

Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Mary Bylone, First Selectman

Board of Selectman Agenda

Regular Meeting via Zoom

**immediately following the Joint Board of Selectmen and Board of Finance Meeting,
but NOT SOONER than 7 p.m.**

Thursday, January 21, 2021 @ 7:00 PM or following the

(ALL ITEMS ON THIS AGENDA ARE SUBJECT TO POSSIBLE ACTION)

Please use the link below to join the webinar:

<https://us02web.zoom.us/j/83259097667?pwd=M3Jzb0N5U0lkK0FvZ1h6dlh4KzVoZz09>

Or Telephone:

US: +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or +1 346 248 7799

Or +1 669 900 6833 or +1 253 215 8782

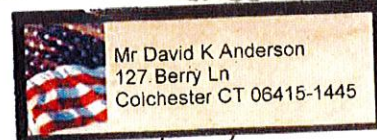
Webinar ID: 832 5909 7667

Passcode: 157318

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ADDITIONS AND/OR DELETIONS TO THE AGENDA
4. CITIZEN'S COMMENTS
5. CORRESPONDENCE: See Attached
6. CONSENT AGENDA
 - A. Approve the Minutes of the January 7, 2021 Board of Selectmen Meeting
 - B. Accept Isaiah Stewart's Resignation from Ad Hoc Committee for Diversity and Inclusion
 - C. Move Joanne Philips from liaison to member of Ad Hoc Committee for Diversity and Inclusion
 - D. Tax Abatements
7. Approve Job Description for Coalition Coordinator – Youth and Social Services
8. Approve Grant Submission of CT Senior Center Project: CARES Act Funding Opportunity
9. Amount of Detail Listed in the Liaison Reports
10. CITIZEN'S COMMENTS
11. FIRST SELECTMAN'S REPORT
12. LIAISON REPORTS: See Attached
13. ADJOURN

2021 JAN 20 PM 9:51
Mary Bylone
First Selectman

TO: BOARD OF SELECTMAN
TOWN OF COLCHESTER
FROM: DAVID K. ANDERSON
SUBJECT: JUNKYARD, BUILT



1/9/2021

ANOTHER YEAR HAS PASSED AND I AM STILL
LOOKING AT THE JUNKYARD, BUILT, AT
12 FERN DRIVE AND THE FORMER AUTOMOBILE
DEALERSHIP IN THE CENTER OF TOWN. TOWNS
THAT HAVE PRIDE, RESPECT FOR OTHERS AND
UNDERSTAND QUALITY OF LIFE DO NOT ALLOW
JUNKYARD OR BUILT TO EXIST IN RESIDENTIAL
AREAS OR THE CENTER OF TOWN. THE
OFFICIALS THAT CONTROL COLCHESTER DO NOT
UNDERSTAND THOSE CONCEPTS.

I PLAN TO LEAVE CONNECTICUT SOME TIME
THIS YEAR I WAS TOLD THE JUNKYARD
MAY AFFECT THE SALE OR SALE PRICE OF
MY HOUSE MOST PEOPLE DO NOT WANT TO
LIVE NEXT ^{TO} A JUNKYARD IN A RESIDENTIAL
AREA.

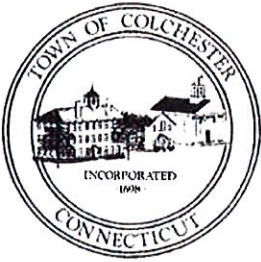
SO FAR ALL I HAVE HAD IS EXCUSES AND
HAVE BEEN IGNORED.

WHEN I LEAVE CONNECTICUT, I EXPECT TO
HAVE A BETTER QUALITY OF LIFE AND WILL
BE BETTER OFF FINANCIALLY, FEWER TAXES

WHEN DO YOU EXPECT TO ADDRESS THE
JUNKYARD AND BUILT? R.S.V.P



01-13-21A11:19 RCVD



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Mary Bylone, First Selectman

January 13, 2021

Dave Anderson
127 Berry Lane
Colchester, CT 06415

Dear Mr. Anderson,

I am in receipt of your written concerns related to the blight on the Fern Road property. I appreciate you cannot see the amount of time, attention and efforts the Town has expended on this issue and I am not able to be any more specific with my response. I can tell you we are involved with the property and have had a number of meetings over the past several months to determine a plan that is both legal and humane. This situation is complicated and there are statutes which outline the processes which must be followed.

This situation has existed for a long time. It cannot be fixed without exhausting a number of investigative processes.

Sincerely,

Mary Bylone
First Selectman
Town of Colchester

CC: Daphne Schaub
Board of Selectmen



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Mary Bylone, First Selectman

Board of Selectman Minutes

Regular Meeting via Zoom

Thursday, January 7, 2021 @ 7:00 PM

(ALL ITEMS ON THIS AGENDA ARE SUBJECT TO POSSIBLE ACTION)

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

1. CALL TO ORDER: 7 p.m.
2. PLEDGE OF ALLEGIANCE
3. ADDITIONS AND/OR DELETIONS TO THE AGENDA: R. Coyle motioned to add a presentation on Town Goals as number 13 and renumber accordingly, seconded by D. Mizla. MOTION CARRIED UNANIMOUSLY. T. Rudko motioned to add type of payments accepted by the town as number 14 and renumber accordingly, seconded by D. Turner. MOTION CARRIED UNANIMOUSLY
4. CITIZEN'S COMMENTS: Katherine Kosiba spoke in favor of the purchase of the Westchester Property.
5. CORRESPONDENCE: ATTACHED
6. CONSENT AGENDA
 - A. Approve the Minutes of the December 17, 2020 Board of Selectmen
 - B. Amend Reappointment for Jason Radacy to ZBA for a five-year term to end 12/31/2025
 - C. Amend Reappointment for Bob Setschinsky to ZBA for a five-year term to end 12/31/2025
 - D. Accept Jean Stawicki's Resignation from the Commission on Aging
 - E. Tax Abatements

D. Turner motioned to approve the Consent Agenda with the correction to the minutes in liaison reports to list T. Rudko instead of R. Rudko, seconded by R. Coyle. MOTION CARRIED UNANIMOUSLY
7. Presentation by Novus on ePortal for Freedom of Information Requests: First Selectman to ask attorney to attend a future Board of Selectmen meeting to discuss possible legal implications.
8. Charge for Ad Hoc Committee to Research Using Town Funds to Support Efforts to Secure Both Conservation and Agricultural Easements: No action taken.
9. Norton Park Grant: R. Coyle motioned to support the submission of the application for the Community Foundation of Eastern Connecticut for the Norton Park Committee, seconded by D. Mizla. MOTION CARRIED UNANIMOUSLY
10. Approve Section 5310 Funding for Procurement of 14 Passenger Bus for Senior Center: R. Coyle motioned to approve the Section 5310 funding and authorize the First Selectman to sign all necessary documents, seconded by D. Turner. MOTION CARRIED UNANIMOUSLY

RECEIVED
TOWN OF COLCHESTER
2021 JAN 11 PM 1:03
Mary Bylone
First Selectman

11. Memorandum of Understanding for Section c-601 c of the Town Charter: T. Rudko motioned to accept the MOU with the changes, seconded by R. Coyle. MOTION CARRIED UNANIMOUSLY
12. Amount of Detail Listed in the Liaison Reports: No action taken.
13. Presentation of Town Goals by the First Selectman: Power Point Attached
14. Type of payments accepted by the Town: The board reached consensus that the Tax Collector should take cash. Tax Collector will attend the next BOS meeting to discuss other payment questions and procedures.
15. CITIZEN'S COMMENTS: Katherine Kosiba supported the presentation on the budget goals presentation, the promptness of the reply about pedestrian safety and made a suggestion for liaison reports.
16. FIRST SELECTMAN'S REPORT:
 - There will be a joint Board of Selectmen and Board of Finance meeting on January 21 at 6 p.m. to hear a presentation about the new Senior Center.
 - There were 113 cases of COVID in town last week. There has been an outbreak of it at Apple Rehab and one person at Harrington Court.
 - State has given 99,929 first vaccinations and 1,085 of the second dose. Some members of our Fire Department and Police Department have gotten the first vaccine.
17. LIAISON REPORTS:
 - T. Rudko – Unable to attend Planning and Zoning.
 - R. Coyle – Agriculture Commission – appointed a person to the Ad Hoc Committee to Research Using Town Funds to Support Efforts to Secure Both Conservation and Agricultural Easements.
 - Senior Center Building Subcommittee – Public Information – Discussion about how to inform the public.
 - Chatham Health District Budget Subcommittee
 - Colchester Business Association – Presented for the First Selectman State of the Town.
 - D. Mizla – Youth Services Advisory Board – They are doing the Learning Lounge and Community Conversations. They did the Resolution Run virtually and had 17 participants, some were from other parts of the country.
 - D. Turner – Historic District Commission – One new application for certificate of appropriateness. They elected their officers.
 - Ad Hoc Committee for Diversity and Inclusion – Patty Watts from the Senior Center was the guest speaker. They will have new guest speakers including Matt Bordeaux and the Police Commission.
 - First Selectman – Police Commission – Was unable to attend but they are working on budget priorities.
18. ADJOURN: T. Rudko motioned to adjourn at 8:50 p.m., seconded by R. Coyle. MOTION CARRIED UNANIMOUSLY

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

Respectfully Submitted by:

A handwritten signature in black ink, appearing to read "Heide", followed by a long, sweeping horizontal flourish.

Heide Perham, Executive Assistant to the First Selectman

January 19, 2021

Reginald Isaiah Stewart
28B Plumtree Dr
Norwich, Ct 06360

To Whom It May Concern:

It is to my dismay that I'm writing this letter hereby certifying my resignation from the "Diversity and Inclusion" ad hoc committee.

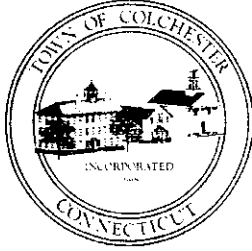
However else I may assist the committee I am more than happy to oblige; however, I know by my new residency that is rather difficult, near impossible. Nonetheless, as a 15+ year resident of Colchester I do wish nothing but the best for my old town and with a committee as important as this I'd do whatever to help.

I give my dearest thanks to Ms. Denise Turner, Miss Meaghan Kehoegreen, Ms. Denise Mizla, I wish them all the best.

Blessings and safety in these trying times to you and yours.

Sincerely,

Reginald Isaiah Stewart



Town of Colchester

Youth & Social Services Coalition Coordinator

GENERAL STATEMENT OF DUTIES

The Coalition Coordinator is responsible for the development of effective substance abuse prevention and health promotion strategies that will lead to reductions in substance abuse rates in the community.

WORK SCHEDULE/SUPERVISION

Flexible schedule to be determined by the Director to meet programming needs (35 hours/week); occasionally requires evening and weekend hours as programs/events dictate. Reports to YSB Director (job performance and plan progress) and Coalition Chair (progress on coalition plan). Requires travel to at least two national conferences.

COMPENSATION

Competitive salary and benefits including a) paid vacation, sick and holidays; b) the offer of medical and dental benefits; and c) a retirement savings plan that may include employer match

ESSENTIAL DUTIES

- Oversee and implement all Substance Use Prevention and Coalition work within Youth Services Department.
- Responsible for grant development, submission, reporting, budgeting, data collection and deliverables of all prevention grants including, Drug Free Communities Grant, Local Prevention Council Grant, and other related funding opportunities.
- Participate in all required trainings and conferences associated with DFC grant
- Collaborate with Federal and State partners on Youth Substance Use Prevention
- Planning, implementing, and evaluating activities associated with Coalition
- Technical assistance and capacity building to local coalition partners
- Volunteer recruitment, training, coordination, and management

EDUCATION AND EXPERIENCE

Bachelor's degree and at least three years of experience in managing or coordinating a community-based public health or related agency. Good standing as a Certified Prevention Specialist or commitment and action plan to secure CPS within 12 months of employment. Evidence of recent and ongoing professional development and/or education on topics relevant to health promotion and prevention.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Mastery of basic prevention concepts and relevant models such as:

- Fundamental mechanisms of addiction and recovery – including impact on the brain for alcohol, tobacco, and other drugs (ATOD)
- Strategic Prevention Framework
- Social Development Model
- Asset Development Model
- Public Health Model
- Risk and Protective Factors
- Child and Adolescent Development
- Genetic and Congenital Predispositions
- Community organizing and mobilization
- Social Determinants of Health and Health Equity
- Population-based Health Approaches
- Biology of trauma

- Evidence-based prevention and health promotion strategies and best practices
- State, regional, and local trends and patterns in alcohol and drug use
- Working knowledge of related subject matter areas such as suicide prevention, problem gambling prevention, restorative practices, social and emotional learning, and trauma-informed care
- Working knowledge of prevention stakeholders (DMHAS, DPH, DCF, RBHAOs)

Skills

- Relationship building with diverse, multi-cultural partners and engaging these partners in collaborative actions
- Coalition building and management
- Communication; including effective public speaking and presentations (similar to pitches or sales calls) to diverse audiences
- Group facilitation and leadership of teams
- Fundamental computer literacy and technology skills including mastery of Microsoft Office (e.g., Word, Excel) and PowerPoint
- Advanced technology skills relevant to social media, website maintenance, and customer relationship management software
- Analytical skills relevant to analyze and interpret community-level and program-level data sets (qualitative and quantitative)
- Project planning, management, and organization of work streams (e.g., logic models, work plans) and events to implement the prevention plan
- Develop and/or manage continuous quality improvement processes, including stakeholder experience and satisfaction
- Multi-cultural sensitivity and a practical understanding of both community and workplace standards and inclusion practices

Abilities

Demonstrated performance to perform tasks - using knowledge and skills appropriately

- Participatory leadership style and ability to build consensus, mediate, and negotiate
- Professionalism across attitude, behavior, and workplace attire
- Decision making, problem solving, and adaptability to deal with emerging situations and/or opportunities
- Plan, direct and manage complex community-level change processes
- Time management and prioritization of tasks
- Self-starter with motivation and energy level sufficient to invigorate others

Other

- Valid driver's license and reliable transportation
- Criminal background check

**This is an entirely grant funded position which is contingent on receipt of the Federal Drug Free Communities Grant. Funding period is December 31, 2020 – September 29, 2025.*

COA Meeting-January 11, 2021

Though our building is still not open to the public, we continue to provide the following services:

- Transportation for in-town, medical rides and monthly shopping trips (masked and socially distanced)
- Meals: MOW deliveries (Tuesday-Friday) and Community Café (5 frozen meals delivered every Tuesday)
- Wellness Check outreach calls-these are now happening once per month, unless otherwise requested
- Virtual Programming with at least 1 in-person safely distanced special event per month.
- Weekly communications through email blasts and robo-calls to all members
- Management of the office: volume of phone calls have remained steady, paying bills, grant reports, management of social media, etc.
- Building is closed, but people can call in to make an appointment for any one-on-one assistance which cannot be handled by phone. (masked and socially distanced)

Last month, I attended the Long-term Recovery Committee and Ad Hoc Committee for Diversity and Inclusion Meetings. I shared what the senior center has been doing to support community seniors throughout the pandemic and the closure of our building to the public.

Colchester remains at a Red Alert status for positive rates of COVID-19. Once cases begin to trend downward, CHD will be looking for a minimum of 4 weeks of stability before recommending that we reopen the senior center building to the public. The doors remain locked, with information to call in for assistance, or ring the doorbell—staff report daily and work from the building. Town Hall is also closed to the public, except by appointment through the end of the month of January 2021.

The Holiday Stocking Project collected a total of \$3,070.00, which provided stockings for 70 seniors in the community, delivered on December 2021. I will write a Letter to the Editor in the *River East News Bulletin* and will see if they would like to feature an article about the project.

New programs have begun under the leadership of Ruth Reinwald-Learn to Sign with Ruth, Coffee Talk with Ruth, Step by Step Painting Class, International Cooking Demos, Wheel of Fortune and Boggle on Zoom. We've identified a weakness in our programming around fine arts, so Ruth will be implementing several programs where participants can be creative and have fun.

AARP's Tax Aide program will begin in February, if AARP National allows it. We are making preparations for socially distanced appointments and scheduling appointments, effective January 1st. This may be shut down entirely, if AARP National deems it unsafe for their volunteers, due to COVID-19.

We are looking forward to the public education for the new senior center to begin and many CSC members have been asking about it. I think it will be something for people to be encouraged about and give them a positive thing to focus on in the community, which is timely.

Should the senior center or any of our programs or services be closed due to inclement weather, postings can be found on WFSB Channel 3 under "Colchester Senior Center." We do not follow the school calendar.

CSC will be closed on Monday, January 18th in observation of Martin Luther King, Jr. Day.

Attendance & Meals Served:

- Meals delivered in November: Community Café: 231 MOW: 524
- Monthly transports in November: 454 (closed 11/11, 11/26 & 11/27)
- Monthly attendance in November: 807
- Total Membership: 1,301