the Chairperson to perform the duties of the office.
- 5.7 The Secretary or designee, shall be responsible for all Board correspondence as well as the agendas and minutes of all meetings. The Secretary shall record the minutes and attendance of all meetings and report those minutes to the Board membership as soon as possible, but no later than one week prior to the next meeting. The Secretary will provide a meeting agenda stating the place, day and hour of the meeting, to be delivered to each member not less than forty-eight (48) hours prior to the date of the meeting, either personally, by e-mail, or by regular mail, at the direction of the Board Chairman, Vice Chairman, Secretary, or Bureau Director.

#### Article 6: *Meetings*

---

- 6.1 The Board shall hold regular meetings September through June.
- 6.2 An annual meeting will be held in December for the purpose of the election of officers and reappointment of members.
- 6.3 Special Board meetings may be held upon call of the Chairperson or any five (5) Board members with not less than 48 hours notice to Board members. Any such meetings shall be in accordance with all applicable State and Town regulations.
- 6.4 A simple majority of the total voting membership of the Board shall constitute a quorum for any regular or special meeting of the Board. In the event that there is no quorum, any discussions that are held, or decisions made, by those assembled shall be regarded as informal and non-binding.

#### Article 7: *Committees*

---

- 7.1 Standing and ad hoc committees may be formed by the Board as needed.

#### Article 8: *Removal of Board Members*

---

- 8.1 Board membership may be terminated for any of the following reasons:



- a. Failure to meet the meeting attendance requirements
- b. Conduct in conflict with the purpose of the Board
- c. Behavior divergent from the mission of the CYSB

8.2 Board members may be removed by the Board of Selectmen in accordance with the Town charter.

#### Article 9: *Amendments*

---

9.1 These Bylaws may be amended at any meeting of the Board by a two-thirds (2/3) majority vote of the voting members present, providing at least fourteen (14) days written notice of the proposed amendments has been given to all Board members prior to the meeting.

#### Article 10: Adoption and Effective Date

---

The foregoing Bylaws were adopted at a meeting of the Youth Services Advisory Board, and shall be effective as of \_\_\_\_\_ day of \_\_\_\_\_, 2019 and from time to time amended.



# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: 9/2/2020

## BOARDS & COMMISSIONS APPLICATION

09-08-20A11:54 RCVD

Name: Timothy Francis  
Address: 596 Deep River Road Colchester, CT. 06415  
Home Phone: N/A Email: timfrancis1985@gmail.com FAX: N/A  
Cell Phone: 203-868-6198 Town Residency: \_\_\_\_\_ Years

Party Affiliation: ☐ Democrat ☐ Republican ☒ Unaffiliated (check one)

Commission or Board you are interested in serving on: Agriculture Commission

Educational Background: List name and location of school, # of years attended, Subjects/Major, Did you graduate?

High School: Lyman Hall High School - 2004

College: N/A

Trade, Business Or Correspondence School: N/A

**Work Experience:** List length of employment, name and address of employer, position & reason for leaving:

Yale University - 2.5 years / current employer -  
maintenance mechanic - 396 Cedar St, New Haven.  
Nifco - 4 yrs (2014-2018), Wallingford CT, mechanic,  
better job opportunity.  
Westbrook Toyota - 3 yrs (2011-2014), Westbrook CT, mechanic

**Are you capable of making the commitment of time necessary to serve on this Board or Commission?** yes

**Why are you interested in serving?** To help guide educate and  
lead the residents of Colchester in  
regards to agriculture & livestock.

**Do you have any experience or familiarity with this area?** 20 years of raising  
livestock including goats, sheep, cows,  
chickens, ducks, turkeys.  
Our children are in 4-H.

**If you are not appointed to this board or commission, would you be interested in other forms of public service?**

**Which ones?** Not at this time.

**Date:** 9/2/2020

**Signature:**



**Agriculture Commission-5 Members, 2 Alternates, 3 year terms**

<i>Position</i>	<i>Name</i>	<i>Party</i>	<i>Phone</i>	<i>E-mail</i>	<i>Expiration Date</i>
Chair	Donna Rosenblatt	D	860-267-4975	rosenpetal@sbcglobal.net	11/30/2020
Vice Chair	Carla Rosseli	U	203-415-2598	<a href="mailto:carlanh@aol.com">carlanh@aol.com</a>	11/30/2021
Member	Donna Rosenblatt	D	860-267-4975	rosenpetal@sbcglobal.net	11/30/2020
Member	Leslie Curtis	D	860-537-8208	lesliecurtis@yahoo.com	11/30/2022
Member	VACANT				
Member	VACANT				
Alternate	David Wasniewski	R	860-861-0231	david.w.wasniewski@gmail.com	12/31/2022
Alternate	VACANT				
Alternate	VACANT				

**TOWN OF COLCHESTER  
PLANNING DEPARTMENT**

**TO:** Board of Selectmen

**FROM:** Matthew R. Bordeaux, Planning Director

**DATE:** November 3, 2020

**RE:** Long-Term Recovery Committee Charge Amendment

The Colchester Long-Term Recovery Committee has been meeting weekly to gather information and discuss the needs of community in response to the COVID-19 pandemic. After months of work, the “Long-Term Recovery Committee Resident Survey Results” report has been shared with the Board of Selectmen and includes a number of findings and recommendations based on the information provided in the survey.

The Committee recognizes the long-term and lasting nature of this pandemic. It also acknowledges, as we have already experienced, that there will continue to be new information and circumstances that change the way we are impacted by the virus. The Committee wishes to continue to work with the Board of Selectmen and the community to identify and implement strategies for getting through and ultimately recovering from the impacts of the pandemic.

Therefore, the Committee recommends the Board amend the Committee’s charge to include their desire to assist with the implementation of the reaction and recovery needs of the community. The Committee recommends the Board consider the following amendment (underlined) to their original charge:

*The Colchester Long-Term Recovery Committee was established to identify the short and long-term needs of the Colchester community as residents and businesses recover from the COVID-19 pandemic. The Committee’s findings and recommendations, based on feedback from community members, will be presented to the Board of Selectmen and communicated with local groups and organizations. At the direction of the Board of Selectmen, the Committee will develop and assist in implementing strategies consistent with its findings and recommendations.*

**Recommended Motion:**

**Move to approve the recommended amendment to the Long-term Recovery Committee’s Charge as drafted.**