REGULAR MEETING AGENDA
COLUMBIA BOARD OF SELECTMEN
Tuesday, July 7, 2015 - 7 pm.
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT

CALL TO ORDER

1. PLEDGE OF ALLEGIANCE

2. MINUTES: BOS Regular meeting minutes of 6/16/15

3. AUDIENCE OF CITIZENS

4. OLD BUSINESS
4.1 Mono Pond – Presentation by Dr. Kortmann
4.2 Pavilion and other town facilities - rental fees/general rules, etc.
4.3 Angelides v. TOC – tax assessment appeal settlement

5. NEW BUSINESS:
5.1 IT Managed Support and Hosting Services – Connecticut Center for Advanced Technology (CCAT), Dan Salazar
5.2 Hunters Ridge road acceptance and bond release
5.3 Emergency Management Performance Grant (EMPG)

6. COLUMBIA LAKE / DAM / BEACH
6.1 Application to construct structures on or over Columbia Lake at 70 Route 87 by Jim Blair on behalf of Ronald and Sharon Young

7. APPOINTMENTS / RESIGNATIONS:
7.1 Resignation of De Ramm as Town Historian
7.2 Appointment of Ingrid Wood as Town Historian

8. TOWN ADMINISTRATOR REPORT: See report.

9. CORRESPONDENCE

10. BUDGET
10.1 Transfers
10.2 Refunds

11. APPROVE PAYMENT OF BILLS

12. BOARD MEMBER COMMENTS

13. EXECUTIVE SESSION
13.1 Real estate per State Statutes Section 1-200(6)(D); Pending Litigation per State Statutes Section 1-200(6)(B); Personnel per State Statues Section 1-200(6)(A);

14. ADJOURNMENT

√ gk

REGULAR MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, June 16, 2015 - 7 pm.
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT

**Members Present:** First Selectman Carmen Vance; Deputy Selectman Steven Everett; Selectman Robert Hellstrom; Selectman William O'Brien; Selectman Robert Bogue.

**Also Present:** Town Administrator Natasha Nau; Ann Dunnack; Keith Herzig; Kristin Garrison.

**CALL TO ORDER:** C. Vance called the meeting to order at 7 pm.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
2. **MINUTES: BOS Regular meeting minutes of 6/2/15:** C. Vance MOVED to approve the Regular Meeting Minutes of 6/5/15. MOTION CARRIED 5:0
3. **AUDIENCE OF CITIZENS:** None.

4. **OLD BUSINESS:** None.
5. **NEW BUSINESS:**

5.1 **"MAKE- A- WISH" DAY:** K. Herzig, "Make-A-Wish" Connecticut Executive Board Chairman spoke about the "Make-A-Wish" foundation. He explained that the foundation arranges experiences (described as "wishes") to children with life-threatening medical conditions. In order to qualify for a wish, the child must be between the ages of 3 to 17 at the time of referral. Kristin Garrison, "Make-A-Wish" Granter, stated that two children from town have been granted their wishes and that a third child in Columbia is hoping that his/her wish is granted as well. K. Garrison and K. Herzig explained that they would like permission to hold "Make-A-Wish" day at the Gazebo on the town green after the July 4th Parade. Nau stated that the gazebo is already reserved and the Columbia Lions Club have been made aware. K. Herzig stated that at this time, "Make-A-Wish" day will be a one-time occurrence. R. Bogue suggested that this should be announced at the start of parade so everyone is aware of the special event that will follow the parade. Discussion followed. W. O'Brien MOVED that July 4, 2015 be named "Make-A-Wish" day in addition to Independence Day. MOTION CARRIED 5:0. The BOS will create a proclamation for this special event.

5.2 **JOB DESCRIPTION – ZONING ENFORCEMENT OFFICER (ZEO):** One sentence was added for the Blight Officer duties. S. Everett MOVED to accept the ZEO job description as presented. MOTION CARRIED 5:0.

5.3 **CREATION OF ENVIRONMENTAL ADVISORY COMMITTEE:** N. Nau explained that she spoke with Kristina Earle regarding the creation of an Environmental Advisory Committee. K. Earle felt this would be a great idea, but is moving out of town so would not be able to participate. N. Nau stated that K. Earle did provide her with some names of individuals in town that she felt would be interested in taking part in creating such a committee. N. Nau has contacted these individuals and has received positive

feedback. She feels that this committee would be beneficial in seeking grants and promoting recycling like the Solid Waste Recycling Advisory Committee (SWRAC) did. A meeting schedule and mission statement will need to be established. Discussion followed. S. Everett MOVED to dissolve SWRAC and create an Environmental Advisory Committee. MOTION CARRIED5:0.

6. **COLUMBIA LAKE/DAM/BEACH:**

6.1 **Application from Cooke:** W. O'Brien MOVED to approve the application of Stephen and Louise Cooke to rebuild their existing dock and replace a missing "L" section at 112 Route 87, contingent upon the recommendations made by LMAC. MOTION CARRIED 5:0

7. **APPOINTMENTS/RESIGNATIONS:**

7.1 **Registrar of Voters (ROV) appointments/resignations:** The BOS recognized the ROV appointments and resignations.

7.2 **Resignation of Martha Fraenkel:** C. Vance moved to accept the resignation of M. Fraenkel with regret and thanked her for all she has done while serving the town. MOTION CARRIED 5:0.

7.3 **Appointment of Jim Rupert as Deputy Fire Marshall:** N. Nau stated that J. Rupert will serve as Deputy Fire Marshall for approximately one year or until the position is filled permanently. She explained that CVFD Captain Stephen Postemsky will receive the required training for this position in the meantime. Discussion followed. W. O'Brien MOVED to appoint J. Rupert as interim Deputy Fire Marshall. MOTION CARRIED5:0.

8. **TOWN ADMINISTRATOR REPORT:** See attached report. Discussion ensued regarding invasive species at Mono Pond. N. Nau will speak with Dr. Kortmann and look into the issue and report back to the BOS with more information on the cost of spraying, possible repercussions of spraying, the plan for removing invasive aquatic plants, etc.

9. **CORRESPONDENCE:**

9.1 **Letter to Kathy Butler from C. Vance dated 6/9/15:** C. Vance told the BOS that K. Butler donated a flag to the town which is now flying on the pole next to the Memorial Garden on the town green. C. Vance thanked K. Butler on behalf of the BOS.

9.2 **Letter to Attorney Ken Slater from R. Kenefick dated 6/12/15**

9.3 **State Police Report dated 6/2/15**

10. **BUDGET:**

10.1 **Transfers:** C. Vance MOVED to approve the following transfers:

| | | |
|---|---|---|
| $3,600 | 10-4800-900, Contingency | 10-4610-300, Public Celebrations, General Supplies |
| $732.78 | 10-4130-110, Postage | 10-4130-300, General Supplies |
| $376.33 | 10-4130-520, Printing | 10-4130-300, General Supplies |

MOTION CARRIED 5:0.

10.2 **Refunds:** None.

11. **PAYMENT OF BILLS:** C. Vance MOVED to approve the total payment of bills in the amount of $234,805.59. MOTION CARRIED 5:0.

12. **BOARD MEMBER COMMENTS:** S. Everett asked about the maintenance of Szegda Farm. Discussion followed.

13. **EXECUTIVE SESSION:**

13.1 **Real estate per State Statutes Section 1-200(6)(D); Pending Litigation per State Statutes Section 1-200(6)(B); Personnel per State Statutes Section 1-200(6)(A).** C. Vance MOVED to enter into Executive Session at 8:06 pm with N. Nau and Mary Lavallee present. Executive session ended at 8:29 pm.

*W. O'Brien MOVED to add item 7.4 to the agenda entitled, "Appointment of Paula Stahl as Interim ZEO" MOTION CARRIED 5:0.*

7. **APPOINTMENTS/RESIGNATONS (CONTINUED):**

7.4 **Appointment of Paula Stahl as Interim ZEO:** C. Vance MOVED to appoint P. Stahl as Interim ZEO. MOTION CARRIED 5:0.

14. **ADJOURNMENT:** C. Vance MOVED to adjourn at 8:35 pm and the MOTION CARRIED UNANIMOUSLY.

The next meeting is scheduled for Tuesday, July 7, 2015 at 7 pm.

## Town Administrator

**From:** Beverly Ciurylo
**Sent:** Friday, June 12, 2015 11:44 AM
**To:** Town Administrator
**Subject:** RE: Mono Pond and Dr. Kortman

Hi Natasha,

Yes, funds have been budgeted for both Mono Pond and the lake for a Limnologist (assuming Dr. Kortman) to do a study as well as present findings on invasive species. For Mono Pond, the total budgeted is $18,420 and for the lake, the total budgeted is $12,490. I do not know if Dr. Kortman has been contacted and contracted for this.

This is budgeted in the 2015-2016 fiscal year so it should not be done before June 30th.

George may have met with Jonathan and may have some information for you.

- Bev

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**From:** Town Administrator
**Sent:** Friday, June 12, 2015 10:27 AM
**To:** Beverly Ciurylo
**Subject:** Fwd: Mono Pond and Dr. Kortman

Hi Bev,

Do we have money budgeted for the study by Dr. Kortman mentioned by Ann below? If so, how much and does it need to be done before June 30th?

Natasha R. Nau
Town Administrator
Town of Columbia
323 Route 87
Columbia, CT 06237
Phone: (860) 228-0110

Sent from my iPad

Begin forwarded message:

> **From:** Ann Dunnack <adunnack@charter.net>
> **Date:** June 11, 2015 at 11:30:27 AM EDT
> **To:** Town Administrator <townadministrator@columbiact.org>
> **Subject: Mono Pond and Dr. Kortman**
>
> Natasha,
> Concerning Mono Pond: I believe that some funds were included in Dr. Kortman's salary to study and recommend a course of action for the invasive aquatic plant life in Mono Pond. The Conservation Commission would like to know if Dr. Kortman knows he is to do this study? And when this study is likely to happen? We have members who would like to accompany him, and may be helpful in supplying boats, etc. to aid in his study.

Item 2 Re Open Space: Have you had an opportunity to contact any Wells Woods property owners, or have any contacted you? Any news you may have in this department would be helpful, as I will be preparing the agenda for the 6/18 OS meeting soon.

Item 3 Re Recreation: Just a heads up that CRC has come up with a plan for the kayak rental that would make the kayaks available in the off-season, and be very easy for the Rec Dept. staff to administer. As soon as we have it written up, we will contact you to get on the BOS agenda.

Thank you,
Ann Dunnack

# STATE OF CONNECTICUT
## DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
*DIVISION OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY*

## NOTICE OF GRANT AWARD

**Purpose:** This document is the obligating contract between the Grantor and Grantee.
**Signatory:** DESPP/DEMHS Deputy Commissioner William P. Shea or designee.
**Authorizing Legislation:** Department of Homeland Security Appropriations Act, 2014, (Pub. L. No.113-76).

| GRANTEE INFORMATION | | GRANT INFORMATION | | GRANTOR INFORMATION: | |
|---|---|---|---|---|---|
| **Grantee:** | Town of Columbia | **DEMHS Grant #:** | 014E030A | **Grantor:** | DESPP/DEMHS |
| **Address:** | 323 Route 87<br>Columbia, CT 06237 | **Fed Grant # :** | EMW-2014-EP-00050 | **Unit:** | Strategic Planning<br>Comm. Preparedness |
| | | **CFDA:** | 97.042 | | |
| **Grantee FY** | July 1 to June 30 | **Date of Award:** | June 17, 2015 | **Address:** | 1111 Country Club Rd.<br>Middletown, CT 06457 |
| **FEIN:** | 06-0849153 | **Start Date:** | 10/1/2014 | **POC:** | Michael Caplet |
| **POC:** | Mr. Jerry James | **End Date:** | 9/30/2014 | **Phone #:** | 860-537-7560 |
| | | | | **Email:** | Michael.caplet@ct.gov |

## FUNDING BREAKDOWN (Summary of Attached Budget)

| | | | |
|---|---|---|---|
| **Total Budget:** | **$6,000.00** | **State Match:** | **$ 0.00** |
| **Total State Funding:** | **$ 0.00** | **Grantee Match:** | **$3,000.00** |
| **Total Federal Funding:** | **$3,000.00** | | |

## SUMMARY DESCRIPTION OF FUNDING

Through this accord, the Town of Columbia will use grant funding in the amount of **$3,000.00** from the **2014 Emergency Management Performance Grant** for costs related to preparedness activities associated with implementing the Connecticut Homeland Security Strategy and the Investments identified during the application period. This program provides an integrated mechanism to enhance the coordination of State and National Priority efforts to prevent, respond to, and recover from terrorist attacks, major disasters, and other emergencies.

## AUTHORIZATION OF AGREEMENT

My signature below, for and on behalf of the above named grantee, indicates acceptance of the above referenced award and further certifies that:

1. I have the authority to execute this agreement on behalf of the grantee; and
2. The grantee acknowledges that they have read, understand and will comply with the attached general and Special grant Conditions, and Standard Assurances, Reporting Schedule and inventory requirements contained within this grant award package on pages 1-25.

By: _____ _____
*(Signature of Authorized Officials)* (Date)

_____
(Typed Name of Authorized Official)

**FOR THE DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION**

By: _____ _____
*(Signature of Authorized Officials)* (Date)

*DEPUTY COMMISSIONER, WILLIAM P. SHEA*
(Typed Name of Authorized Official)

## CORE CT INFORMATION *(FOR DESPP OFFICE USE)*

Contract #:_____ PO #_____ Receipt Date:_____

| Amount | Fund | Dept. | Sid | Program | Account | CH 1 | CH 2 | Bud Ref | Proj. |
|---|---|---|---|---|---|---|---|---|---|
| 3,000.00 | 32160 | 21881 | 27570 | 55050 | 190103 | | | 2014 | DPS_Nonproject |

***Memorandum***
**To:** Board of Selectmen
**From:** Natasha R. Nau, Town Administrator
**Date:** July 6, 2015
**Re:** Angelides v. TOC

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Dear Board,

It was the recommendation of Finance Director, Beverly Cuirylo, that the Board make a formal motion for auditing purposes regarding the decision made in executive session on June 16th about the settlement of the Angelides assessment appeal case rather than moving forward to the Appellate Court. Again, the settlement amount was for $83,419.32 for the 2012 and 2013 tax years. The 2014 tax bill was pre-adjusted with the new value prior to being mailed. The 2011 tax year has been excluded by the court but the court fees and interest are still being contested. Payment is being held until the case is completely closed but the check has been written and is ready.

Motion Language:

"I MOVE to accept Judge Aronson's judgment to refund $83,419.32 for the 2012 and 2013 tax years in the case of Angelides v. Town of Columbia and not to move forward with an appeal to the Appellate Court as recommended by Attorney Michael Collins."

(Annual Monitoring Budget has been $5,000 for many years - Lab Analyses were added several years ago without increasing budget.)

## Columbia Lake Tasks and Budget Proposal

Routine Monthly Monitoring includes depth profiles using instrumentation (Oxygen, temperature, pH, etc.) as well as collection of water samples from several depths. Also includes Lab Analyses (added to the ECS Scope.Costs several years ago), Diagnostic Evaluation of the data with comparisons to the long-term database to identify trends. An Executive Summary Report with collected data is included. An "Optional" budget line item is provided for preparation and presentation of results as requested.

| | ProHours | ProCost | Expenses | Total Cost |
|---|---|---|---|---|
| **Routine Annual Lake Monitoring (Monthly Database Sampling)** | 50 | $ 5,000.00 | $ 1,800.00 | $ 6,800.00 |
| Additional Meetings & Presentations Upon Request | 6 | $ 840.00 | $ 50.00 | $ 890.00 |
| | | | Subtotal= | $ 7,690.00 |

The extensive abundance of an invasive aquatic macrophyte in Mono Pond (Fanwort) raises concerns about its potential to infest Columbia Lake due to the proximity of the lakes. Several inspections of the most likely locations for Fanwort to appear in Columbia Lake are recommended, especially the Town Boat Launch area and near the Confluence of Erdoni Brook. If found early Fanwort will be more easily removed/managed. It has the potential to cause serious "weed issues" if it becomes established in Columbia Lake.

| | | | | |
|---|---|---|---|---|
| **SCUBA Inspection Fanwort and other Invasive Macrophytes** | | | | |
| Spring 2014 | 12 | $ 1,500.00 | $ 100.00 | $ 1,600.00 |
| Summer 2015 | 24 | $ 3,000.00 | $ 200.00 | $ 3,200.00 |
| | | | Subtotal= | $ 4,800.00 |

## Mono Lake Tasks and Budget Proposal

The following Scope Items are to examine the natural features of Mono Pond and assess approaches that could be used to reduce the impacts of the Fanwort infestation. The first Item, "Baseline Study", is needed to develop information about the Mono Pond Ecosystem needed to evaluate lake management approaches (e.g. water budget vs. depth interval volumes, refill rates following drawdown, bottom types, etc.), as well as water quality and habitat relationships.

| | ProHours | ProCost | Expenses | Total Cost |
|---|---|---|---|---|
| **Routine Lake Monitoring (Baseline Study)** | 40 | $ 4,000.00 | $ 1,800.00 | $ 5,800.00 |
| Additional Meetings & Presentations Upon Request | 6 | $ 600.00 | $ 50.00 | $ 650.00 |
| | | | Subtotal= | $ 6,450.00 |

The Macrophyte Inspection / Evaluation Line Items are needed to examine both nuisance macrophytes (e.g. Fanwort, Milfoil) as well as other native and beneficial macrophytes. Much of this scope could be reduced if CAES performs follow-up macrophyte survey work in 2015.

| | | | | |
|---|---|---|---|---|
| **Inspection Fanwort and other Invasive Macrophytes** | | | | |
| (Field Verify CAES Maps) Fall 2014 | 5 | $ 625.00 | $ 100.00 | $ 725.00 |
| Summer 2015 | 9 | $ 1,125.00 | $ 200.00 | $ 1,325.00 |
| | | | Subtotal= | $ 2,050.00 |

The Diagnostic Evaluation and Macrophyte Feasibility Study Scope is to develop a feasibility assessment of aquatic macrophyte control approaches (such as seasonal drawdown, benthic barriers, various harvesting approaches, herbicides) and conduct discussion meetings to begin developing a "policy and approach" to managing macrophytes and water/habitat quality in Mono Pond.

| | | | | |
|---|---|---|---|---|
| **Diagnostic Evaluation and Macrophyte Feasibility Study** | | | | |
| Diagnostic-Feasibility Evaluations | 24 | $ 3,360.00 | $ 100.00 | $ 3,460.00 |
| Meetings and Workshop Discussions | 12 | $ 1,680.00 | $ 100.00 | $ 1,780.00 |
| Report Preparation | 32 | $ 4,480.00 | $ 200.00 | $ 4,680.00 |
| | | | Subtotal= | $ 9,920.00 |
| | | | | |
| *Optional Pilot Test* - Benthic Barriers | 24 | $ 3,000.00 | $ 200.00 | $ 3,200.00 |

*Eric Thomas - DEED watershed manager*

*Grassy Lake ? Jamaica ?*

*Memorandum*
**To:** Board of Selectmen
**From:** Natasha R. Nau, Town Administrator
**Date:** July 6, 2015
**Re:** Rec Park Pavilion Fee Increase

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Dear Board,

At your June 2nd meeting, I discussed the pavilion rental fee at Rec Park with you and how it was low compared to surrounding towns and felt that the Town is losing out on revenue. A memorandum and town fee comparison chart was provided. You had the following additional questions/comments that you tasked me with following up on: 1) multiple events in one day/one weekend and the associated trash pick-up and bathroom cleaning 2) alcohol consumption and liability 3) Recreation fields usage.

Gatekeeper Philip Levine was contacted and he is willing to come in between events to perform a check of the condition of the area, empty garbage/recycling and restock/clean the bathrooms. We will work out an agreement to pay him for this additional service utilizing some of the revenue from the increased fee. In the case that he is unable, his substitute will perform the tasks.

The majority of parks in the area do not allow alcohol and we currently prohibit it as well. This policy will remain in effect. We will, however, require a general liability insurance certificate (similar to what we currently require for Yeomans Hall) in case of any injury.

Recreation fields will not be listed as an amenity due to potential scheduling conflicts.

Based upon the research performed, I propose that we raise our fee from $25 for unlimited hours to:

- $100 deposit required at time of reservation plus the following block hourly fee
  - Must be reserved at least 1 week prior to the date of event
  - 24 hour cancellation policy to get money refunded; no later than 12pm on Friday for a weekend event
- $50 for 4 hours (9am-1pm or 1:30pm-5:30pm)

The rental fee includes the following amenities: covered pavilion, picnic tables, rest rooms, water pump, hiking trails and garbage pick-up. Philip Levine will check the area between 1 and 1:30pm. He will dump the trash and recycling into a single stream dumpster, which will be rented utilizing some of the revenue from the increased fee and it will locked to prevent illegal dumping. Levine will also check the bathrooms for any necessary restocking and cleaning. The 75 person maximum will still apply. If greater, a port-o-potty rental proof is required. The park's official hours (sunrise to sunset) and season (April 15-November 15 weather pending) will also be listed on the form. As always, if there are any issues at the time of rental, the state police is to be called.

→ Town committees charged?
Lions
Boy scouts

• may rent all day for $100 vs $50... ok.

• Different time frame for summer/winter – what time does gate get locked in? summer?

*Memorandum*
**To:** Board of Selectmen
**From:** Natasha R. Nau, Town Administrator
**Date:** July 6, 2015
**Re:** Angelides v. TOC

---

Dear Board,

It was the recommendation of Finance Director, Beverly Cuirylo, that the Board make a formal motion for auditing purposes regarding the decision made in executive session on June 16th about the settlement of the Angelides assessment appeal case rather than moving forward to the Appellate Court. Again, the settlement amount was for $83,419.32 for the 2012 and 2013 tax years. The 2011 tax year has been excluded by the court but the court fees and interest are still being contested. The 2014 tax bill was pre-adjusted with the new value prior to being mailed.

Possible Motion Language:

~~"I MOVE to settle the Angelides v. Town of Columbia case for $83,419.32."~~

See revised MOTION!

Connecticut Center for Advanced Technology, Inc.

Proposal #1184
Issued 06/18/2015
Updated 06/18/2015

# CRCOG MORE Hosting Services Agreement

**Client Information**
Town of Columbia
323 Route 87, Columbia CT 06237
(860) 228-0110

**Technical & Administrative Contact**
Natasha R. Nau
Town Administrator
townadministrator@columbiact.org
(860) 228-0110

**Proposal Description**

**CRCOG - CCAT Hosted Services**

---

**Service Type**
Hosting (more than 3k/year)
**Description of Services**

CCAT will provide Hosted Servers for the Town of Columbia as part of the CRCOG IT Services Cooperative.

**Deliverable**

CCAT will manage and provide Town of Columbia with a cluster of resources over the Nutmeg Network consisting of up to 32 GB RAM, 571 GB of storage. This service will allow for Active Directory linked LDAP authentication (assuming Layer 2 connection is provisioned between CCAT and client site).

The Hosted Servers service will be served from high-speed hybrid storage arrays, high-speed multi core server guests and host Gigabit Ethernet connectivity to the Nutmeg Network. Backup of the Hosted Servers service will consist of a 30-day backup retention window with weekly full backups and daily incrementals. In addition, full replicas of the virtual machines will be kept for 28 days.

Archiving is the responsibility of the Town of Columbia.

2 Year Agreement Required. Client must execute a CRCOG IT Services Cooperative sideletter.

| | |
|---|---|
| Year 1 Hosting Value | $6,374.06 |
| Year 1 MORE Program Subsidy | ($6,857.14) |
| Year 1 Client Cost | $0.00 |
| | |
| Year 2 Hosting Value | $6,374.06 |
| Year 2 MORE Program Subsidy | ($483.09) |
| Year 2 Client Cost | $5,890.97 |
| | |
| Two Year Total Cost | **$5,890.97** |

**Service/Deliverable Dates**
July 01, 2015 June 30, 2017

**Subtotal: $5,891.00**

**Payment Terms**

Fees for Year 1 are fully subsidized. Fees for Year 2 will be invoiced on 6/1/16 and are due in full, in advance, by 7/1/16. All projects are subject to the terms and conditions contained in the executed CRCOG IT Services Cooperative side letter.

**Required Client Resources**

Client must maintain adequate connectivity to the Nutmeg Network.

**Delivery**

None.

| Description | Quantity | Price | Subtotal |
|---|---|---|---|
| CRCOG Hosted Servers - Year 2 | 1 | $5,891.00 | $ |
| **Total Value** | | | **$5,891.00** |

**Project Timeline**
July 01, 2015 to June 30, 2017

Connecticut Center for Advanced Technology, Inc.

| | |
|---|---|
| Proposal | #1190 |
| Issued | 06/30/2015 |
| Updated | 06/30/2015 |

# Managed Support Services Agreement

**Client Information**
Town of Columbia
323 Route 87, Columbia, CT. 06237
(860) 228-0110

**Administrative Contact**
Natasha R. Nau
Town Administrator
townadministrator@columbiact.org
(860) 228-0110

**Proposal Description**

**CCAT Managed Support Services provides IT professionals and resources to fulfill critical CIO (Tier III), Network Administration (Tier II and Tier III), and Desktop Support (Tier I and Tier II) roles through a single partner ensuring total coverage for all of the Town of Columbia's IT needs.**

---

**Service Type**
Managed Service
**Description of Services**

**Managed Support Services**

**Deliverable**

**Managed Support Process and Services**

Services include email and phone support 5 days a week, 9 hours per day (8 to 5) with a response time of less than 1 hour to begin diagnosis via worm@ccat.us ticket system. Emergency support is initiated by client request and will be provided at special/emergency rates, detailed in the rate structure portion of this agreement, for projects and activities that are not covered under this agreement and are performed during non support hours. This special/emergency support will have a 4 hour response time to begin diagnosis or initiate service. Client will have access to at least 2 CCAT support cell phone numbers for their discretionary use.

Managed Support Services consist of;

1. x4 hours per month Tier I / Tier II support onsite.
2. Unrestricted remote monitoring and remote/onsite technical issue resolution of network and servers and remote/onsite desktop support. This may leverage from Tier I, Tier II, or Tier III resources to resolve issues.
3. CCAT will assign a Tier III "Virtual Chief Information Officer" for higher level consulting and insight, estimated at, but not limited to, 1 formal strategic meeting per year.
4. CCAT will assign a Tier I/II primary engineer for onsite support. The primary engineer reports to a designated client representative.

**Activities include;**

1. Monitoring and maintaining servers, monitoring backups, including monitoring off-site backups on a 24/7 basis via automated monitoring tools. Any alerts received will be addressed by CCAT. CCAT will periodically

perform test restores to ensure the integrity of backups. This is typically Tier II or Tier III level work.

2. Ensuring computers are maintained according to best practices. Ensuring firewalls are appropriately configured for speed and security. Ensuring enterprise software and operating systems are also updated according to best practices. This is Tier I & II, and sometimes Tier III level work.
3. Providing application support for Microsoft Office, Windows, and its pre-installed applications as needed. In addition, provide assistance with specialty applications, like a Munis or QDS, by acting as an advocate for client in dealings with vendor. This is typically Tier I or Tier II level work.
4. Maintaining licensing for enterprise software, hardware like firewalls, backup software and common desktop applications (Client must purchase these separately). This is typically Tier I or Tier II level work.
5. Diagnosing hardware issues and working with warranty providers for service. CCAT can facilitate this process and advise client on hardware repair versus replacement options. This is typically Tier I or Tier II level work.
6. Supporting client network including network wiring, switches, routers and firewalls. CCAT will assist and work with client to oversee any required construction/remodeling that impacts the IT Infrastructure. This is typically Tier II and sometimes Tier III level work. This does not include consulting on the construction project itself, which is handled through separate agreement.
7. Granting client access to CCAT's problem reporting system for submitting trouble tickets, network documentation, and server/desktop monitoring platform.
8. Providing support for hosting services when client is hosting with a non-CCAT provider (ie MS Office 365). This is Tier II or Tier III level work.

**The following are not included:**

1. *All hardware repair. This is to be provided by manufacturer/reseller including printers, desktop computers, and servers. Support for specialty applications, except where the problem lies in one of the covered services. as above, CCAT primary engineer will faciliate this process and represent client's interests.*
2. *Software support for specialty applications or hardware systems outside of the core IT infrastructure. As with hardware repair, CCAT can faciliate this process and represent the client's interests.*
3. *Installation/configuration of more than 1/3 of total non-server computers in one year.*
4. *Any projects that fall outside the scope of the covered services.*
5. *Project (not support, or issue diagnosis, or issue resolution) time beyond the anticipated and specified allotment on site as detailed above.*

**Service/Deliverable Dates**
July 01, 2015 June 30, 2016

**Subtotal: $13,860.00**

**Payment Terms**

Payment is due 30 days from invoice. All projects are subject to CCAT's Terms and Conditions attached.

Invoices will be submitted on a monthly basis.

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**Service Type**
Project
**Description of Services**

**Rate Structure for projects outside of Managed Support**

**Deliverable**

CCAT's breadth of experience and knowledge is a valuable resource for our Clients and CCAT is always ready to take on additional challenges. Should Client request additional services or projects that fall outside the scope of

this proposal, CCAT will be pleased to provide a separate proposal detailing the additional services and related cost based on our standard rates.

Service Consultant Tiers and Standard Rates:
There are 3 Tiers of Support. CCAT selects the Tier based on the client requirements for a given project or portion of a project.

Tier I can handle desktop support, workstation installations, workstation software patches, workstation security updates, basic workstation trouble shooting, user password resets, printing issues, and day to day issues confronting most users in your organization most of the time. **$85/hr.**

Tier II can handle Tier I tasks, as well as more advanced networking, server installations, server software upgrades and patches, network appliances, network performance optimization, and network Tier issues that ensure the organization is running at peak performance. **$135/hr.**

Tier III can handle Tier I and II tasks, but will tend to focus on strategic technology issues and specialized technology deployments. Examples of Tier III could be select portions of projects involving virtualizing servers, virtualizing the desktop environment, or assessing the security profile of a network. Non-technical examples of Tier III would be strategic technology planning and consulting. **$165/hr.**

Emergency Rates/Special Rates are as follows;

Tier I **$130/hr**

Tier II **$202/hr.**

Tier III **$250/hr.**

**Service/Deliverable Dates**
July 01, 2015 June 30, 2016 **Subtotal: $0.00**

**Payment Terms**

Payment is due 30 days from invoice. All projects are subject to CCAT's Terms and Conditions attached.

Invoices will be submitted on a monthly basis.

---

**Service Type**
Project
**Description of Services**

**Remediation Project**

**Deliverable**

Remediation project involves a Not To Exceed project to reconfigure infrastructure systems, backups, and deploy monitoring agents in client environment. Client is billed for actual work performed up to Not to Exceed amount.

**Service/Deliverable Dates**
July 01, 2015 July 30, 2015 **Subtotal: $2,640.00**

**Payment Terms**

Payment is due 30 days from invoice. All projects are subject to CCAT's Terms and Conditions attached.

Invoices will be submitted on a monthly basis.

**Required Client Resources**

None.

**Delivery**

None.

| Description | Quantity | Price | Subtotal |
|---|---|---|---|
| Managed Support Services | 12 | $1,155.00 | $13,860.00 |
| Rate Structure | 0 | $0.00 | $0.00 |
| Remediation Project | 16 | $165.00 | $2,640.00 |
| **Total Value** | | | **$16,500.00** |

**Project Timeline**
July 01, 2015 to June 30, 2016

## IT Master Services Agreement

### A. INTRODUCTION:

**1. TERM:** This Agreement shall be effective upon the last date of execution and shall continue until either party provides notice of termination consistent with Section E.1.

**2. TASK ORDER:** A "Task Order" shall mean any additional document, including any proposals, executed by CCAT and Client, referencing this contractual agreement with specific work detail pertaining to services or products to be provided by CCAT. Any such Task Order(s) and all associated documents therein referenced are incorporated by reference into this Agreement. From time-to-time the parties may amend Task Orders or add additional Task Orders. Any additional services performed by CCAT for the Client shall be governed by the terms of this Agreement. In the event of any conflict or inconsistency between a provision in this Agreement and the relevant Task Order, the provision in question of the relevant Task Order shall prevail.

**3. PAYMENT:** In consideration for the Services, the Client shall pay CCAT in accordance with the terms indicated on the Task Order. CCAT reserves the right to increase your fees effective as of the first day of any renewal term.

**4. METHOD OF PERFORMING SERVICES:** CCAT shall use CCAT's own discretion in performing the tasks assigned, subject to the general direction of the Client and subject to the express condition that CCAT shall at all times comply with applicable law.

**5. PLACE OF WORK:** The parties agree that the nature of some of the services to be performed by CCAT will necessitate that the services be performed on Client's premises or at other locations designated by Client. Client therefore agrees to furnish space on such premises for use by CCAT while performing these services.

### B. HOSTING TERMS OF SERVICE:

**1. CCAT'S OBLIGATIONS.** Contingent on CCAT's acceptance of your Task Order, and subject to these Terms of Service, CCAT agrees to provide the Hosting Services ("Services"). CCAT agrees to follow reasonable security procedures to secure its physical and virtual data environment.

**2. CCAT HOSTING SERVICES.** CCAT monitors 24 hours per day, 7 days a week, year round. You may request support by opening a support ticket via our WORM system, or by calling your CCAT service representative. Service initiated between the hours of 5 PM and 8 AM on weekdays, or at any time during weekends and U.S. Holidays may be subject to additional charges to you. Please see your CCAT agreements for details on "off hours" support and assistance.

**3. MONITORING AND RESPONSE.** CCAT will provide the following monitoring and response services:

- **Availability Monitoring.** CCAT will monitor web and email server availability. Availability is tested every five (5) minutes via ping. CCAT staff will be alerted if the test fails.
- **Fault Monitoring.** CCAT monitors status events on web and mail servers and network devices including network availability, and backup success/failure.

**4. UNAVAILABILITY.** Unavailability means the CCAT internal network infrastructure is down.

CCAT does not guaranty transport across the Connecticut Education Network or other data provider to access the CCAT internal network.

**5. YOUR OBLIGATIONS.** You agree to do each of the following: (i) comply with applicable law and the CCAT Acceptable Use Policy (AUP) (ii) pay when due the fees for the Services, (iii) use reasonable security precautions in

light of your use of the Services, including encrypting any Personally Identifiable Information ("PII") transmitted to or from, or stored on, the CCAT Servers you use (iv) cooperate with CCAT's reasonable investigation of outages, security problems, and any suspected breach of the Agreement, (v) keep your billing contact and other account information up to date; and (vi) immediately notify CCAT of any unauthorized use of your account or any other breach of security. In the event of a dispute between us regarding the interpretation of applicable law or the AUP, CCAT's reasonable determination shall control.

**6. SUSPENSION.** We may suspend your Services without liability if: (i) we reasonably believe that the Services are being used (or have been or will be used) in violation of the Agreement, (ii) we discover that you are, or are affiliated in any manner with, a person who has used similar services abusively in the past; (iii) you don't cooperate with our reasonable investigation of any suspected violation of the Agreement; (iv) we reasonably believe that your Services have been accessed or manipulated by a third party without your consent, (v) we reasonably believe that suspension of the Services is necessary to protect our network or our other customers, (vi) a payment for the Services is overdue, or (vii) suspension is required by law. We will give you reasonable advance notice of a suspension under this paragraph and a chance to cure the grounds on which the suspension are based, unless we determine, in our reasonable commercial judgment, that a suspension on shorter or contemporaneous notice is necessary to protect CCAT or its other customers from imminent and significant operational or security risk. If the suspension was based on your breach of your obligations under the Agreement, then we may continue to charge you the fees for the Services during the suspension.

**7. ACCESS TO DATA.**

**7.1** You will not have access to your data stored on the CCAT system during a suspension or following termination.

**7.2** We backup the CCAT systems on a periodic basis so that we are able to more quickly restore the systems in the event of a failure. These backups are made on a snap-shot basis and, therefore, capture only the information that exists on the system at the time of the backup. In addition, we may destroy all but the most recent backup. These backups may not be available to you or, if available, may not be useful to you outside of the CCAT systems unless otherwise specified by CCAT.

**7.3** Although Services may be used as a backup service, you agree that you will maintain at least one additional current copy of your programs and data stored on the CCAT system somewhere other than on the CCAT system unless otherwise agreed with CCAT.

**8. LICENSED SOFTWARE & LICENSE MOBILITY.** In addition to the terms of our Agreement, your use of any licensed software is governed by said license owners license terms. If you make use of said software, then you represent and warrant that you have a written license agreement which permits you to use the software in conjunction with the Services provided by CCAT. You agree that you will provide CCAT with evidence of such licensing as CCAT may reasonably require prior to the commencement of the Services, and from time to time as necessary to update the status of the license. If you fail to provide the required evidence of licensing CCAT may, at its option, either (i) suspend the Services that were to include such software until the evidence is provided, (ii) provide the Services in reliance on CCAT's licensing agreement with the vendor, and charge you its standard fee for the use of the software until such time as the required evidence is provided, or (iii) suspend or terminate this Agreement.

You must cooperate with CCAT in the event that a software manufacturer requests CCAT's participation in an audit of the software services. You agree that CCAT can provide said manufacturer with (a) the number of Virtual Machine instances provided to you by CCAT (b) a list of the software products which run in such Virtual Machine instances. If the software manufacturer determines that you are non-compliant with the program requirements for their program, then CCAT may terminate this Agreement, the provision of any or all Services to you, or both.

**9. WHO MAY USE THE SERVICE.** You may resell the Services, but you are responsible for use of the Services by any third party to the same extent as if you were using the Services yourself. Unless otherwise agreed, CCAT will provide support only to you, not to any other person you authorize to use the Services. There are no third party

beneficiaries to the Agreement, meaning that third parties do not have any rights against either of us under the Agreement.

**10. NO HIGH RISK USE.** You may not use the Services in any situation where failure or fault of the Services could lead to death or serious bodily injury of any person, or to physical or environmental damage. For example, you may not use, or permit any other person to use, the Services in connection with aircraft or other modes of human mass transportation, nuclear or chemical facilities, or Class III medical devices under the Federal Food, Drug and Cosmetic Act.

**11. IP ADDRESSES.** Upon expiration or termination of the Agreement, you must discontinue use of the Services and relinquish use of the IP addresses and server names assigned to you by CCAT in connection with Services, including pointing the DNS for your domain name(s) away from CCAT Services. You agree that CCAT may, as it determines necessary, make modifications to DNS records and zones on CCAT managed or operated DNS servers and services.

**C. HOSTING ACCEPTABLE USE POLICY (AUP)**

Your Services may be suspended or terminated for violation of this AUP in accordance with the CCAT Hosting Terms of Service. Capitalized terms used in this AUP shall have the meaning given in the Terms of Service.

**1. ABUSE.**

You may not use the CCAT network or services to engage in, foster, or promote illegal, abusive, or irresponsible behavior, including:

1. Use of an Internet account or computer without the owner's authorization;
2. Collecting or using email addresses, screen names or other identifiers without the consent of the person identified (including, without limitation, phishing, Internet scamming, password robbery, spidering, and harvesting);
3. Collecting or using information without the consent of the owner of the information;
4. Use of any false, misleading, or deceptive TCP-IP packet header information in an email or a newsgroup posting;
5. Use of the service to distribute software that covertly gathers information about a user or covertly transmits information about the user;
6. Use of the service for distribution of advertisement delivery software unless: (i) the user affirmatively consents to the download and installation of such software based on a clear and conspicuous notice of the nature of the software, and (ii) the software is easily removable by use of standard tools for such purpose included on major operating systems; (such as Microsoft's "add/remove" tool); or any conduct that is likely to result in retaliation against the CCAT network or website, or the CCAT Hosting's employees, officers or other agents, including engaging in behavior that results in any server being the target of a denial of service attack (DoS).

**2. EXCESSIVE USE OF SYSTEM RESOURCES**

You may not use any shared system provided by CCAT in a way that unnecessarily interferes with the normal operation of the shared system, or that consumes a disproportionate share of the resources of the system. For example, we may prohibit the automated or scripted use of CCAT Mail Services if it has a negative impact on the mail system, or we may require you to repair coding abnormalities in your Hosting-hosted code if it unnecessarily conflicts with other Hosting customers' use of the Hosting. You agree that we may quarantine or delete any data stored on a shared system if the data is infected with a virus, or is otherwise corrupted, and has the potential to infect or corrupt the system or other customers' data that is stored on the same system.

**3. BULK OR COMMERCIAL E-MAIL**

You may not use CCAT services to relay bulk or commercial email except as it relates to routine communications used in conducting your business affairs unless otherwise agreed with CCAT. CCAT may test and otherwise monitor

your compliance with its requirements. In addition, CCAT may block email services that violate these provisions.

**4. VULNERABILITY TESTING**

You may not attempt to probe, scan, penetrate or test the vulnerability of a CCAT system or network or to breach CCAT's security or authentication measures, whether by passive or intrusive techniques, without CCAT's express written consent.

**5. OFFENSIVE CONTENT**

You may not publish, transmit or store on or via CCAT's network and equipment any content or links to any content that CCAT reasonably believes:

- Constitutes, depicts, fosters, promotes or relates in any manner to child pornography, bestiality, or non-consensual sex acts;
- is excessively violent, incites violence, threatens violence or contains harassing content or hate speech;
- is unfair or deceptive under the consumer protection laws of any jurisdiction, including chain letters and pyramid schemes;
- is defamatory or violates a person's privacy;
- creates a risk to a person's safety or health, creates a risk to public safety or health, compromises national security or interferes with a investigation by law enforcement;
- improperly exposes trade secrets or other confidential or proprietary information of another person;
- is intended to assist others in defeating technical copyright protections;
- infringes on another person's copyright, trade or service mark, patent or other property right;
- promotes illegal drugs, violates export control laws, relates to illegal gambling or illegal arms trafficking;
- is otherwise illegal or solicits conduct that is illegal under laws applicable to you or to CCAT; or
- is otherwise malicious, fraudulent or may result in retaliation against CCAT by offended viewers.

**7. OTHER**

- You must have valid and current information on file with your domain name registrar for any domain hosted on the CCAT network.
- You may only use IP addresses assigned to you by CCAT in connection with you're the CCAT services.
- You agree that if CCAT IP addresses assigned to your account are listed on an abuse database like Spamhaus, you will be in violation of this AUP, and CCAT may take reasonable action to protect its IP addresses, including suspension and/or termination of your service, regardless of whether the IP addresses were listed as a result of your actions;
- You agree that we may quarantine or delete any data stored on a shared system if the data is infected with a virus, or is otherwise corrupted, and has the potential to infect or corrupt the system or other customers' data that is stored on the same system.
- You agree that if you register a DNS record or zone on CCAT managed or operated DNS servers or services for a domain of which you are not the registrant or administrative contact according to the registrars WHOIS system, that, upon request from the registrant or administrative contact according to the registrars WHOIS system, CCAT may modify, transfer, or delete such records or zones.

**D. MAIL SERVICES**

**1. MANAGEMENT OF THE SERVICE.** CCAT will provision your initial mail environment, but you are otherwise responsible for managing your mail service, including adding mailboxes, adding wireless or other service components, adding storage capacity, managing settings, and configuring spam filters unless otherwise specified via separate agreement with CCAT.

**2. FILTERING.** CCAT will not provide email filtering unless specified under separate agreement.

**3. MAIL STORAGE LIMITATIONS.** Mail that exceeds the storage limit when received may be permanently lost. An

individual email message that exceeds the per-message size limit may also be permanently lost. The per-message size limit is set per client and may be provisioned up to 50 MB.

**4. CONTENT PRIVACY.** Your email messages and other items sent or received via the mail service will include: (i) the content of the communication ("content"), and (ii) certain information that is created by the systems and networks that are used to create and transmit the message (the "message routing data"). The content includes things like the text of email messages and attached media files, and is generally the information that could be communicated using some media other than email (like a letter, telephone call, CD, DVD, etc.) The message routing data includes information such as server hostnames, IP addresses, timestamps, mail queue file identifiers, and spam filtering information, and is generally information that would not exist but for the fact that the communication was made via email. The content of your items is your Confidential Information and is subject to the restrictions on use and disclosure described in these Terms of Service. However, you agree that we may view and use the message routing data for our general business purposes, including maintaining and improving security, improving our services, and developing products. In addition, you agree that we may disclose message routing data to third parties in aggregate statistical form, provided that we do not include any information that could be used to identify you.

**5. USAGE DATA.** We collect and store information related to your use of the Services, such as use of SMTP, POP3, IMAP, and filtering choices and usage. You agree that we may use this information for our general business purposes and may disclose the information to third parties in aggregate statistical form, provided that we do not include any information that could be used to identify you.

**E. INTERNET ACTIVITIES**

**DISCLAIMER**

CCAT is in no way liable for use of any services or any activities, information or content delivered or transmitted over the Internet, whether or not created by you or done so at your direction. Furthermore, CCAT disclaims all liability for the content or material included on your Internet site. By providing access to the Internet CCAT is in no way liable for controlling, facilitating or providing, or failing to control, facilitate or provide access to the Internet or another's Internet site. Client agrees to indemnify CCAT for all Internet activities including (as applicable), activities related to the design, development or content of Client's website, access to the Internet, or content transmitted across the Internet whether or not done by Client or at Client's direction.

**F. GENERAL**

**1. TERMINATION**

Either party may terminate this Agreement upon thirty (30) days written notice. This notwithstanding, CCAT has the right, in its sole discretion, to immediately terminate services, without cause, should you fail to render payment.

**2. INDEMNIFICATION**

Client agrees to release, defend, indemnify and hold harmless CCAT and any of CCATs, agents, employees, officers, or directors from all liabilities, claims, damages, costs, and expenses, including reasonable attorney's fees and expenses, relating to or arising out of this agreement, CCAT services or Clients use of CCAT's services including without limitation infringement or dilution by Client or someone else utilizing Client's Computer System.

**3. REMEDIES**

CLIENT AGREES THAT CCAT'S ENTIRE LIABILITY, AND CLIENT'S EXCLUSIVE REMEDY, IN LAW, IN EQUITY, OR OTHERWISE, WITH RESPECT TO ANY SERVICES PROVIDED UNDER THIS AGREEMENT AND/OR FOR ANY BREACH OF THIS AGREEMENT IS SOLELY LIMITED TO THE AMOUNT THAT CLIENT PAID FOR SUCH SERVICES DURING THE TERM OF THIS AGREEMENT. IN NO EVENT SHALL CCAT, ITS LICENSORS AND ASSIGNEES, BE LIABLE FOR ANY INDIRECT, INCIDENTAL SPECIAL, CONSEQUENTIAL DAMAGES EVEN IF CLIENT HAS BEEN ADVISED OF THE POSSIBILITY OF

SUCH DAMAGES. TO THE EXTENT THAT A STATE DOES NOT PERMIT THE EXCLUSION OR LIMITATION OF LIABILITY AS SET FORTH HEREIN CCAT'S LIABILITY IS LIMITED TO THE EXTENT PERMITTED BY LAW IN SUCH STATES.

**4. DISCLAIMER**

CLIENT AGREES THAT USE OF CCAT'S SERVICES IS SOLELY AT CLIENT'S OWN RISK. CLIENT AGREES THAT ALL OF SUCH SERVICES ARE PROVIDED ON AN "AS IS" AND "AS AVAILABLE" BASIS. CCAT EXPRESSLY DISCLAIMS ALL WARANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTIBILITY, FITNESS FOR A PARTICULAR PURPOSE AND NON-INFRINGEMENT. CCAT MAKES NO WARRANTIES THAT THE SERVICES PROVIDED HEREUNDER WILL MEET CLIENT'S REQUIREMENTS OR THAT THE SERVICES WILL BE UNINTERRUPTED, TIMELY SECURE OR ERROR FREE. CCAT FURTHER MAKES NO WARRANTY THAT THE RESULTS OBTAINED FROM THE SERVICES WILL MEET CLIENT'S NEED NOR ANY WARRANTY AS TO THE ACCURACY OR RELIABILITY OF ANY INFORMATION OBTAINED THROUGH CCAT'S SERVICES. CLIENT UNDERSTANDS AND AGREES THAT ANY MATERIAL AND/OR DATA DOWNLOADED OR OTHERWISE OBTAINED THROUGH THE USE OF CCAT'S SERVICES IS DONE AT CLIENT'S SOLE DISCRETION AND RISK AND THAT CLIENT IS SOLELY RESPONSIBLE FOR ANY DAMAGE TO CLIENT'S COMPUTER SYSTEM OR LOSS OF DATA THAT RESULTS FROM THE DOWNLOAD OF SUCH MATERIAL AND/OR DATA. CCAT MAKES NO WARRANTY REGARDING ANY GOODS OR SERVICES PURCHASED OR OBTAINED THROUGH ANY OF CCAT'S SERVICES OR ANY TRANSACTIONS ENTERED INTO THROUGH SUCH SERVICES. NO ADVICE OR INFORMATION, WHETHER WRITTEN OR ORAL, OBTAINED BY CLIENT FROM CCAT OR THROUGH CCATS

SERVICES SHALL CREATE ANY WARRANTY NOT EXPRESSLY MADE HEREIN, CLIENT MAY NOT RELY ON ANY SUCH INFORMATION OR ADVICE. TO THE EXTENT THAT JURISDICTIONS DO NOT ALLOW THE EXCLUSION OF CERTAIN WARRANTIES, SOME OF THE ABOVE EXCLUSIONS MAY NOT APPLY. CCAT IS NOT RESPONSIBLE FOR AND SHALL HAVE NO LIABILITY WITH RESPECT TO ANY PRODUCTS AND/OR SERVICES PURCHASED BY CLIENT FROM A THIRD PARTY.

**5. SECURITY**

Client is solely responsible for the security, confidentiality, and integrity of all messages and the content received, transmitted through or stored on any email/web hosting or server hosting service. Client is solely responsible for any authorized or unauthorized access to Client's accounts by any person. Client agrees to bear all responsibility for the confidentiality of any passwords and all use or charges incurred from use of the Hosting Service with Client's password, external to Client's infrastructure and not within the scope of this Agreement.

**6. COPYRIGHTED MATERIAL**

You may not use CCAT's network or services to download, publish, distribute, or otherwise copy or use in any manner any text, music, software, art, image or other work protected by copyright law unless:

- you have been expressly authorized by the owner of the copyright for the work to copy the work in that manner; or
- you are otherwise permitted by established copyright law to copy the work in that manner. It is CCAT's policy to terminate in appropriate circumstances the services of customers who are repeat infringers.

**7. CONFIDENTIAL INFORMATION**

Each Party acknowledges that confidential information or material of a commercial value ("Confidential Information"), including but not limited to product/service specifications, prototypes, computer files and programs, models, drawings, marketing plans, financial data, source code, trade secrets, copyrighted material and other information, whether in tangible or intangible form, pertaining to the business of a party, its employees, contractors, clients and/or business associates, has or will come into the possession or knowledge of each party in connection with this Agreement or the performance hereof. Each party further acknowledges that the Confidential Information represents confidential and proprietary trade secrets, whose disclosure to or use by third parties will be damaging to the owner thereof. Each party agrees to hold the other's Confidential Information in strictest

confidence, not make use thereof other than for the performance of this Agreement, to release it only to those persons in their respective organizations requiring such information for the purposes of this Agreement, and not to release or disclose it to any third party without the other party's consent. These restrictions shall not be construed to apply to information a) generally available to the public; b) released by a disclosing party generally without restriction; c) independently developed or acquired by a party or its personnel without reliance in any way on Confidential Information of the other party; d) approved in writing for use and disclosure by the disclosing party, or its personnel, without restriction; or e) required to be disclosed by law or order of a court or other authority of competent jurisdiction, PROVIDED THAT the disclosing party provides the non-disclosing party notice of such required disclosure sufficiently in advance of the intended disclosure to permit the non-disclosing party to take action to prevent such disclosure if the non-disclosing party so deems necessary.

**8. SOLICITATION OF EMPLOYEES**

In consideration for the mutual promises contained herein, Client agrees not to solicit the services of or employ any of CCAT's employees during the term of this Agreement and for a period of 12 months after the termination of this Agreement.

**9. ARBITRATION OF DISPUTES**

Any controversy or claim arising out of or relating to this contract, or breach thereof, shall be settled by binding arbitration administered in Hartford, Connecticut, or a mutually agreed suburb thereof, by the American Arbitration Association in accordance with its Commercial Arbitration Rules, and judgment on any award rendered by the arbitrator may be entered in any court having jurisdiction thereof.

**10. ASSIGNMENT**

Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by Client without the prior written consent of CCAT.

**11. FORCE MAJEURE**

CCAT shall not be liable for its delay or failure in performing under this Agreement due to conditions or events beyond CCAT's reasonable control, including, without limitation, natural disasters, accidents, power outages, equipment failure, labor disputes or shortages, governmental laws, ordinances, rules and regulations and inability to obtain material, equipment or transportation. If due to any such condition or event, CCAT is unable to supply the Services or Products ordered by Client and some or all of CCAT's other clients, CCAT shall have the right to allocate Services and Products among its clients in such manner as CCAT in its sole discretion deems fair and equitable.

**12. METHOD OF PERFORMING SERVICES**

It is the express intention of the parties that CCAT is an independent contractor and not an employee, agent, joint venture or partner of the Client. Nothing in this agreement shall be interpreted or construed as creating or establishing the relationship pf employer and employee between CCAT and the Client or any employee or agent of CCAT. Both parties acknowledge that CCAT is not an employee for federal or state tax purposes. CCAT shall retain the right to perform services for others during the term of this agreement. CCAT shall use CCAT's own discretion in performing the tasks assigned, subject to the general direction of the Client and subject to the express condition that CCAT shall at all times comply with applicable law.

**13. PLACE OF WORK**

The parties agree that the nature of some of the services to be performed by CCAT will necessitate that the services be performed on Client's premises or at other locations designated by Client. Client therefore agrees to furnish space on such premises for use by CCAT while performing these services.

**14. LIMITATION OF AUTHORITY**

This Agreement does not authorize CCAT to execute any agreements, sign any checks, or bind Client in any manner, or make any changes or incur or assume any obligations, liabilities, or responsibilities of Client or to perform any other act in the name of, or on behalf of Client other than in accordance with the terms and conditions contained herein.

**15. GOVERNING LAW**

This Agreement shall be interpreted under and governed by the laws of the State of Connecticut. The venue for resolution of any disputes under this Agreement shall be in Hartford County, Connecticut.

The Client and its employees and representatives shall at all times comply with all applicable laws, ordinances, statutes, rules, regulations and orders of governmental authorities, including those having jurisdiction over its registration and licensing to perform services under this Agreement.

_____

Customer Authorized Signature Date

_____

Print Name, Title

MEMORANDUM

TO: Natasha Nau and the Columbia Board of Selectmen

FROM: Paula Stahl, Town Planner

SUBJECT: Hunters Ridge Acceptance and Bond Release

DATE: June 23, 2015

**Acceptance of Hunters Ridge as a Town Road**

The first step in the Town's procedures for a subdivision road to become a town road is for the Town Engineer and Public Works Director to determine if the work has been completed and meets the requirements of a town road. The PZC will then make a recommendation to the BOS. If the Selectmen concur, they would then schedule a Town Meeting per Section 2.4 of Columbia's Charter.

The public improvements for the Hunters Ridge subdivision have been completed to the satisfaction of both Tom Fenton of Nathan Jacobson & Associates as Columbia's Town Engineer and George Murphy, Public Works Director.

At its 6/22/15 meeting, the PZC took the following action:

> D. Schofield MOVED to recommend that the Town accept the public improvements in the Hunters Ridge Subdivision and accept the road as a town road based on the recommendations of the Town Engineer, Tom Fenton of Nathan Jacobson & Associates and George Murphy, Director of Public Works. T. Currier SECONDED. MOTION CARRIED 6:0:0.

**Bond Release**

The first step in the Town's procedure for releasing a subdivision bond for road and other public improvements is for the PZC to determine the amount of the financial guarantee needed to complete. The PZC then makes a recommendation to the BOS, the Selectmen vote on the reduction at its next meeting.

The public improvements for the Hunters Ridge subdivision have been completed and all financial guarantees held by the Town should be returned to the developer.

At its 6/22/15 meeting, the PZC took the following action:

> E. J. Starkel MOVED to recommend that the Town release the remaining $20,000.00 of the financial guarantee held by the Town for the completion of the public improvements of Hunters Ridge Subdivision as the work has been completed and inspected by the Public Works Director and Town Engineer. T. Currier SECONDED. MOTION CARRIED 6:0:0.

Jacobson

June 22, 2015

Ms. Paula Stahl, LLA, AICP
Town Planner
Town of Columbia
323 Route 87
Columbia, CT 06237

Re: Hunters Ridge Road
Hunters Ridge Subdivision
Review for Road Acceptance
NLJA #1042-0002

Dear Ms. Stahl,

As requested, we have made recent inspections and reviewed revised As-built Drawings for the above referenced project to determine if all required subdivision public improvements are complete to the extent that the subdivision road can be accepted by the Town of Columbia.

Based on our most recent inspection and review of revised drawings, we can confirm that all previous concerns have been addressed and that the subdivision public improvements are substantially complete and generally in accordance with the approved plans and the Town of Columbia Subdivision Regulations. As such, we can now recommend the acceptance of Hunters Ridge Road as a Town Road.

Should you have any questions, please do not hesitate to contact me.

Very truly yours,

NATHAN L. JACOBSON & ASSOCIATES, INC.

Thomas H. Fenton (SRH)

Thomas H. Fenton, P.E.

THF:thf

cc: Natasha R. Nau
George Murphy
Walter Tabor

**Nathan L. Jacobson & Associates, Inc.**
Nathan L. Jacobson & Associates, P.C. (NY)
86 Main Street P.O. Box 337 Chester, Connecticut 06412-0337
Tel 860.526.9591 Fax 860.526.5416
Consulting Civil and Environmental Engineers Since 1972

## Paula Stahl

**From:** George Murphy
**Sent:** Friday, June 19, 2015 8:35 AM
**To:** Paula Stahl
**Cc:** Thomas Fenton, P.E.
**Subject:** Hunters Ridge Subdivision
**Attachments:** Road base Field Density test.pdf; Pavement Compaction Results.pdf

I have completed my inspection of Hunters Ridge Subdivision and found that all outstanding items have been addressed and that the road meets specifications for approval and Bond release. Attached are copies of road testing from Materials Testing of Willimantic Ct.

George Murphy
Director of Public Works
Columbia, CT. 06237

STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES & PUBLIC PROTECTION
DIVISION OF EMERGENCY MANAGEMENT & HOMELAND SECURITY

June 17, 2015

The Honorable Carmen L Vance
First Selectman
Town of Columbia
323 Route 87
Columbia, CT 06237

Dear Mr. Vance:

I am pleased to forward for your signature the Emergency Management Performance Grant sub-grant award 014E030A in the amount of **$6,000.00** (of which **$3,000.00** is federal funding and **$3,000.00** is sub-grantee match). The aim of this funding is to assist your community in maintaining a robust local emergency management program.

Please review the award carefully and pay particular attention to the general and special grant conditions. Afterwards, sign and date the award, initial as indicated, and return it to:

Michael Caplet
DEMHS Region 4 Coordinator
State Police Troop K
15-B Old Hartford Road
Colchester, CT 06415

Consistent with previous years, this sub-grant award is based on your approved grant application and your community's population.

Audit quality documentation of allowable expenditures must accompany reimbursement requests and should be submitted to Michael Caplet, DEMHS Region 4 Coordinator, for processing. Please note that all requests must include an original signature by the local finance director or someone of equal authority on the EMPG Financial Tool.

You will be sent a fully executed copy of the subgrant award for your files. We thank you for your participation in the EMPG program and your community's continued commitment to the protection of our citizens.

Sincerely,

William P. Shea
Deputy Commissioner
Department of Emergency Services and Public Protection
Division of Emergency Management and Homeland Security

CC:
Mr. Jerry James, Emergency Management Director
Michael Caplet, DEMHS Region 4 Coordinator

*25 Sigourney Street, 6th floor, Hartford, CT 06106*
*Phone: 860.256.0800 / Fax: 860.256.0815*
*An Affirmative Action/Equal Employment Opportunity Employer*

## Town Administrator

**From:** Jill Swenson
**Sent:** Monday, July 06, 2015 11:48 AM
**To:** Town Administrator
**Subject:** FW: Use of Lake Beach for Camp Care, Inc

**Follow Up Flag:** Follow up
**Flag Status:** Completed

Hi Natasha,
We have allowed Camp Care to come to the lake each year (see below email). The BOS needs to approve it. The dates are August 14 and 15 from 1-5 pm. We would need two extra lifeguards on call in case we need them. The cost of an extra lifeguard is: $10.92 * 2 days * 4 hours per day = $87.36.
I attached their introduction information from their website below. Let me know if you have any questions or need more information.
Thanks,
Jill

# *A Warm Welcome to Camp Care*

**Our Mission** is to help children and individuals with special needs reach their highest potential physical and cognitive function while enhancing self-esteem and emotional growth.

**Camp Care Inc.**, a not-for-profit organization that began as a day camp in 1997, has evolved into year-round programs. The expanding programs offer various ways to enhance the developmental process in children and individuals with special needs, as well as provide an avenue for people to get involved with community service opportunities. Our indoor therapeutic horseback riding program which provides equine-assisted activities, has been named a Premier Accredited Center by PATH, Int'l, The Professional Association of Therapeutic Horsemanship International. The indoor arena allows participants to ride year round. In addition our recently established boot camp program allows modified physical fitness classes three days a week throughout the year. The intensive summer and winter day program offers physical therapy for the child and a chance for families to enjoy each other while finding a network of support from other families.

Camp Care therapies are provided at the Crossroads Physical Therapy Facility, and recreational activities are held within the Camp Care grounds and community. Meaningful and enjoyable experiences motivate children with special needs to actively participate in educational and therapeutic exercises, resulting in more effective treatment outcomes. Camp Care therapists and parents have witnessed first-hand these positive outcomes in children who have attended our programs.

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**From:** Laureen Moran [mailto:laureenmoran4@yahoo.com]
**Sent:** Friday, June 26, 2015 10:01 AM
**To:** Jill Swenson
**Subject:** Use of Lake Beach for Camp Care, Inc

HI Jill,
Hope you are having a great start to your summer!

I am inquiring about our Camp Care families utilizing Columbia Lake Beach Aug 14 and 15, 1-5pm. We have our intensive summer program running Aug 14-16 for children with special needs. It is a

family oriented program, where the kids receive therapy in the mornings and recreational activities in the afternoon, and family programs in the evening. I have worked with Nikki and Jonathan in the past and the have been very supportive.
We have been able to offer swimming and water activities for the past 5 or 6 years (maybe more), and it is such a blessing to the families. We have plenty of volunteers that come help with the children and families. The life guards are wonderful and familiar with our group :)

We will have about 20 kids (different levels of ability) and 20 volunteers as well as family members coming and going throughout the afternoon (some only come for an hour during that 1-5 pm block of time)
Please let me know if we could do this again this year, and what I need to do/pay to make it happen.
Thanks so much!
Laureen Moran, PT
Executive Director,
Camp Care, Inc
cell 860-208-1498
www.campcarekids.org

# *LAKE MANAGEMENT ADVISORY COMMITTEE*

June 22, 2015

Ms. Carmen Vance
First Selectman
323 Route 87, Yeoman's Hall
Columbia, Connecticut 06237

On June 8, 2015, Mr. James Blair (James Blair Landscape & Design LLC) submitted an application for permit on behalf of property owners Ronald and Sharon Young of 70 Route 87 to rebuild their seawall at that location. His intention is to establish a footing base of 1 ½" stone along the 130' shoreline and build a stacked stone and mortar wall upon it. Crushed stone and filter fabric will be employed behind the wall to mitigate erosion into the lake. The applicant also seeks to use a small rubber tracked excavator on the lakebed in order to establish the footing and remove some very large rocks that have collapsed onto the lakebed.

On June 20, 2015 at 1:00pm, Mr. Michael Gnazzo and I, representing LMAC met with Mr. Blair and Mr. Young. The first item of note is the topography of the property. The yard is approximately 15' higher than the water level at MHW and the embankment leading down to the water is exceptionally steep (60+ degree slope) The embankment has several large mature trees and smaller plantings, with embedded and very large boulders. There is evidence that some of these boulders have fallen into the lake and the slope is constantly eroding. The establishment of a retaining seawall at this property would mitigate the erosion problem; however due to the magnitude of the project, accomplishing it by hand is not feasible and the project requires the use of an excavator to establish the required footings and remove the large boulders that have fallen into the lake. Use of an excavator from the owner's property is not feasible due to the topography, thus requiring the use of equipment on the lakebed.

The owner has secured permission from the abutting neighbor (Vickers) to allow an excavator to cross their property to a point where there is no embankment, allowing access to the work site.

After review, it is the recommendation of Lake Management Advisory Committee to the Board of Selectmen that they approve this permit application and consider allowing the Applicant permission to use a small rubber tracked excavator on the lake bed for the purpose of establishing the proper footing and removal of the large (obstructing) rocks.

The following conditions should be considered:

- All work will be accomplished after the lake drawdown, beginning November 1, 2015 and be completed prior to March 15, 2016
- The applicant will use plywood sheeting under the tracks of the excavator while it transits from the entry point to the work site to minimize disturbance to soils.
- Only those boulders on the lake bed that interfere with the establishment of footings may be moved or removed. No other materials may be removed from the lake bed
- The seawall will follow the existing shoreline as close as construction allows and be constructed in a manner that firmly anchors it to the shoreline.
- Any steps incorporated into the wall will lead back into the owner's property and not extend into the lake.

- The project meets all requirements set by the Inland Wetlands and Watercourse Commission.

Your consideration in this matter is appreciated.

Respectfully Submitted;

*Mark T. Coleman*

Mark T. Coleman
Chairman, LMAC

James Blair Landscape and Design, LLC
17 Columbia Landing
Columbia, CT 06237
860-428-2916

To Whom it May Concern:

On behalf of Ronald and Sharon Young at 70 Route 87 in Columbia I would like ask permission from the Columbia Board of Selectman to repair the seawall the length of the property at 70 Route 87. There is presently a "formal" wall only around their dock, but it is showing signs of age and is collapsing. The rest of the "wall" is really stones laid along the bank. It is eroding and unsightly. As we build the new wall we will place crushed stone and filter fabric behind in order to stop the erosion of the bank. The length of the wall is approximately 130' and the proposed height is 42".

The wall will be a dry stack fieldstone wall. We would also ask permission to install a 48" wide set of steps at the northern end of the wall, as there are no steps presently.

I would like to ask permission to use a mini excavator in the lake. It is an 8000 pound rubber tracked machine. We would use sheets of plywood under the tracks in order to minimize disturbance to the lake bed. The reasons to have the machine are: The stones along the bank that comprise the Young's existing "wall" may prove to be too large to move and adjust by men; the base, 1 ¼" stone, will be put in place much faster than if done by hand. The excavator would enter the lake from the adjacent property, the Vickers's. It would only be used in the first couple of days and will be removed promptly once the base work is completed.

Thank you in advance for your attention in this matter. Having been part of several of these projects, I appreciate and respect the process necessary for these applications. I would make myself available for any site walks or meetings to answer any and all questions.

Sincerely,
James Blair
James Blair Landscape and Design, LLC

Town of Columbia
323 Jonathan Trumbull Highway, Columbia, CT 06237
Phone: (860) 228-0110 Fax: (860) 228-1952

# Application for Constructing Structures on or over Columbia Lake

Date submitted: 6·8·2015

Complete and return to the Board of Selectmen.

Property owner: RONALD AND SHARON YOUNG
Address: 70 ROUTE 87 COLUMBIA
Property Location: 70 ROUTE 87
Daytime phone #: 860 614 5847
Applicant if different from owner: JAMES BLAIR LANDSCAPE AND DESIGN
Address: 17 COLUMBIA LANDING COLUMBIA
Daytime phone #: 860 428 2916

Structure Information:

Proposal is for: ☐New ☐Replacement ☑Repair

Structure Type: ☐Dock ☑Seawall ☐Raft ☐Boat Cover

Application must include a sketch of the structure clearly indicating dimensions and placement of the structure in reference to the property, as well as information regarding materials to be used in construction/repair. Supporting information such as maps and pictures are also helpful and may help expedite the process.

Note: Applications made by persons other than the property owner must contain the written approval of the application by the owner. All fee-owners and owners of rights-of-way shall join in any application. Signature below indicates approval for the Board of Selectmen or authorized town personnel to visit property for the purpose of inspecting prior to and after construction.

Owner Signature: _____ Date: _____

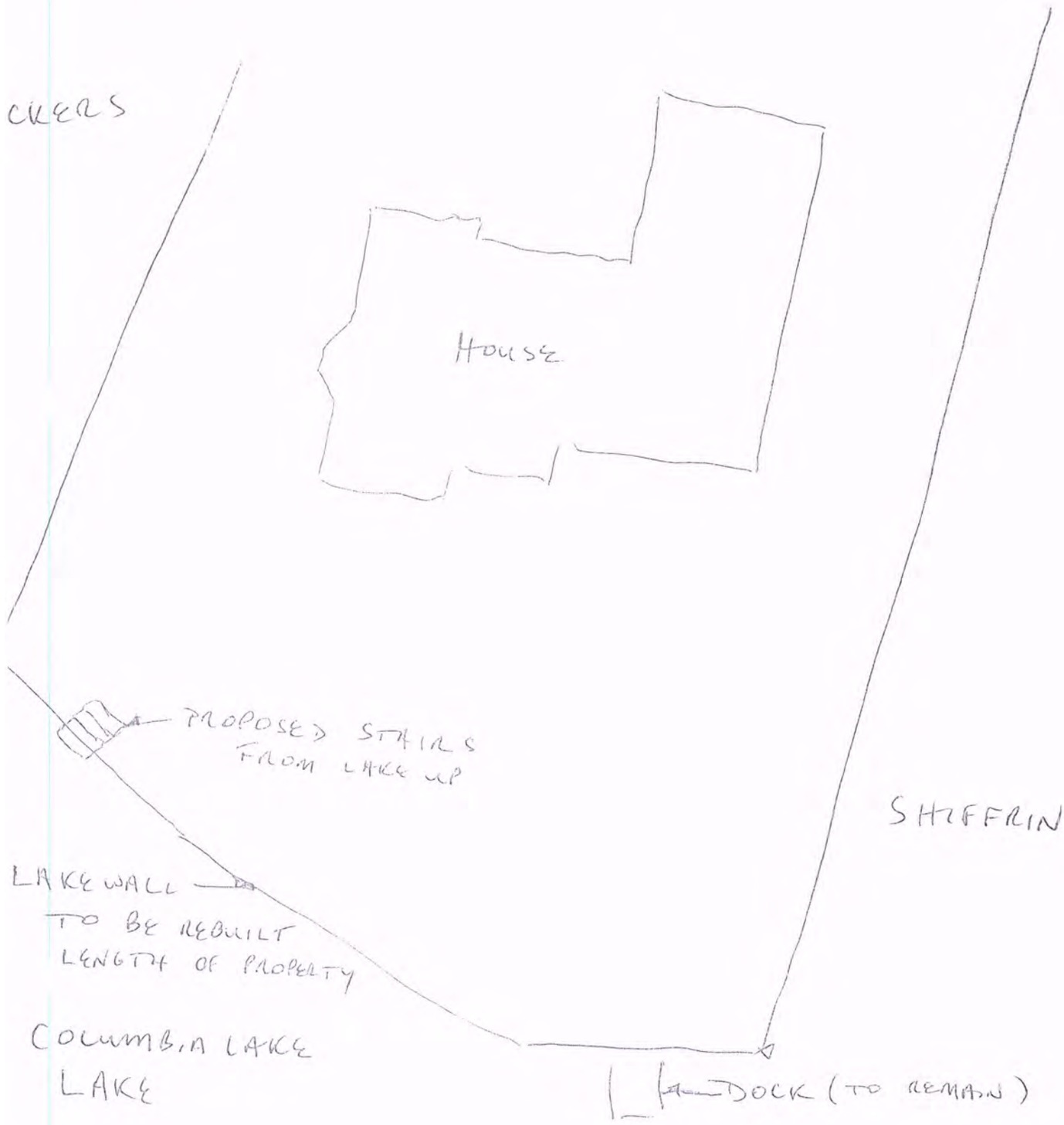
Applicant Signature: _____ Date: 6·8·2015

Special note: Permission by the Board of Selectmen to construct a structure on or above the Town owned lake bottom shall not relieve the applicant from obtaining other required approvals, nor shall Selectmen approval indicate eventual approval by other officials.

Approved: _____ Date: _____
First Selectman

Revised: 4/1/97, 12/01, 09/03, 10/03

ING
RT 87
OLUMBIA, CT
N BY:
AMES BLAIR
8·2015
T TO SCALE



## Kim Bona

**From:** De Ramm [deramm1@yahoo.com]
**Sent:** Thursday, July 02, 2015 9:20 AM
**To:** Kim Bona
**Subject:** Re: Town Historian

This is to confirm my resignation as Town Historian for the town of Columbia, which I have filled since about 1990. Thank you for the privilege of holding that position.

Anita (De) Ramm

117,596.19
24,500.30
142,096.49

On Monday, June 29, 2015 11:19 AM, Kim Bona <kbona@columbiact.org> wrote:

Hi De,

Please submit brief resignation. ☺

Kimberly A. Bona
Administrative Assistant
323 Route 87
Town of Columbia, CT
860-228-0110
fax 860-228-1952

*Memorandum*
**To:** Board of Selectmen
**From:** Natasha R. Nau, Town Administrator
**Date:** July 6, 2015
**Re:** TA Report

---

**Rec Park Pavillion Fee/Facilities Use Discussion**
Discussed within BOS agenda.

**Limnology**
Discussed within BOS agenda. Presentation by Dr. Robert Kortmann.

**Littering on Basketshop Road**
Signs have been placed here as well as on Szegda Farm (another place littering has been prominent). State law and associated fine not enforceable. We may want to consider a local littering ordinance in the future if it becomes a regular problem in multiple areas.

**Bridges/Roads**
Pucker Street Bridge (managed by Coventry) progress is only about 1 week or 2 weeks behind schedule. Baker Hill Bridge (managed by Columbia) began June 23rd and is on-schedule. Milling of Heritage Road and Wildwood Drive is complete; paving is being performed this week.

**Sposito Boat Awning and Shed**
Both have been re-inspected by the appropriate parties and now conform to the Town's guidelines and may be used now.

**Lake Island Marker**
A Marine Patrol officer brought their concerns to me about the hazard of this marker. LMAC evaluated it and made a recommendation of reflective tape or a new similar marker. Markers require permits. The Public Works Department will purchase and install reflective tape to take care of this hazard concern.

**Diving Tower**
LMAC discovered a non-conforming diving tower without a permit on the lake. They will be drafting a letter for me to review and distribute to the owner for removal.

**Library**
Brian Curtis from Nathan L. Jacobson still working on General Permit for septic. 2nd floor space pounds per square foot (PSF) being examined to see if its improvement can be included within the expansion/renovation project. Bond commission will hopefully have the project on their July 31st agenda. Construction start date has been delayed one month to October 1st.

**Information Technology**
Discussed within BOS agenda. Presentation by Dan Salazar.

**EMPG and Highway Safety Grants**
Discussed within BOS agenda.

**Environmental Advisory Committee (EAC)**
Introductory meeting was held on June 24th. Two residents attended and good discussion ensued. Next meeting will be held July 28th to finalize a meeting schedule and mission as well as solicit additional membership.

**Eversource Clean Energy Community Program/Bright Ideas Grant**
I attended the required workshop with Lol Fearon on June 17th. The Green Team will participate in bi-weekly phone calls, assist the free Eversource intern in getting our Porfolio Manager set up and apply for our first grant over the next couple months. The EAC will also assist with this effort.

**Recycling Grant**
Submitted to DEEP on Monday June 29th. The EAC will assist in our recycling booth at the Columbia Market on August 29th.

**Safety/Emergency**
Held our annual safety meeting in Town Hall with the resident state trooper (mostly deals with irate citizens and possible gun violence). Met with Jerry James about our list of critical facilities as well as emergency notices being placed on town buildings.

**Legislative Review**
The following bills <u>passed</u>:

- HB 5092 -- Act concerning the discontinuance of highways and private ways by municipalities
- HB 6571 – Act concerning the municipal tax collection statutes.
- HB 6830 – Act concerning the remedial action and redevelopment municipal grant program, the targeted brownfield development loan program and the remediation of state-owned and formerly state-owned brownfields
- HB 6852 – Act concerning the municipal reimbursement and revenue account
- HB 6853 – Act concerning grants available through the intertown capital equipment purchase incentive program
- HB 7019 – Act concerning minimum budget requirement
- SB 186 – Act concerning penalty for violation of municipal ordinance regulating operation or use of dirt bike/all terrain vehicle
- SB 677 – Act establishing tax increment financing districts
- SB 865 – Act concerning allowable costs for installation of certain oversized water mains
- SB 940 – Act concerning sustainability of nitrogen credit exchange program
- SB 1045 – Act concerning municipal plans of conservation and development
- SB 1056 – Act concerning collection and reporting of data relating to special education expenditures

The remaining bills <u>failed</u> and I can go through them in more detail if you are interested.

**POCD**
Working with Town Planner, Paula Stahl, on revising 3 chapters of our Plan of Conservation and Development (POCD) with the assistance of facilities maintenance, public works and the school.

**Land Use/Building Department**
Met with this staff to discuss the department's structure and what has and has not been working to their benefit. Will follow-up on this topic over the next month.

**Root Cellar Fence**
George Murphy and Joan Hill met on-site to examine boundary pins on June 23rd. Fence will be installed in Fall 2015.

**Public Beach Meetings**
Will be held at 3pm on July 14th and 7pm on August 11th to discuss the log-term grading issue at the beach.

**ZEO, PW Maintainer/Transfer Attendant, Assistant Recreation Director & Board Clerk**
Application periods have closed for both ZEO and PW Maintainer/Transfer Attendant. Interviews will be scheduled for next week for qualified applicants. Assistant Recreation Director and Board Clerk's application periods close on July 10th with interviews to follow. We have received a number of applications for all positions except Board Clerk.

**Open Space**
Neither of the two grants discussed at your June 16th meeting panned out. We will continue to search for viable grant opportunities. A prioritized list of properties has been created.

**Resident State Trooper Contract for 2015-2016**
We received a notice from the State saying that due to the special session of the General Assembly, that the current contract will be extended through July 31st at current rates.

**Events**
Dinner and a Dip was held on June 26th and the Parade was held on July 4th. Both had successful turnout and were enjoyed by all.

# STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION

2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546
Phone:


June 26, 2015

Ms. Natasha Nau
Town Administrator
323 Jonathan Trumbull Highway
Columbia, CT 06237

RECEIVED JUN 29 2015

Dear Ms. Nau:

Subject: Federal Highway Safety Program
Federal Aid Project: 00R (859)
State Project Number: 0170-3291-BY-2

The Department of Transportation (Department) would like to notify you of the approval of the Town of Columbia's Highway Safety project application entitled "FY 2015 High Risk Rural Roads – Speed Enforcement Program" effective July 2, 2015 through August 31, 2015.

Federal funds in the amount of $ 13,200.00 are obligated to this project in accordance with the approved 2015 Fiscal Year Connecticut Highway Safety Plan. All speed related enforcement efforts, conducted under this grant, must take place on rural roadways.

All costs incurred under this project must be in full compliance with both Federal and State regulations, policies, and procedures that govern the use of highway safety funds. Costs are subject to review by both Department Accounts Examiners and Federal Auditors.

Please note that deviations from the specifics of the approved budget must be reviewed and approved by the Highway Safety Office prior to their implementation in order for related costs to be eligible for reimbursement.

The High Risk Rural Roads reimbursement package is now available, in digital form, on the Department's web site: http://www.ct.gov/dot/site under Programs and Services, Police Traffic Services, High Risk Rural Roads Speed Enforcement Reimbursement Worksheets. All

final claims against this project, together with all supporting financial documentation (such as paid equipment receipts), must be submitted to the Highway Safety Office no later than thirty (30) days after the project period ending date.

All charges against this project are to be coded to State Project Number 0170-3291-BY-2 in accordance with established coding procedures.

If you have any additional questions or concerns regarding this program, please contact Mr. Joseph T. Cristalli, Transportation Principal Safety Program Coordinator, at 860-594-2412.

Very truly yours,

Robben Y Cabelus
For
Thomas J. Maziarz
Governor's Highway Safety Representative

Cc TFC Greg DiCarli
Ms. Beverly Ciurylo

## Town Administrator

**From:** BARBARA RYAN [BRYAN@CCM-CT.ORG]
**Sent:** Tuesday, June 30, 2015 2:55 PM
**To:** Town Administrator
**Subject:** CCM Prescription Discount Card Program RESULTS for Town of Columbia
**Attachments:** Town of Columbia CT Discount Card Report May 2015.xlsx

Greetings:
Thanks for your continued partnership with CCM in the Discount Prescription Drug Card program. Attached is your most recent usage report from ProAct for May 2015. Your total program usage indicates that **289** prescriptions have been filled, resulting in savings of **$19,448** for your residents. Congratulations!

I want to bring you up-to-date on some recent staffing changes at CCM. Sandra Amado's and my responsibilities have shifted. Sandra is now working with the Advocacy and Government Relations teams, and I have returned to Member Services. Consequently, I will be your primary contact for the Discount Prescription Drug Card program. I have been involved with the program from its inception and am happy to support it. Please contact me whenever you have a question or concern. My contact information appears below.

Meanwhile, enjoy your usage report.

Barbara Ryan
Administrative Associate, Member Services
CCM
900 Chapel Street, 9th Floor
New Haven, CT 06510
(203) 498-3015 (direct line)
(203) 804-1046 (cell)
(203) 498-5837 (direct FAX)
bryan@ccm-ct.org

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## Selected Legislation Impacting Towns and Cities – Effective July 1

**The following is a list of selected Public Acts impacting towns and cities, effective on July 1, 2015. CCM's annual "Report of the General Assembly" -- a complete list all Public Acts impacting towns and cities -- will be completed and disseminated to CCM members in mid-July.**

**PA 15-94 (SB 962) - SCHOOL CURRICULUM MANDATE**
Mandates public schools add the following subject areas to their middle or high school curricula: (1) computer programming instruction; (2) the safe use of social media, such as blogs, video blogs, podcasts, instant messaging, and other electronic user-generated content; and (3) training in cardiopulmonary resuscitation.

**PA 15-95 (SB 1045) - PLANS OF CONSERVATION AND DEVELOPMENT**
Extends, from July 1, 2015 to July 1, 2016, the deadline by which municipalities must resume complying with the statutory requirement to update their plans of conservation and development every 10 years to remain eligible for discretionary state funding. Mandates that plans scheduled for adoption on or after July 1, 2015, identify the general location and extent of areas where sewer systems exist, are planned, and are to be avoided.

**PA 15-105 (SB 865) - INSTALLATION OF OVERSIZED WATER MAINS**
Increases the grant amount certain municipalities receive to provide long-term potable water supply facilities that meet public water supply needs. Additionally, prohibits DEEP from reducing the grant amount for a project in any area of a municipality next to a federal Superfund site, under certain conditions. If the municipality upgrades the minimum size water main needed to address the pollution for fire flow purposes, the municipality must only pay the incremental cost.

**PA 15-125 (HB 6796) – SCHOOL NURSES**
Requires each local or regional board of education to maintain a staffing ratio in its school district of at least one school nurse or nurse practitioner for every 750 students. There is a provision that allows a local or regional board of education to apply for a one-year waiver to adhere to the staffing ratio. Along with existing requirements, each school nurse will need complete the school nurse orientation program.

**PA 15-134 (HB 7020) - EARLY CHILDHOOD EDUCATION**
Among other things, (a) mandates that any preschool program created or expanded using Smart Start grants to have a classroom staffed with a teacher who holds professional certification, rather than any type of teaching certificate; (b) mandates that local and regional boards of education include the Office of Early Childhood's (OEC) preschool experience survey in kindergarten registration material; and (c) grandfathers certain school readiness staff into heightened staff qualifications until June 30, 2025.

**PA 15-145 (SB 1056) - EXCESS COST THRESHOLD FOR SPECIAL EDUCATION**
Would mandate local and regional school districts report the following to the State Department of Education (SDE): (a) total expenditures for special education of the board of education, (b) expenditures for special education as a percentage of total school district expenditures, and (c) individual expenditures for each child requiring special education who is under the jurisdiction of the board of education.

**PA 15-169 (HB 6852) - MUNICIPAL REIMBURSEMENT AND REVENUE ACCOUNT**
Eliminates the current timeframes for expenditures by OPM from the municipal reimbursement and revenue account for: (1) the Nutmeg Network, (2) a tax incidence study, and (3) the uniform chart of accounts for municipalities. Additionally, allows funds for the uniform chart of accounts (UCOA) to be used to reimburse expenses incurred on or after July 1, 2013.

**PA 15-193 (HB 6830) - BROWNFIELD REDEVELOPMENT**
Expands the Department of Economic and Community Development's (DECD's) brownfield grant and loan programs and state-owned brownfield program created by PA 11-1. Among other things, it adds to the current Municipal Brownfield Grant program, by allowing DECD to make additional grants needed to complete an ongoing project. Additionally, it will allow DECD to make grants for preparing comprehensive plans to remediate and redevelop multiple brownfields. This will preclude recipients under the existing and the new components from lending grant proceeds to brownfield developers. Additionally, the maximum loan amounts under the Brownfield Loan Program will be increased, from $2 million per year for up to two years, to $4 million per year for an unlimited number of years.

**PA 15-244 (HB 7061) STATE BUDGET –TAXATION OF SEASONAL PARKING** (passed 6/3/15)
Applies the sales tax to user fees for non-metered "seasonal" parking lots with 30 or more spaces – including those owned by towns and cities.

###

If you have any questions, please contact Ron Thomas (rthomas@ccm-ct.org; 203-430-5537) or Mike Muszynski (mmuszynski@ccm-ct.org; 203-500-7556).

## Town Administrator

**From:** CCM Public Policy and Advocacy [CPolicyandAdvocacy@CCM-CT.ORG]
**Sent:** Monday, June 29, 2015 10:54 AM
**Subject:** Special Session Budget Implementer Bill - CCM Legislative Alert
**Attachments:** 15-48 Special Session - Budget Implementer Bill.pdf

The General Assembly is convening today to "implement" various aspects of the budget. Included in the draft "implementer" bill are at least two unfunded state mandates: (a) a requirement for towns and cities to adhere to the State's small business-minority-women set-aside law for construction projects, if state funds are used, and (b) an extension of the ban on integrated pest management plans to municipal playgrounds.

For more information, please see the attached CCM Legislative Alert or visit CCM's Legislative Action Center.

Regards,
CCM Public Policy & Advocacy Staff

June 29, 2015, Number 15-48

CONNECTICUT CONFERENCE OF MUNICIPALITIES
THE VOICE OF LOCAL GOVERNMENT

# Legislative Alert

900 CHAPEL STREET, 9th FLOOR, NEW HAVEN, CT 06510-2807 PHONE (203) 498-3000 FAX (203) 562-6314

*Your source for local government management information www.ccm-ct.org*

PLEASE DELIVER IMMEDIATELY TO MAYOR, FIRST SELECTMAN, OR TOWN/CITY MANAGER

## Your Action Needed

# Special Session Budget Implementer Bill Contains Unfunded Mandates:

- ⇒ **Would Require Towns to Comply with State Set-Aside Law**
- ⇒ **Would Expand Pesticides Ban to Town Playgrounds**

## *Vote to Be Taken TODAY*

---

The General Assembly is convening today to "implement" various aspects of the budget. Included in the draft "implementer" bill are at least two unfunded state mandates: (a) a requirement for towns and cities to adhere to the State's small business-minority-women set-aside law for construction projects, if state funds are used, and (b) an extension of the ban on integrated pest management plans to municipal playgrounds.

Set Aside Proposal (Sections 58-71 of budget implementer)

Currently, state law requires that 25% of state projects be set-aside for small businesses and 25% of those contracts for minority- or women-owned businesses.

There will be costs to the State for monitoring the activities of contractors, as well as records review and maintenance. However, the budget would allocate $770,000 to the Connecticut Commission on Human Rights and Opportunities (CHRO) to administer the state portion of the law.

Pesticides Ban Expansion (Sections 445-449 of budget implementer)

Would be a costly and ineffective mandate on towns and cities by, among other things, (a) prohibiting, unless in emergency situations, the use of pesticides on municipal playgrounds, and (b) requiring towns and schools to provide additional and unnecessary notification when pesticides are to be applied on school grounds. EPA approves of IPMs.

**For the most up-to-date news on legislative issues affecting municipalities — see CCM's *Legislative Action Center* at www.ccmlac.org**

**YOUR ACTION NEEDED**

Contact your state legislators right away. The budget implementer will be voted on TODAY.

**Tell them:**

Set Aside Proposal (Section 58-71 of budget implementer)

- The proposal would impose significant administrative costs. The proposal would have a disproportionate impact on smaller towns, without a robust purchasing infrastructure.
- The State should fund and complete its disparities study prior to expanding the law.
- The State should provide purchasing assistance to municipalities for compliance.
- Towns are unsure how the proposal would interact with *Adarand Constructors, Inc. v. Peña*, wherein the courts ruled that federal set asides were discriminatory in a guard rail case and, therefore, local officials signing them were subject to treble damages.

Pesticides Ban (Sections 445-449 of budget implementer)

- The proposal would expand a costly unfunded mandate on towns and cities – and exacerbate the current problem of addressing pest populations by prohibiting the use of pesticides on municipal playgrounds.
- EPA approves of IPMs citing, **"full implementation of Integrated Pest Management is cost effective, reduces exposure to pests and pesticides, and reduces pesticide use and pest complaints."**
- The proposal puts the cart before the horse: should allow the recommended Pesticide Advisory Council the opportunity to review the current use of synthetic and organic pesticides using a science-based approach and make recommendations based of their findings.

###

If you have any questions, please contact Ron Thomas (rthomas@ccm-ct.org; 203-430-5537) or

Mike Muszynski (mmuszynski@ccm-ct.org; 203-500-7556).

# TOWN OF COLUMBIA

REQUEST FOR PAYMENT - OPERATING EXPENDITURE

*(Green)*

PAYMENT TO: Credit card
(Payee for Check)

VENDOR NUMBER _____

CK # _____ Dated _____

$_____ of Total Ck of $_____

PURCHASED WITH PO #: _____

✓ Attached Invoice(s): *(please also date and initial invoice to indicate approval)*

| | | |
|---|---|---|
| Invoice# n/a | Dated 6.30.15 | $ 196- |
| Invoice# | Dated | $ |
| Invoice# | Dated | $ |
| Invoice# | Dated | $ |
| Invoice# | Dated | $ |
| Invoice# | Dated | $ |

Total of Invoices: . . . . . $ 196 –

__ Mileage as follows:

____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____

_____ Total miles at . per mile = . . . . . $_____

__ Postage (attach receipt) . . . . . $_____

__ Other (describe and attach receipt) _____

_____ $_____

| FUND | DEPT / AGENCY | ACTIVITY | AMOUNT | DESCRIPTION |
|---|---|---|---|---|
| 10 | - 4 1 1 2 | - 110 | $ 196 - | Admin - Postage - |
| 10 | - 4 | - | $ | 15 coils of forever stamps |
| 10 | - 4 | - | $ | (100 in each coil). |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |

I have indicated the budget account(s) that should be charged.

DATE: 7/1/15

Authorized Signature

vouchers05.xls (Rev 04/08/10)

COLUMBIA
172 ROUTE 66
COLUMBIA
CT
062379998
06/30/2015 (800)275-8777 4:15 PM

| Product Description | Sale Qty | Final Price |
|---|---|---|
| (Forever) Star-Spangled Banner PSA Coil/100 (Unit Price:$49.00) | 1 | $49.00 |
| (Forever) Star-Spangled Banner PSA Bklt/20 (Unit Price:$9.80) | 15 | $147.00 |

Total $196.00

Credit Card Remitd $196.00
(Card Name:VISA)
(Account #:XXXXXXXXXXXX2670)
(Approval #:05240G)
(Transaction #:525)

Order stamps at usps.com/shop or call 1-800-Stamp24. Go to usps.com/clicknship to print shipping labels with postage. For other information call 1-800-ASK-USPS.

***Credit Card Payment***

14/15

# TOWN OF COLUMBIA

## REQUEST FOR PAYMENT - OPERATING EXPENDITURE

*(Green)*

PAYMENT TO: **CREDIT CARD** SwimOutlet.com

VENDOR NUMBER _ _ _ _ _

CK # _____ Dated _____

$ _____ of Total Ck of $ _____

PURCHASED WITH PO # : _____

__ Attached Invoice(s): *(please also date and initial invoice to indicate approval)*

| | | | | | |
|---|---|---|---|---|---|
| Invoice # | 9598947 | Dated | 6/24/2015 | $ | 135.53 |
| Invoice # | | Dated | | $ | - |
| Invoice # | | Dated | | $ | - |
| Invoice # | | Dated | | $ | - |
| Invoice # | | Dated | | $ | - |
| Invoice # | | Dated | | $ | - |

Total of Invoices: . . . . . $ 135.53

__ Mileage as follows:

_____ miles on _____ for _____
_____ miles on _____ for _____
_____ miles on _____ for _____
_____ miles on _____ for _____
_____ miles on _____ for _____

0 Total miles at .555 per mile = . . . . . $ -

__ Postage (attach receipt) . . . . . $ -

__ Other (describe and attach receipt) _____

_____ $ -

| FUND | DEPT / AGENCY | ACTIVITY | AMOUNT | DESCRIPTION |
|---|---|---|---|---|
| 10 | 4640 | 300 | $ $135.53 | Swim Lesson Toys, Lifeguard Supplies |
| | | | $ | |
| | | | $ | |
| | | | $ | |
| | | | $ | |
| | | | $ | |

have indicated the budget account(s) that should be charged.

Date: 6/24/15

Authorized Signature

**Jill Swenson**

**From:** SwimOutlet.com [shop@swimoutlet.com]
**Sent:** Wednesday, June 24, 2015 1:51 PM
**To:** Recreation
**Subject:** SwimOutlet.com Order Confirmation

**1-800-691-4065 • 24/7 CUSTOMER SERVICE**

MEN'S | WOMEN'S | KIDS | GEAR | CLOTHING | NEW ARRIVALS | SALE

# Your Order Confirmation

Thanks for shopping with us, Beverly Ciurylo!
Your order number is **9598947**, placed 6/24/15 at 10:51AM.

**Bill to:**
Town of Columbia Finance
Beverly Ciurylo
323 Route 87
COLUMBIA, CT 06237
United States
860-228-8513
recreation@columbiact.org

**Ship to:**
Town of Columbia
Jill Swenson
323 Route 87
Columbia, CT 06237
United States
860-228-8513

**Payment Info:**
**Credit Card:** Visa
Beverly Ciurylo
Ending in 2670
Exp: 02/2018

**Shipping Method:** Standard (2-6 Business Days) FREE

**Customer ID#1584732**

## ORDER SUMMARY

| | PRICE | QTY | TOTAL |
|---|---|---|---|
| **Shipment 1 of 2** | | | |
| **Poolmaster Soft Funny Dive Animals (Set of 4)** | $10.95 | 3 | $32.85 |
| **Intex Underwater Fun Rings - Assorted**<br>**SKU:** 55501-Assorted \| **COLOR:** Assorted \| | $4.95 | 1 | $4.95 |
| **Sporti Guard Hip Pack - Red** | $5.45 | 3 | $16.35 |

SKU: SGB002-Red | COLOR: Red |

| | | | |
|---|---|---|---|
| Sport Antifog Plus Goggles - Clear Lens Black Frame - One Size<br>SKU: SG70-ClearLensBlackFrame-OneSi \| COLOR: Clear Lens Black Frame \| SIZE: One Size | $4.55 | 5 | $22.75 |
| Fox40 Whistle - Red<br>SKU: 9902-0100.Red \| COLOR: Red \| SIZE: One Size | $4.95 | 5 | $24.75 |
| Rocky Mountain Sunscreen SPF 50 Broad Spectrum Sunscreen 6oz<br>SIZE: One Size | $9.95 | 2 | $19.90 |

Shipping Speed: Standard (2-6 Business Days) FREE

Shipment 2 of 2

| | | | |
|---|---|---|---|
| Poolmaster 3 in 1 Under Water Game Set<br>SIZE: One Size | $17.63 | 1 | $17.63 |

Shipping Speed: Standard Shipping (2-6 Business Days)

A follow-up email will be sent to you with tracking information once your order has shipped. You may check your order status at any time by visiting My Account.

| | |
|---|---|
| SUBTOTAL: | $139.18 |
| TAX: | $0.00 |
| Instant Credit: | $3.65 |
| Shipping: | FREE |

GRAND TOTAL: **$135.53**

# INVOICE

**PAYCHEX OF NEW YORK LLC**
**714 BROOK STREET**
**SUITE 120**
**ROCKY HILL, CT 06067**

**COLUMBIA BOARD OF EDUCATION - T713**
**3 SCHOOL HOUSE ROAD**
**COLUMBIA, CT 06237**

| | |
|---|---|
| **INVOICE DATE** | **06/23/2015** |
| **INVOICE NUMBER** | **643012** |
| **INVOICE AMOUNT** | **$ 365.59** |
| **CHECK DATE** | **06/25/2015** |
| **A/R NUMBER** | **1** |

**TERMS : PLEASE DO NOT PAY THIS BILL. THE TOTAL AMOUNT DUE WILL BE DEDUCTED FROM YOUR ACCOUNT NUMBER: XXXXXXXXX5485 ON YOUR CHECK DATE.**

| PRODUCT | SERVICE | (QUANTITY | x PER ITEM) CHARGE | + FLAT FEE | = SUB TOTAL | - PRODUCT DISCOUNT | = TOTAL | TAX-ABLE |
|---|---|---|---|---|---|---|---|---|
| *BNDBI | PAYROLL PROCESSING BUNDLE BI | 50 | 3.38 | 150.00 | | | | |
| | | 25 | 2.86 | 0.00 | | | | |
| | | 47 | 2.56 | 0.00 | | | | |
| | | | | | 510.82 | (168.57) | 342.25 | N |
| *MNEWH | NEW HIRE REPORTING | 1 | 3.50 | 0.00 | 3.50 | (1.16) | 2.34 | N |
| *DELQC | DELIVERY-QE COURIER | | | 10.50 | 10.50 | | 10.50 | N |
| *GPS | GARNISHMENT PAYMENT SERVICE | | | | | | 0.00 | N |
| *DELCR | DELIVERY - COURIER | | | 10.50 | 10.50 | | 10.50 | N |
| TOTALS | | | | | 535.32 | (169.73) | 365.59 | |

TOTAL INVOICE 365.59

**PAYCHEX**



*HUMAN RESOURCE SERVICES*
1175 JOHN ST
WEST HENRIETTA, NY 14586-9199

| | |
|---|---|
| CLIENT NUMBER: | 0414-T712 |
| STATEMENT DATE: | 07/01/2015 |
| STATEMENT NUMBER: | 13282515 |
| CUSTOMER SERVICE: | 1-800-472-0072 |
| | 8 AM TO 8 PM ET |
| | MON - FRI |

TOWN OF COLUMBIA
323 RT 87
COLUMBIA, CT 06237

**ACCOUNT SUMMARY**

| | | |
|---|---|---|
| TOTAL FROM xxxxxxxx5485 | $ 324.00 | **PLEASE DO NOT PAY.** TOTAL WILL BE DEDUCTED FROM YOUR DESIGNATED ACCOUNT(S) ON OR AFTER **07/10/15** |
| **TOTAL:** | **$ 324.00** | |

| DESCRIPTION OF SERVICES | CHARGES & ADJUSTMENTS | AMOUNT |
|---|---|---|
| **COMPLETE ANALYSIS AND MONITORING SERVICE** | | |
| COMPLETE ANALYSIS & MONITORING SERV ADMINISTRATION JUL-15 | | |
| DISCOUNT | $-25.00 | |
| PAYCHEX ESR SERVICES BASE FEE | $100.00 | |
| DISCOUNT | $-83.00 | |
| PAYCHEX ESR SERVICES PER EMPLOYEE FEE 332 @ $1.00 EACH | $332.00 | |
| **TOTAL COMPLETE ANALYSIS AND MONITORING SERVICE ACH FROM ACCOUNT xxxxxxxx5485** | | **$324.00** |

**SERVICE TOTALS**

| | | |
|---|---|---|
| COMPLETE ANALYSIS AND MONITORING SERVICE | $ 324.00 | **PLEASE DO NOT PAY - ELECTRONIC PAYMENT** |
| **GRAND TOTAL:** | **$ 324.00** | |

# INVOICE

**PAYCHEX OF NEW YORK LLC**
**714 BROOK STREET**
**SUITE 120**
**ROCKY HILL, CT 06067**

**TOWN OF COLUMBIA-OFFICE OF BOARD OF - T712**
**SELECTMAN**
**323 RT 87**
**COLUMBIA, CT 06237**

| | |
|---|---|
| **INVOICE DATE** | **06/29/2015** |
| **INVOICE NUMBER** | **643981** |
| **INVOICE AMOUNT** | **$ 235.73** |
| **CHECK DATE** | **07/02/2015** |
| **A/R NUMBER** | **1** |

**TERMS : PLEASE DO NOT PAY THIS BILL. THE TOTAL AMOUNT DUE WILL BE DEDUCTED FROM YOUR ACCOUNT NUMBER: XXXXXXXXX5485 ON YOUR CHECK DATE.**

| PRODUCT | SERVICE | (QUANTITY | x PER ITEM) CHARGE | + FLAT FEE | = SUB TOTAL | - PRODUCT DISCOUNT | = TOTAL | TAX-ABLE |
|---|---|---|---|---|---|---|---|---|
| *BNDBI | PAYROLL PROCESSING BUNDLE BI | 50 | 3.38 | 150.00 | | | | |
| | | 6 | 2.86 | 0.00 | | | | |
| | | | | | 336.16 | (110.93) | 225.23 | N |
| *MNEWH | NEW HIRE REPORTING | | | | | | 0.00 | N |
| *GPS | GARNISHMENT PAYMENT SERVICE | | | | | | 0.00 | N |
| *DELCR | DELIVERY - COURIER | | | 10.50 | 10.50 | | 10.50 | N |
| TOTALS | | | | | 346.66 | (110.93) | 235.73 | |

TOTAL INVOICE 235.73

**PAYCHEX**



*HUMAN RESOURCE SERVICES*
1175 JOHN ST
WEST HENRIETTA, NY 14586-9199

| | |
|---|---|
| CLIENT NUMBER: | 0414-T712 |
| STATEMENT DATE: | 07/01/2015 |
| STATEMENT NUMBER: | 13282515 |
| CUSTOMER SERVICE: | 1-800-472-0072<br>8 AM TO 8 PM ET<br>MON - FRI |

TOWN OF COLUMBIA
323 RT 87
COLUMBIA, CT 06237

**ACCOUNT SUMMARY**

| | | |
|---|---|---|
| TOTAL FROM xxxxxxxx5485 | $ 324.00 | **PLEASE DO NOT PAY.**<br>TOTAL WILL BE DEDUCTED FROM YOUR DESIGNATED ACCOUNT(S) ON OR AFTER **07/10/15** |
| **TOTAL:** | **$ 324.00** | |

| DESCRIPTION OF SERVICES | CHARGES & ADJUSTMENTS | AMOUNT |
|---|---|---|
| **COMPLETE ANALYSIS AND MONITORING SERVICE** | | |
| COMPLETE ANALYSIS & MONITORING SERV ADMINISTRATION JUL-15 | | |
| DISCOUNT | $-25.00 | |
| PAYCHEX ESR SERVICES BASE FEE | $100.00 | |
| DISCOUNT | $-83.00 | |
| PAYCHEX ESR SERVICES PER EMPLOYEE FEE 332 @ $1.00 EACH | $332.00 | |
| **TOTAL COMPLETE ANALYSIS AND MONITORING SERVICE ACH FROM ACCOUNT xxxxxxxx5485** | | **$324.00** |

**SERVICE TOTALS**

| | | |
|---|---|---|
| COMPLETE ANALYSIS AND MONITORING SERVICE | $ 324.00 | **PLEASE DO NOT PAY - ELECTRONIC PAYMENT** |
| **GRAND TOTAL:** | **$ 324.00** | |

# Town of Columbia
## Budget Transfer Request
**FY: 2014-2015**

**DATE:** **07/07/2015** **Budget Transfer #** **2015-051**

**TO:** **Board of Selectmen**

**FROM:** Administration 112
*(Department Name* *Dept. No.)*

**SUBJECT:** **REQUEST FOR TRANSFER OF FUNDS**

I hereby request the following transfer of funds:

__X__ In-Budget (up to $500)
_____ In–Budget ($501 - $10,000 requires FIPAC)
_____ From Contingency (requires FIPAC)
_____ Town Meeting

| ***Amount*** *(whole dollars only)* | ***From*** *A/C#* | *Description* | ***To*** *A/C #* | *Description* |
|---|---|---|---|---|
| **$350.00** | 10-4112-040 | Group Insurance | 10-4112-012 | Auto Allowance |
| $ | | | | |
| $ | | | | |
| $ | | | | |

**REASON:**
Funds are needed to cover the cost of contracted auto allowance for Town Administrator.

Signature of Dept. Head: _____

Date: _____

Date of BOS Meeting: 07/07/2015 Refer to FIPAC : __ YES X NO

___ Approved by the Board of Selectmen ___ Not Approved

First Selectman Signature: _____ Date: _____

Date of FIPAC Meeting:

___ Approved by FIPAC ___ Not Approved

FIPAC Chairman Signature: _____N/A_____ Date: _____

# Town of Columbia
## Budget Transfer Request
**FY: 2014-2015**

**DATE:** **07/07/2015** **Budget Transfer #** **2015-052**

**TO:** **Board of Selectmen**

**FROM:** Meeting Place 117
*(Department Name* *Dept. No.)*

**SUBJECT:** **REQUEST FOR TRANSFER OF FUNDS**

I hereby request the following transfer of funds:

__X__ In-Budget (up to $500)
_____ In–Budget ($501 - $10,000 requires FIPAC)
____ From Contingency (requires FIPAC)
_____ Town Meeting

| ***Amount*** *(whole dollars only)* | ***From*** *A/C#* | *Description* | ***To*** *A/C #* | *Description* |
|---|---|---|---|---|
| **$36.00** | 10-4112-040 | Group Insurance | 10-4117-230 | Electricity |
| $ | | | | |
| $ | | | | |
| $ | | | | |

**REASON:**
Funds are needed to electricity costs above budget at the Meeting Place

Signature of Dept. Head: _____

Date: _____

Date of BOS Meeting: 07/07/2015 Refer to FIPAC : __ YES X NO

___ Approved by the Board of Selectmen ___ Not Approved

First Selectman Signature: _____ Date: _____

Date of FIPAC Meeting:

___ Approved by FIPAC ___ Not Approved

FIPAC Chairman Signature: _____N/A_____ Date: _____

# Town of Columbia
## Budget Transfer Request
**FY: 2014-2015**

**DATE:** **07/07/2015** **Budget Transfer #** **2015-053**

**TO:** **Board of Selectmen**

**FROM:** Tax Collection 133
*(Department Name* *Dept. No.)*

**SUBJECT:** **REQUEST FOR TRANSFER OF FUNDS**

I hereby request the following transfer of funds:

__X__ In-Budget (up to $500)
_____ In–Budget ($501 - $10,000 requires FIPAC)
_____ From Contingency (requires FIPAC)
_____ Town Meeting

| ***Amount*** *(whole dollars only)* | ***From*** *A/C#* | *Description* | ***To*** *A/C #* | *Description* |
|---|---|---|---|---|
| **$235.00** | 10-4112-040 | Group Insurance | 10-4132-500 | Prof/Tech |
| $ | | | | |
| $ | | | | |
| $ | | | | |

**REASON:**
Funds are needed to costs above budget for the tax collection mailing.

Signature of Dept. Head: _____

Date: _____

Date of BOS Meeting: 07/07/2015 Refer to FIPAC : __ YES X NO

___ Approved by the Board of Selectmen ___ Not Approved

First Selectman Signature: _____ Date: _____

Date of FIPAC Meeting:

___ Approved by FIPAC ___ Not Approved

FIPAC Chairman Signature: _____N/A_____ Date: _____

# Town of Columbia
## Budget Transfer Request
**FY: 2014-2015**

**DATE:** **07/07/2015** **Budget Transfer #** **2015-054**

**TO:** **Board of Selectmen**

**FROM:** Fire Prevention Services 330
*(Department Name* *Dept. No.)*

**SUBJECT:** **REQUEST FOR TRANSFER OF FUNDS**

I hereby request the following transfer of funds:

__X__ In-Budget (up to $500)
_____ In–Budget ($501 - $10,000 requires FIPAC)
_____ From Contingency (requires FIPAC)
_____ Town Meeting

| ***Amount*** *(whole dollars only)* | ***From*** *A/C#* | *Description* | ***To*** *A/C #* | *Description* |
|---|---|---|---|---|
| **$94.00** | 10-4330-710 | Prof Improvement | 10-4330-770 | Transportation |
| $ | | | | |
| $ | | | | |
| $ | | | | |

**REASON:**
Funds are needed to costs above budget for Fire Marshal mileage

Signature of Dept. Head: _____

Date: _____

Date of BOS Meeting: 07/07/2015 Refer to FIPAC : __ YES X NO

___ Approved by the Board of Selectmen ___ Not Approved

First Selectman Signature: _____ Date: _____

Date of FIPAC Meeting:

___ Approved by FIPAC ___ Not Approved

FIPAC Chairman Signature: _____N/A_____ Date: _____

# Town of Columbia
## Budget Transfer Request
FY: 2014-2015

**DATE:** 07/07/2015 **Budget Transfer #** 2015-055

**TO:** Board of Selectmen

**FROM:** Public Works 410
(Department Name Dept. No.)

**SUBJECT:** REQUEST FOR TRANSFER OF FUNDS

I hereby request the following transfer of funds:

_____ In-Budget (up to $500)
__X__ In--Budget ($501 - $10,000 requires FIPAC)
_____ From Contingency (requires FIPAC)
_____ Town Meeting

| ***Amount*** *(whole dollars only)* | ***From*** *A/C#* | *Description* | ***To*** *A/C #* | *Description* |
|---|---|---|---|---|
| **$944.00** | 10-4410-515 | Contracted Services | 10-4410-240 | Fuel |
| $ | | | | |
| $ | | | | |
| $ | | | | |

**REASON:**
Funds are needed to costs above budget for DPW Fuel

Signature of Dept. Head: _____

Date: _____

Date of BOS Meeting: 07/07/2015 Refer to FIPAC : X YES ____ NO

___ Approved by the Board of Selectmen ___ Not Approved

First Selectman Signature: _____ Date: _____

Date of FIPAC Meeting: 07/22/2015

___ Approved by FIPAC ___ Not Approved

FIPAC Chairman Signature: _____ Date: _____

# Town of Columbia
## Budget Transfer Request
**FY: 2014-2015**

**DATE:** **07/07/2015** **Budget Transfer #** **2015-056**

**TO:** **Board of Selectmen**

**FROM:** Public Works 410
*(Department Name* *Dept. No.)*

**SUBJECT:** **REQUEST FOR TRANSFER OF FUNDS**

I hereby request the following transfer of funds:

_____ In-Budget (up to $500)
__X__ In–Budget ($501 - $10,000 requires FIPAC)
_____ From Contingency (requires FIPAC)
_____ Town Meeting

| ***Amount*** *(whole dollars only)* | ***From*** *A/C#* | *Description* | ***To*** *A/C #* | *Description* |
|---|---|---|---|---|
| **$225.00** | 10-4410-300 | Supplies | 10-4410-500 | Prof/Tech |
| $ | | | | |
| $ | | | | |
| $ | | | | |

**REASON:**
Funds are needed to costs above budget for water testing

Signature of Dept. Head: _____

Date: _____

Date of BOS Meeting: 07/07/2015 Refer to FIPAC : ___YES _X_ NO

___ Approved by the Board of Selectmen ___ Not Approved

First Selectman Signature: _____ Date: _____

Date of FIPAC Meeting:

___ Approved by FIPAC ___ Not Approved

FIPAC Chairman Signature: _____N/A_____ Date: _____

# Town of Columbia
## Budget Transfer Request
**FY: 2014-2015**

**DATE:** **07/07/2015** **Budget Transfer #** **2015-057**

**TO:** **Board of Selectmen**

**FROM:** Public Works 410
*(Department Name* *Dept. No.)*

**SUBJECT:** **REQUEST FOR TRANSFER OF FUNDS**

I hereby request the following transfer of funds:

_____ In-Budget (up to $500) _____ From Contingency (requires FIPAC)
__X__ In–Budget ($501 - $10,000 requires FIPAC) _____ Town Meeting

| ***Amount*** *(whole dollars only)* | ***From*** *A/C#* | *Description* | ***To*** *A/C #* | *Description* |
|---|---|---|---|---|
| **$77.00** | 10-4410-710 | Prof Development | 10-4410-630 | Rental |
| $ | | | | |
| $ | | | | |
| $ | | | | |

**REASON:**
Funds are needed to costs above budget for Transfer Station electricity

Signature of Dept. Head: _____

Date: _____

Date of BOS Meeting: 07/07/2015 Refer to FIPAC : ___YES _X_ NO

___ Approved by the Board of Selectmen ___ Not Approved

First Selectman Signature: _____ Date: _____

Date of FIPAC Meeting:

___ Approved by FIPAC ___ Not Approved

FIPAC Chairman Signature: _____N/A_____ Date: _____

# Town of Columbia
## Budget Transfer Request
**FY: 2014-2015**

**DATE:** **07/07/2015** **Budget Transfer #** **2015-058**

**TO:** **Board of Selectmen**

**FROM:** Public Works 410
*(Department Name* *Dept. No.)*

**SUBJECT:** **REQUEST FOR TRANSFER OF FUNDS**

I hereby request the following transfer of funds:

_____ In-Budget (up to $500) _____ From Contingency (requires FIPAC)
__X__ In–Budget ($501 - $10,000 requires FIPAC) _____ Town Meeting

| ***Amount*** *(whole dollars only)* | ***From*** *A/C#* | *Description* | ***To*** *A/C #* | *Description* |
|---|---|---|---|---|
| **$3.00** | 10-4420-300 | Supplies | 10-4420-230 | Electricity |
| $ | | | | |
| $ | | | | |
| $ | | | | |

**REASON:**
Funds are needed to costs above budget for Transfer Station electricity

Signature of Dept. Head: _____

Date: _____

Date of BOS Meeting: 07/07/2015 Refer to FIPAC : ___YES _X_ NO

___ Approved by the Board of Selectmen ___ Not Approved

First Selectman Signature: _____ Date: _____

Date of FIPAC Meeting:

___ Approved by FIPAC ___ Not Approved

FIPAC Chairman Signature: _____N/A_____ Date: _____

# Town of Columbia
## Budget Transfer Request
**FY: 2014-2015**

**DATE:** **07/07/2015** **Budget Transfer #** **2015-059**

**TO:** **Board of Selectmen**

**FROM:** Planning & Zoning 510
*(Department Name* *Dept. No.)*

**SUBJECT:** **REQUEST FOR TRANSFER OF FUNDS**

I hereby request the following transfer of funds:

_____ In-Budget (up to $500) _____ From Contingency (requires FIPAC)
__X__ In–Budget ($501 - $10,000 requires FIPAC) _____ Town Meeting

| ***Amount*** *(whole dollars only)* | ***From*** *A/C#* | *Description* | ***To*** *A/C #* | *Description* |
|---|---|---|---|---|
| **$26.00** | 10-4510-500 | Prof/Tech | 10-4510-130 | Legal Notices |
| $ | | | | |
| $ | | | | |
| $ | | | | |

**REASON:**
Funds are needed to costs above budget cost of legal notices.

Signature of Dept. Head: _____

Date: _____

Date of BOS Meeting: 07/07/2015 Refer to FIPAC : ___YES _X_ NO

___ Approved by the Board of Selectmen ___ Not Approved

First Selectman Signature: _____ Date: _____

Date of FIPAC Meeting:

___ Approved by FIPAC ___ Not Approved

FIPAC Chairman Signature: _____N/A_____ Date: _____

# Town of Columbia
## Budget Transfer Request
**FY: 2014-2015**

**DATE:** **07/07/2015** **Budget Transfer #** **2015-060**

**TO:** **Board of Selectmen**

**FROM:** Conservation & Agriculture 540
*(Department Name* *Dept. No.)*

**SUBJECT:** **REQUEST FOR TRANSFER OF FUNDS**

I hereby request the following transfer of funds:

_____ In-Budget (up to $500) _____ From Contingency (requires FIPAC)
__X__ In–Budget ($501 - $10,000 requires FIPAC) _____ Town Meeting

| ***Amount*** *(whole dollars only)* | ***From*** *A/C#* | *Description* | ***To*** *A/C #* | *Description* |
|---|---|---|---|---|
| **$162.00** | 10-4540-110 | Postage | 10-4540-300 | Supplies |
| $ | | | | |
| $ | | | | |
| $ | | | | |

**REASON:**
Funds are needed to costs above budget cost for supplies.

Signature of Dept. Head: _____

Date: _____

Date of BOS Meeting: 07/07/2015 Refer to FIPAC : ___YES _X_ NO

___ Approved by the Board of Selectmen ___ Not Approved

First Selectman Signature: _____ Date: _____

Date of FIPAC Meeting:

___ Approved by FIPAC ___ Not Approved

FIPAC Chairman Signature: _____N/A_____ Date: _____

# Town of Columbia
## Budget Transfer Request
**FY: 2014-2015**

**DATE:** **07/07/2015** **Budget Transfer #** **2015-061**

**TO:** **Board of Selectmen**

**FROM:** Zoning Appeals Services 550
*(Department Name* *Dept. No.)*

**SUBJECT:** **REQUEST FOR TRANSFER OF FUNDS**

I hereby request the following transfer of funds:

_____ In-Budget (up to $500) _____ From Contingency (requires FIPAC)
__X__ In–Budget ($501 - $10,000 requires FIPAC) _____ Town Meeting

| ***Amount*** *(whole dollars only)* | ***From*** *A/C#* | *Description* | ***To*** *A/C #* | *Description* |
|---|---|---|---|---|
| **$77.00** | 10-4550-770 | Transportation | 10-4550-130 | Legal Notices |
| $ | | | | |
| $ | | | | |
| $ | | | | |

**REASON:**
Funds are needed to costs above budget cost for legal notices

Signature of Dept. Head: _____

Date: _____

Date of BOS Meeting: 07/07/2015 Refer to FIPAC : ___YES _X_ NO

___ Approved by the Board of Selectmen ___ Not Approved

First Selectman Signature: _____ Date: _____

Date of FIPAC Meeting:

___ Approved by FIPAC ___ Not Approved

FIPAC Chairman Signature: _____N/A_____ Date: _____

# INVOICE

**PAYCHEX OF NEW YORK LLC**
**714 BROOK STREET**
**SUITE 120**
**ROCKY HILL, CT 06067**

**TOWN OF COLUMBIA-OFFICE OF BOARD OF - T712**
**SELECTMAN**
**323 RT 87**
**COLUMBIA, CT 06237**

| | |
|---|---|
| **INVOICE DATE** | **06/29/2015** |
| **INVOICE NUMBER** | **643981** |
| **INVOICE AMOUNT** | **$ 235.73** |
| **CHECK DATE** | **07/02/2015** |
| **A/R NUMBER** | **1** |

**TERMS : PLEASE DO NOT PAY THIS BILL. THE TOTAL AMOUNT DUE WILL BE DEDUCTED FROM YOUR ACCOUNT NUMBER: XXXXXXXXX5485 ON YOUR CHECK DATE.**

| PRODUCT | SERVICE | (QUANTITY | x PER ITEM) CHARGE | + FLAT FEE | = SUB TOTAL | - PRODUCT DISCOUNT | = TOTAL | TAX-ABLE |
|---|---|---|---|---|---|---|---|---|
| *BNDBI | PAYROLL PROCESSING BUNDLE BI | 50 | 3.38 | 150.00 | | | | |
| | | 6 | 2.86 | 0.00 | | | | |
| | | | | | 336.16 | (110.93) | 225.23 | N |
| *MNEWH | NEW HIRE REPORTING | | | | | | 0.00 | N |
| *GPS | GARNISHMENT PAYMENT SERVICE | | | | | | 0.00 | N |
| *DELCR | DELIVERY - COURIER | | | 10.50 | 10.50 | | 10.50 | N |
| TOTALS | | | | | 346.66 | (110.93) | 235.73 | |

TOTAL INVOICE 235.73

# TOWN OF COLUMBIA

## *Finance Department*

Town Hall Annex, 323 Route 87, Columbia, CT 06237
(860) 228-8423 FAX: (860) 228-2392

**DATE:** 07/07/2015

**TO:** Board of Selectmen

**FROM:** Town of Columbia Finance Department

**SUBJECT:** Payment of Bills Approval: 14/15 Expenditures

| Posting Reg # | | Fund #10 General | Fund #20 Capital | Fund #21 Nutmeg | Fund #29 Recreation | Fund #36 Senior Ctr | Fund #60 Trust Funds | Total |
|---|---|---|---|---|---|---|---|---|
| **EMERGENCY:** | | | | | | | | - |
| 2014-2015 | 1961 | - | VOID AND REISSUE | | | | | - |
| 2014-2015 | 1962 | 83,419.32 | | | | | | 83,419.32 |
| 2014-2015 | 1963 | (30.00) | VOID | | | | | (30.00) |
| 2014-2015 | 1964 | 17,411.92 | 15,377.69 | | 1,417.26 | | | 34,206.87 |
| | | | | | | | | - |
| | | 100,801.24 | 15,377.69 | - | 1,417.26 | - | - | 117,596.19 |
| **REGULAR:** | | | | | | | | - |
| 2014-2015 | 1965 | 10,699.62 | 13,453.64 | | 347.04 | | | 24,500.30 |
| | | | | | | | | - |
| 2015-2016 | 1966 | 138,038.23 | 9,921.05 | | 73.50 | 3,464.00 | | 151,496.78 |
| | | 148,737.85 | 23,374.69 | - | 420.54 | 3,464.00 | - | 175,997.08 |
| | | | | | | | | - |
| Saxton Library Funding | | 93,790.50 | | | | | | 93,790.50 |
| Credit Card | | 2,927.02 | | | | | | 2,927.02 |
| Paychex | | 925.32 | | | | | | 925.32 |
| | | 97,642.84 | - | - | - | | - | 97,642.84 |
| Total payments | | 347,181.93 | 38,752.38 | - | 1,837.80 | 3,464.00 | - | 391,236.11 |
| | | | | | | | | 391,236.11 |

## Approval

Date of BOS Meeting: 07/07/2015

The above mentioned payment of bills is approved by a majority of the Board of Selectmen as signed below.

_____

_____

_____

_____

14/15



ACCOUNTS PAYABLE POSTING REGISTER

Document Ctl# 001961-01

Sequenced By Voucher Number

Type Column: *S=Sng Chk; *A=Ach Pay

Period: June 2015

| Vcr# | Voucher Description | Vnd# | Vendor Name | Invoice# | Type | Ref# | PO# | Due Date | Vcr Total |
|---|---|---|---|---|---|---|---|---|---|
| 040006 | *** Void A/P Check Voucher *** | ANTHAN | ANTHEM BCBS OF CT, INC | | V | 050690 | | 06/16/15 | 0.00 |
| 040007 | *** Cancellation Voucher *** | ANTHAN | ANTHEM BCBS OF CT, INC | | C | 040001 | | 06/01/15 | -16,736.61 |
| 040008 | JUNE PREMIUMS | ANTHEM | ANTHEM BLUE CROSS BLUE SHIELD | 751400057 | R | | | 06/01/15 | 16,736.61 |

Register Totals: Number of Vouchers = 3 Total of Vouchers = 0.00

14/15



# A C C O U N T S  P A Y A B L E  P O S T I N G  R E G I S T E R

Document Ctl# 001962-01

Sequenced By Voucher Number

Type Column: *S=Sng Chk; *A=Ach Pay  Period: June 2015

| Vcr# | Voucher Description | Vnd# | Vendor Name | Invoice# | Type | Ref# | PO# | Due Date | Vcr Total |
|---|---|---|---|---|---|---|---|---|---|
| 040009 | COURT STIPULATED CY RE TAX REF ANGELM | MICHAEL J & SUSAN H | ANGELIDES | 2012-1-52 | R | | | 06/25/15 | 41,709.66 |
| 040010 | COURT STIPULATED PY RE TAX REF ANGELM | MICHAEL J & SUSAN H | ANGELIDES | 2013-1-53 | R | | | 06/25/15 | 41,709.66 |

Register Totals: Number of Vouchers = 2 Total of Vouchers = 83,419.32

14/15



ACCOUNTS PAYABLE POSTING REGISTER

Document Ctl# 001963-01

Sequenced By Voucher Number

Type Column: *S=Sng Chk; *A=Ach Pay

Period: May 2015

| Vcr# | Voucher Description | Vnd# | Vendor Name | Invoice# | Type | Ref# | PO# | Due Date | Vcr Total |
|---|---|---|---|---|---|---|---|---|---|
| 040011 | *** Void A/P Check Voucher *** | CASBO | CASBO | | V | 050479 | | 04/21/15 | 0.00 |
| 040012 | *** Cancellation Voucher *** | CASBO | CASBO | | C | 039506 | | 04/16/15 | -30.00 |

Register Totals: Number of Vouchers = 2 Total of Vouchers = -30.00

14/15



ACCOUNTS PAYABLE POSTING REGISTER

Document Ctl# 001964-01

Sequenced By Voucher Number

Type Column: *S=Sng Chk; *A=Ach Pay Period: June 2015

| Vcr# | Voucher Description | Vnd# | Vendor Name | Invoice# | Type | Ref# | PO# | Due Date | Vcr Total |
|---|---|---|---|---|---|---|---|---|---|
| 040013 | ARCHIVED PAPER | ADKINS | ADKINS | 238468 | R | | | 06/18/15 | 161.18 |
| 040014 | OXYGEN INDUSTRIAL | AIRGAS | AIRGAS USA, LLC | 9040362909 | R | | | 06/12/15 | 67.42 |
| 040015 | SEMI-ANNUAL INSPECTION | ALLSFI | ALLSTATE FIRE EQUIP CO, INC. | 105170 | R | | | 06/11/15 | 168.00 |
| 040016 | 14/15 ALARM MONITORING | AMALAR | AMERICAN ALARM | | R | | | 06/18/15 | 4,000.00 |
| 040017 | FENCING AT COLUMBIA DAM | ATLAS | ATLAS INDUSTRIAL SERVICES, LLC | 9908555-IN | R | | | 06/25/15 | 4,258.26 |
| 040018 | TIRE REMOVAL | BOBSTI | BOB'S TIRE CO. | 425614 | R | | | 06/08/15 | 18.75 |
| 040019 | JUNE IT SERVICES | BOLDUC | JOHN BOLDUC | 144 | R | | | 07/01/15 | 805.00 |
| 040020 | LOGMEIN FOR TA AND FD | BOLDUC | JOHN BOLDUC | LOGMEIN | R | | | 06/06/15 | 115.00 |
| 040021 | TELEPHONE - SR CTR | CHARSC | CHARTER COMMUNICATIONS | 8350160280 | R | | | 06/01/15 | 138.41 |
| 040022 | COLUMBIA LANDFILL SAMPLING | COLENL | COLUMBIA ENVIRONMENTAL LAB | 15285 | R | | | 06/19/15 | 260.00 |
| 040023 | JANITORIAL SUPPLIES | C&C | C & C JANITORIAL SUPPLIES, INC | 307723 | R | | | 06/12/15 | 431.48 |
| 040024 | JANITORIAL SUPPLIES | C&C | C & C JANITORIAL SUPPLIES, INC | 307708 | R | | | 06/12/15 | 205.29 |
| 040025 | 05/13-06/13/15 MAINT SVCS | CONNBU | CONNECTICUT BUSINESS SYSTEMS | 045786 | R | | | 06/15/15 | 34.03 |
| 040026 | JOB POSTING FOR ZEO | CCM | CCM | INV300579 | R | | | 06/17/15 | 150.00 |
| 040027 | CRCOG ANNUAL MEETING | CRCG | CAPITOL REGION COUNCIL OF GOVE | ANNUAL MTG | R | | | 06/17/15 | 25.00 |
| 040028 | ZUMBA 6/15-6/29 | DESIAM | AMIE DESIMONE | 6/15-6/29 | R | | | 06/29/15 | 332.00 |
| 040029 | JUNE PAINT N SIP | DRURYA | ANN MARIE DRURY | PAINTnSIP | R | | | 06/29/15 | 230.00 |
| 040030 | ROAD SIGNS | EAST | East Coast Sign & Supply,Inc. | 65928 | R | | | 06/19/15 | 185.00 |
| 040031 | COLUMBIA LAKE MONITORING | ECOSYS | ECOSYSTEM CONSULTING SVC, INC. | 2645 | R | | | 06/24/15 | 1,138.31 |
| 040032 | 5/21-6/22 TOWN HALL | EVERS | EVERSOURCE | 5142480405 | R | | | 06/22/15 | 342.30 |
| 040033 | 5/22-6/22 GAZEBO | EVERS | EVERSOURCE | 5178362404 | R | | | 06/22/15 | 47.31 |
| 040034 | 5/22-6/22 MTG PLACE | EVERS | EVERSOURCE | 5152480405 | R | | | 06/22/15 | 75.05 |
| 040035 | 5/21-6/22 BEACH | EVERS | EVERSOURCE | 5147772400 | R | | | 06/22/15 | 57.26 |
| 040036 | 5/21-6/22 REC AREA | EVERS | EVERSOURCE | 5176371401 | R | | | 06/22/15 | 109.24 |
| 040037 | 5/21-6/22 TRANSFER STATION | EVERS | EVERSOURCE | 5167180401 | R | | | 06/22/15 | 47.82 |
| 040038 | 5/21-6/22 DPW | EVERS | EVERSOURCE | 5108490403 | R | | | 06/22/15 | 85.30 |
| 040039 | 5/21-6/22 SENIOR CTR | EVERS | EVERSOURCE | 5155172409 | R | | | 06/22/15 | 909.31 |
| 040040 | 5/21-6/22 OLD CVFD | EVERS | EVERSOURCE | 5153780404 | R | | | 06/22/15 | 44.25 |
| 040041 | 5/21-6/22 OLD CVFD | EVERS | EVERSOURCE | 5153780404 | M | | | 06/22/15 | -44.25 |
| 040042 | 5/21-6/22 CHAPEL | EVERS | EVERSOURCE | 5143312409 | R | | | 06/22/15 | 44.43 |
| 040043 | LIBRARY- BALLAST | HOMEDE | HOME DEPOT CREDIT SERVICES | 39921 | R | | | 06/29/15 | 39.98 |
| 040044 | 6/18-6/27 YOGA | JACQLA | LAURA JACQUES | 6/18-6/27 | R | | | 06/29/15 | 123.00 |
| 040045 | 14/15 CELL PHONE | JORGMA | MATTHEW JORGENSEN | 14/15 CELL | R | | | 06/25/15 | 396.00 |
| 040046 | APR-MAY FM MILEAGE | LESTMI | MICHAEL LESTER | FM MILEAGE | R | | | 06/30/15 | 146.63 |
| 040047 | REFUND: OVERPY -BEACH PASS | LENZRI | LENZI, RICHARD P. | REFUND | R | | | 06/30/15 | 30.00 |
| 040048 | MAY & JUN RUBBISH REMOVAL | MAYO | F.W. MAYO & SONS LLC | MAY&JUNE | R | | | 06/30/15 | 112.00 |
| 040049 | REFUND:SELF DEFENSE CLASS | MCDOLI | LINDA MCDONALD | REFUND | R | | | 06/30/15 | 50.00 |
| 040050 | MAY-JUN CELL PHONE | MEYEBU | BUD MEYERS | MY/JN CELL | R | | | 06/30/15 | 66.00 |
| 040051 | BUSINESS CARDS | MINPRE | MINUTEMAN PRESS | 94089 | R | | | 06/19/15 | 65.28 |

ACCOUNTS PAYABLE POSTING REGISTER
Document Ctl# 001964-01
Sequenced By Voucher Number

Type Column: *S=Sng Chk; *A=Ach Pay Period: June 2015

| Vcr# | Voucher Description | Vnd# | Vendor Name | Invoice# | Type | Ref# | PO# | Due Date | Vcr Total |
|---|---|---|---|---|---|---|---|---|---|
| 040052 | BO & ASST BO BUS CARDS | MINPRE | MINUTEMAN PRESS | 94137 | R | | | 06/24/15 | 86.00 |
| 040053 | CELL PHONE 5/14-6/13 | NAUNAT | NATASHA NAU | CELL PHONE | R | | | 06/13/15 | 33.00 |
| 040054 | 3/8" SHORT BRASS NIPPLE | WILLAR | THE O.L. WILLARD CO. | 762514 | R | | | 06/23/15 | 2.49 |
| 040055 | MISC POSTAGE | PETTBD | PETTY CASH FUND-BLDG DEPT | POSTAGE | R | | | 06/30/15 | 119.29 |
| 040056 | POSTAGE | PETTYF | PETTY CASH | POSTAGE | R | | | 06/30/15 | 100.96 |
| 040057 | POSTAGE | PETTRD | PETTY CASH - REC DEPARTMENT | POSTAGE | R | | | 06/30/15 | 58.50 |
| 040058 | POSTAGE | PETTTX | PETTY CASH FUND-TAX COLLECTOR | POSTAGE | R | | | 06/30/15 | 15.43 |
| 040059 | MILEAGE FOR TRAINING | PRICCA | CAROL PRICE | MILEAGE | R | | | 06/30/15 | 25.88 |
| 040060 | KEYS: BLDG DEPT & MURPHY HOUSE | PROLOC | PROFESSIONAL LOCK & SAFE INC. | 4488 | R | | | 06/19/15 | 33.00 |
| 040061 | KEYS FOR SZEGDA FARM | PROLOC | PROFESSIONAL LOCK & SAFE INC. | 4417 | R | | | 06/11/15 | 26.00 |
| 040062 | DOOR HANDLE-MURPHY HOUSE | PROLOC | PROFESSIONAL LOCK & SAFE INC. | 4520 | R | | | 06/27/15 | 18.95 |
| 040063 | TAX BILL MAILING | QUALDA | QUALITY DATA SERVICE, INC. | 0328653617 | R | | | 05/06/15 | 2,136.56 |
| 040064 | BINDER FOR 1ST SELECTMAN | QUILL | QUILL CORP | 5156994 | R | | | 06/17/15 | 12.98 |
| 040065 | SUPPLIES | QUILL | QUILL CORP | 5081138 | R | | | 06/17/15 | 105.83 |
| 040066 | SUPPLIES | QUILL | QUILL CORP | 5157555 | R | | | 06/15/15 | 138.98 |
| 040067 | SUPPLIES | QUILL | QUILL CORP | 5142909 | R | | | 06/15/15 | 46.98 |
| 040068 | BEACH FEES SCHOLARSHIP | TOWNRE | TOWN OF COLUMBIA | SCHOLARSHP | R | | | 06/25/15 | 55.00 |
| 040069 | PUCKER STREET BRIDGE | COVETO | TOWN OF COVENTRY | 3 & 3-CONS | R | | | 06/25/15 | 10,570.04 |
| 040070 | 6/15-6/24 FIT FUSION | RITCCA | CAROLYN A RITCHIE | 6/15-6/24 | R | | | 06/24/15 | 64.00 |
| 040071 | REFUND: OVERPY BEACH PASS | ROSEBE | BETSY ROSE | REFUND | R | | | 06/26/15 | 10.00 |
| 040072 | DINNER & A DIP FOOD | ROSSBI | BILL ROSS | DINNER&DIP | R | | | 06/29/15 | 407.46 |
| 040073 | PAINT FOR MURPHY HOUSE | SHERWI | SHERWIN WILLIAMS | 4415-6 | R | | | 06/10/15 | 59.21 |
| 040074 | MILEAGE REIMBURSEMENT | STAHPA | PAULA STAHL | MILEAGE | R | | | 06/29/15 | 28.75 |
| 040075 | SUPPLIES | STAPLE | STAPLES ADVANTAGE | 6035517820 | R | | | 06/23/15 | 82.84 |
| 040076 | MAY & JUN CELL PHONE | SWENJI | JILL SWENSON | CELL PHONE | R | | | 06/29/15 | 58.00 |
| 040077 | SUPPLIES D&DIP AND BEACH | SWENJI | JILL SWENSON | SUPPLIES | R | | | 06/29/15 | 87.84 |
| 040078 | JAN-JUN MILEAGE | SWENJI | JILL SWENSON | MILEAGE | R | | | 06/29/15 | 64.23 |
| 040079 | UNIFORM RENTAL | SWISS | SWISS UNIFORM RENTAL DIVISION | 02345 | R | | | 06/29/15 | 45.00 |
| 040080 | QUIKRETE CEMENT | TARGEN | TARGET ENTERPRISES, INC. | 1541468 | R | | | 06/05/15 | 35.49 |
| 040081 | CONCRETE CATCH BASIN | TARGEN | TARGET ENTERPRISES, INC. | 1541737 | R | | | 06/10/15 | 328.90 |
| 040082 | SERVICE CONTRACT 6/1-6/30/15 | TOSHEL | TOSHIBA ELECTRONIC IMAGING DIV | 2951222 | R | | | 06/30/15 | 40.00 |
| 040083 | NO PARKING SIGN - DIN&DIP | TRUEVA | TRUE VALUE HOME CENTERS | 87168 | R | | | 06/25/15 | 13.08 |
| 040084 | SNO CONE MACHINE DIN & DIP | TRUEVA | TRUE VALUE HOME CENTERS | 87195 | R | | | 06/26/15 | 75.56 |
| 040085 | SZEGDA FARM SUPPLIES | TRUEVA | TRUE VALUE HOME CENTERS | 87022 | R | | | 06/17/15 | 10.48 |
| 040086 | WALL PLATE - SENIOR CENTER | TRUEVA | TRUE VALUE HOME CENTERS | 87117 | R | | | 06/23/15 | 3.96 |
| 040087 | 4 CYCLE OIL & 2 CYC OIL | TRUEVA | TRUE VALUE HOME CENTERS | 87163 | R | | | 06/25/15 | 26.95 |
| 040088 | 8 X 12 SIGN | TRUEVA | TRUE VALUE HOME CENTERS | 87168 | R | | | 06/25/15 | 13.08 |
| 040089 | WEED CONTROL- REC PARK | TRUGRE | TRUGREEN PROCESSING CENTER | 34150865 | R | | | 06/17/15 | 1,335.71 |
| 040090 | B PAUL - MUNIC TURF WKSHP | UCONEX | UNIVERISTY OF CONNECTICUT | 7/29WKSHP | R | | | 06/30/15 | 25.00 |

A C C O U N T S  P A Y A B L E  P O S T I N G  R E G I S T E R

Document Ctl# 001964-01

Sequenced By Voucher Number

Type Column: *S=Sng Chk; *A=Ach Pay Period: June 2015

| Vcr# | Voucher Description | Vnd# | Vendor Name | Invoice# | Type | Ref# | PO# | Due Date | Vcr Total |
|---|---|---|---|---|---|---|---|---|---|
| 040091 | PRE STAMPED ENVELOPES | STAMPF | US POSTAL SERVICE | | R_*S | | | 06/30/15 | 571.35 |
| 040092 | STAMP ENVELOPES | STAMPF | US POSTAL SERVICE | | R_*S | | | 06/30/15 | 344.05 |
| 040093 | STAMPED ENVELOPES - FM | STAMPF | US POSTAL SERVICE | | R_*S | | | 06/30/15 | 41.40 |
| 040094 | FEB-JUN MILEAGE | VALEJO | JOHN VALENTE | MILEAGE | R | | | 06/30/15 | 235.75 |
| 040095 | CELL PHONE 5/10-6/9 | VERIZN | VERIZON WIRELESS | 9747023517 | R | | | 06/30/15 | 84.75 |
| 040096 | DPW SUPPLIES | WALMAR | WALMART COMMUNITY | 019773 | R | | | 06/19/15 | 44.52 |
| 040097 | HAULING & RECYCLING | WILLWP | WILLIMANTIC WASTE PAPER CO,INC | 1643774 | R | | | 06/20/15 | 1,016.15 |
| 040098 | SINGLE STREAM RECYCLING | WILLWP | WILLIMANTIC WASTE PAPER CO,INC | CM1643774 | M | | | 06/20/15 | -2.55 |

Special Totals: Single Check Count = 3 Single Chk Totals = 956.80

Register Totals: Number of Vouchers = 86 Total of Vouchers = 34,206.87

14/15



# A C C O U N T S  P A Y A B L E  P O S T I N G  R E G I S T E R

Document Ctl# 001965-01

Sequenced By Voucher Number

Type Column: *S=Sng Chk; *A=Ach Pay

Period: June 2015

| Vcr# | Voucher Description | Vnd# | Vendor Name | Invoice# | Type | Ref# | PO# | Due Date | Vcr Total |
|---|---|---|---|---|---|---|---|---|---|
| 040099 | JUNE 2015 SOCIAL SVCS | ACCESS | THE ACCESS AGENCY, INC. | JUNE 2015 | R | | | 07/01/15 | 695.83 |
| 040100 | JUNE PUMP OUT SERVICES | CTPORT | CT PORTABLES | 090018301 | R | | | 06/30/15 | 302.50 |
| 040101 | COLUMBIA MKT AD | CHRON | CHRONICLE | 227 | R | | | 06/30/15 | 90.00 |
| 040102 | PZC LEGALS | CHRON | CHRONICLE | 43 | R | | | 06/30/15 | 304.48 |
| 040103 | ZBA LEGALS | CHRON | CHRONICLE | 46 | R | | | 06/30/15 | 92.66 |
| 040104 | TAX COLLECTOR LEGAL NOTICE | CHRON | CHRONICLE | 45 | R | | | 06/30/15 | 226.58 |
| 040105 | VERIFICATION | COTTSY | COTT SYSTEMS, INC. | 104261 | R | | | 06/29/15 | 71.44 |
| 040106 | QUARTERLY DEEP FEE | STCTDE | DEPT. OF ENERGY AND ENVIRO. | QTRLY DEEP | R | | | 06/30/15 | 780.00 |
| 040107 | QUARTERLY DEEP FEES | STCTDE | DEPT. OF ENERGY AND ENVIRO. | QTRLY DEEP | M | | | 06/30/15 | -26.00 |
| 040108 | SENIOR CTR 330.2 GALS OIL | EASTRI | EAST RIVER ENERGY, INC | 325656 | R | | | 06/24/15 | 693.12 |
| 040109 | 6/1-6/30 STREETLIGHTS | EVERS | EVERSOURCE | 5156752405 | R | | | 07/01/15 | 22.78 |
| 040110 | 06/01-06/30 STREETLIGHTS | EVERS | EVERSOURCE | 5122070402 | R | | | 07/01/15 | 586.83 |
| 040111 | 6/01-6/30 STREETLIGHTS | EVERS | EVERSOURCE | 5166182404 | R | | | 07/01/15 | 189.09 |
| 040112 | REFUND BOAT MOORING | FORKPA | PATRICIA FORKNER | REFUND | R | | | 07/01/15 | 100.00 |
| 040113 | JUNE ZEO INSPECTIONS | FRAEMA | MARTHA FRAENKEL | MILEAGE | R | | | 07/01/15 | 27.60 |
| 040114 | CLASS II ASHPALT MIX | HAINMA | HAIN MATERIALS CORP. | 92241 | R | | 008538 | 06/02/15 | 39.60 |
| 040115 | CLASS II ASPHALT MIX | HAINMA | HAIN MATERIALS CORP. | 93308 | R | | 008538 | 06/16/15 | 192.41 |
| 040116 | CLASS II ASPHALT MIX | HAINMA | HAIN MATERIALS CORP. | 93344 | R | | 008538 | 06/17/15 | 223.52 |
| 040117 | CLASS II ASPHALT MIX | HAINMA | HAIN MATERIALS CORP. | 93382 | R | | 008538 | 06/18/15 | 256.54 |
| 040118 | CLASS II ASPHALT MIX | HAINMA | HAIN MATERIALS CORP. | 93408 | R | | 008538 | 06/18/15 | 193.68 |
| 040119 | CLASS II ASPHALT MIX | HAINMA | HAIN MATERIALS CORP. | 93441 | R | | 008538 | 06/19/15 | 222.89 |
| 040120 | WSI RE-ENTRY COURSE | KAPLAL | KAPLAN, ALI | WSI | R | | | 06/19/15 | 35.00 |
| 040121 | JUNE MILEAGE | HEWMAR | MARY LAVALLEE | MILEAGE | R | | | 06/30/15 | 108.10 |
| 040122 | DINNER & DIP SUPPLIES | LEVIPH | PHILLIP LEVINE | DINNER&DIP | R | | | 06/25/15 | 168.40 |
| 040123 | MILEAGE | MCGRGA | GAIL MCGRATH | MILEAGE | R | | | 06/30/15 | 18.40 |
| 040124 | GENERAL ADMIN SUPPLIES | NAUNAT | NATASHA NAU | SUPPLIES | R | | | 06/30/15 | 32.57 |
| 040125 | BO JUNE MILEAGE | NOWJAS | JASON NOWOSAD | MILEAGE | R | | | 06/30/15 | 58.08 |
| 040126 | WSI RE-ENTRY COURSE | OZARKN | NICOLE OZARK | WSI | R | | | 06/19/15 | 35.00 |
| 040127 | POSTAGE | PETTTO | PETTY CASH - TOWN CLERK | POSTAGE | R | | | 06/30/15 | 21.63 |
| 040128 | CVFD MEDICAL EXPENSES | QUESTD | QUEST DIAGNOSTICS INC. | 9160461261 | R | | | 06/25/15 | 176.13 |
| 040129 | SUPPLIES | QUILL | QUILL CORP | 5380132 | R | | | 06/25/15 | 29.99 |
| 040130 | MISC SUPPLIES | QUILL | QUILL CORP | 5428818 | R | | | 06/26/15 | 13.99 |
| 040131 | LEGAL PAPER & SUPPLIES | QUILL | QUILL CORP | 5351065 | R | | | 06/26/15 | 177.77 |
| 040132 | OFFICE SUPPLIES | QUILL | QUILL CORP | 5351354 | R | | | 06/26/15 | 194.55 |
| 040133 | OFFICE SUPPLIES | QUILL | QUILL CORP | 5362763 | R | | | 06/24/15 | 10.49 |
| 040134 | OFFICE SUPPLIES | QUILL | QUILL CORP | 5381770 | R | | | 06/24/15 | 1.69 |
| 040135 | WSI RE-ENTRY COURSE | RAYREB | RAY, REBECCA | WSI | R | | | 06/18/15 | 35.00 |
| 040136 | QUARTERLY ED FEE | STCTCS | STATE OF CONNECTICUT | QTRLY ED F | R | | | 06/30/15 | 262.86 |
| 040137 | QUARTERLY ED FEE | STCTCS | STATE OF CONNECTICUT | QTRLY ED F | M | | | 06/30/15 | -10.11 |

A C C O U N T S  P A Y A B L E  P O S T I N G  R E G I S T E R

Document Ctl# 001965-01

Sequenced By Voucher Number

Type Column: *S=Sng Chk; *A=Ach Pay  Period: June 2015

| Vcr# | Voucher Description | Vnd# | Vendor Name | Invoice# | Type | Ref# | PO# | Due Date | Vcr Total |
|---|---|---|---|---|---|---|---|---|---|
| 040138 | UNIIFORM RENTAL 6/29/15 | SWISS | SWISS UNIFORM RENTAL DIVISION | 03279 | R | | | 06/29/15 | 45.00 |
| 040139 | *** Void A/P Check Voucher *** | TRUEVA | TRUE VALUE HOME CENTERS | | V | 050796 | | 06/30/15 | 0.00 |
| 040140 | *** Cancellation Voucher *** | TRUEVA | TRUE VALUE HOME CENTERS | | C | 040088 | | 06/25/15 | -13.08 |
| 040141 | DPW JUNE GAS 346.96 GALS | FLEESE | WEX BANK | 41375121 | R | | | 06/30/15 | 1,003.78 |
| 040142 | JUNE PROFESSIONAL SVCS | WIEPO | WIEBER POWELL + GRUNIGEN INC | 70115 | R | | | 07/01/15 | 12,325.00 |
| 040143 | HAULING & RECYCLING 6/23-6/30 | WILLWP | WILLIMANTIC WASTE PAPER CO,INC | 1664069 | R | | | 07/01/15 | 4,578.41 |
| 040144 | SINGLESTREAM RECYCLG 6/23-6/30 | WILLWP | WILLIMANTIC WASTE PAPER CO,INC | CM1664069 | M | | | 06/30/15 | -93.90 |

Register Totals: Number of Vouchers = 46 Total of Vouchers = 24,500.30

15/16



# ACCOUNTS PAYABLE POSTING REGISTER

Document Ctl# 001966-01

Sequenced By Voucher Number

Type Column: *S=Sng Chk; *A=Ach Pay Period: July 2015

| Vcr# | Voucher Description | Vnd# | Vendor Name | Invoice# | Type | Ref# | PO# | Due Date | Vcr Total |
|---|---|---|---|---|---|---|---|---|---|
| 040145 | 2015-2016 AHM SERVICES | AHM | AHM YOUTH AND FAMILY SERVICES | 15/16 AHM | R | | | 07/01/15 | 40,386.00 |
| 040146 | 15/16 SERVICE CONTRACT | ACTBLU | ACTION BLUEPRINT | 15-7145 | R | | | 06/30/15 | 475.00 |
| 040147 | CH OF COMM ANNUAL MEMBERSHIP | CHAMCO | CHAMBER OF COMMERCE, INC. | 205769 | R | | | 06/01/15 | 300.00 |
| 040148 | 15/16 LAP POLICY PYMT 1 OF 4 | CIRMA | CIRMA | 122 | R | | | 06/18/15 | 9,736.75 |
| 040149 | 15/16 WC POLICY PYMT 1 OF 4 | CIRMA | CIRMA | 114 | R | | | 06/18/15 | 4,064.83 |
| 040150 | 15/16 TOWN GRANT PYMT 1 OF 4 | COLUVF | COLUMBIA VOL FIRE DEPT | GRANT | R | | | 07/01/15 | 47,312.50 |
| 040151 | 15/16 TOWN GRANT | CTFEDL | CT FEDERATION OF LAKES | GRANT | R | | | 07/01/15 | 150.00 |
| 040152 | 15/16 MEMBERSHIPS | CRPA | CRPA | 16252 | R | | | 07/01/15 | 144.00 |
| 040153 | JOHN DEERE Z950R MOWER | MARVSO | D. H. MARVIN AND SON, INC. | 63186 | R | | | 07/01/15 | 9,921.05 |
| 040154 | ZUMBA 7/01/15 | DESIAM | AMIE DESIMONE | 07012015 | R | | | 07/01/15 | 73.50 |
| 040155 | 15/16 TOWN GRANT | EASTCC | EASTERN CT CONSERVATION | GRANT | R | | | 07/01/15 | 356.00 |
| 040156 | ZEO INSPECTIONS | FRAEMA | MARTHA FRAENKEL | MILEAGE | R | | | 07/01/15 | 13.80 |
| 040157 | 6/23-7/22 TOWN HALL | FRONTI | FRONTIER COMMUNICATIONS | 8602283284 | R | | | 06/23/15 | 580.16 |
| 040158 | 6/23-7/22 FINANCE | FRONTI | FRONTIER COMMUNICATIONS | 8602288423 | R | | | 06/23/15 | 103.88 |
| 040159 | 6/23-7/22 MEETING PLACE | FRONTI | FRONTIER COMMUNICATIONS | 8602281540 | R | | | 06/23/15 | 38.49 |
| 040160 | 6/23-7/22 OLD CVFD | FRONTI | FRONTIER COMMUNICATIONS | 8602281673 | R | | | 06/23/15 | 39.46 |
| 040161 | SAILAWAY TRIP ON 8/13/15 | LANDMA | LANDMARK TOURS & CRUISES | AUGUST 13 | R_*S | | | 07/01/15 | 1,917.00 |
| 040162 | LOBSTER BASH 7/16/15 | LANDMA | LANDMARK TOURS & CRUISES | JULY 16 | R_*S | | | 07/01/15 | 1,501.00 |
| 040163 | QTRLY HEALTH DISTRICT ASSESS | EASTHI | TOWN OF MANSFIELD | 180000097 | R | | | 07/02/15 | 6,838.65 |
| 040164 | 15/16 TOWN GRANT | NECASA | NORTHEAST COMMUNITIES AGAINST | GRANT | R | | | 07/01/15 | 1,372.00 |
| 040165 | BUS TIP FOR LOBSTER BASH | PETTYB | PETTY CASH FUND-BECKISH SR CTR | LOBSTBASH | R | | | 07/01/15 | 19.00 |
| 040166 | BUS TIP FOR SAIL AWAY | PETTYB | PETTY CASH FUND-BECKISH SR CTR | SAIL AWAY | R | | | 07/01/15 | 27.00 |
| 040167 | 15/16 TOWN GRANT | SACC | SEXUAL ASSAULT CRISIS CENTER | GRANT | R | | | 07/01/15 | 300.00 |
| 040168 | CVFD-ANNUAL SVCS/DISPATCH | TOLCMA | TOLLAND COUNTY MUTUAL AID | 5-7-15 | R | | | 07/01/15 | 17,974.00 |
| 040169 | CHAINSAW PARTS | TRUEVA | TRUE VALUE HOME CENTERS | 87262 | R | | | 07/01/15 | 41.07 |
| 040170 | ELECTRIC BALLAST | TRUEVA | TRUE VALUE HOME CENTERS | 87317 | R | | | 07/06/15 | 31.99 |
| 040171 | 15/16 TOWN GRANT | TVCCA | TVCCA | GRANT | R | | | 07/01/15 | 1,000.00 |
| 040172 | 15/16 TOWN GRANT | UNISER | UNITED SERVICES, INC. | GRANT | R | | | 07/01/15 | 1,000.00 |
| 040173 | GENERAL SUPPLIES | VANCCA | CARMEN VANCE | SUPPLIES | R | | | 07/01/15 | 10.65 |
| 040174 | 15/16 TOWN GRANT | VISNCH | VNA EAST, INC. | GRANT | R | | | 07/01/15 | 1,000.00 |
| 040175 | COMPACTORS RENTAL | WILLWP | WILLIMANTIC WASTE PAPER CO,INC | 1662900 | R | | | 07/01/15 | 630.00 |
| 040176 | 15/16 TOWN GRANT | WRCC | WINDHAM REGIONAL COMM. COUNCIL | GRANT | R | | | 07/01/15 | 500.00 |
| 040177 | 15/16 TOWN GRANT PYMT 1 OF 2 | DIAL | WINDHAM REGION TRANSIT DIST. | GRANT | R | | | 07/01/15 | 3,639.00 |

Special Totals: Single Check Count = 2 Single Chk Totals = 3,418.00

Register Totals: Number of Vouchers = 33 Total of Vouchers = 151,496.78

15/16

# TOWN OF COLUMBIA
## REQUEST FOR PAYMENT - OPERATING EXPENDITURE
*(Green)*

PAYMENT TO: Saxton B. Little Free Library
(Payee for Check)

VENDOR NUMBER _ _ _ _ _ _
CK # _____ Dated _____
$_____ of Total Ck of $_____

PURCHASED WITH PO #: _____

__ Attached Invoice(s): *(please also date and initial invoice to indicate approval)*

Invoice# GRANT Dated 7/1/15 $ 93,790.50
Invoice# _____ Dated _____ $_____
Invoice# _____ Dated _____ $_____
Invoice# _____ Dated _____ $_____
Invoice# _____ Dated _____ $_____
Invoice# _____ Dated _____ $_____

Total of Invoices: . . . . . $_____

__ Mileage as follows:
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____

_____ Total miles at .575 per mile = . . . . . $_____

__ Postage (attach receipt) . . . . . $_____

__ Other (describe and attach receipt) _____

_____ $_____

| FUND | DEPT / AGENCY | ACTIVITY | AMOUNT | DESCRIPTION |
|---|---|---|---|---|
| 10 | - 4 620 | - 420 | $ 93,790.50 | 15/16 Town Grant * |
| 10 | - 4 | - | $ | Pymt 1 of 4 |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |

I have indicated the budget account(s) that should be charged.

DATE:_____

_____
Authorized Signature

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* Direct Deposit to Saxton B. Little

# FY 15-16 GRANTS AND SUBSIDIES

| Dept # | Agency | FY 10-11 Budget | FY 11-12 Budget | FY 12-13 Budget | FY 13-14 Budget | FY 14-15 Budget | FY 15-16 Budget | $ Change b/t FY 15-16 & FY 14-15 | % Change b/t FY 15-16 & FY 14-15 |
|---|---|---|---|---|---|---|---|---|---|
| 112 | CSO - Liability Insurance | 2,700 | 2,700 | 0 | 0 | 0 | | 0 | 0.0% |
| | VNA East, Inc. | 1,200 | 1,200 | 1,200 | 1,000 | 1,000 | 1,000 | 0 | 0.0% |
| | The Nature Conservancy (S.R.W.) | 1,000 | 1,000 | 500 | 500 | 500 | 500 | 0 | 0.0% |
| | United Services | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 0 | 0.0% |
| | Sexual Assault Crisis Center | 0 | 300 | 300 | 300 | 300 | 300 | 0 | 0.0% |
| | Windham Regional Community Council. | 0 | 0 | 500 | 500 | 500 | 500 | 0 | 0.0% |
| 240 | NECASA Assessment | 850 | 746 | 746 | 823 | 823 | 1,372 | 549 | 66.7% |
| 250 | Wind. Reg. Transit District | 12,055 | 11,587 | 10,174 | 10,174 | 6,931 | 7,278 | 347 | 5.0% |
| | McSweeny Regional Sr. Center | 2,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% |
| | TVCCA Assessment | 1,842 | 1,454 | 1,406 | 674 | 940 | 1,000 | 60 | 6.4% |
| 270 | AHM Youth Services | 14,266 | 17,082 | 36,944 | 37,313 | 39,209 | 40,386 | 1,177 | 3.0% |
| 320 | Columbia Volunteer Fire Dept. | 181,800 | 183,750 | 183,750 | 184,481 | 189,250 | 189,250 | 0 | 0.0% |
| 520 | Eastern CT Conservation District | 356 | 356 | 356 | 356 | 356 | 356 | 0 | 0.0% |
| 610 | Columbia Lions Club | 3,000 | 3,000 | 5,000 | 3,000 | 3,500 | 3,500 | 0 | 0.0% |
| 620 | Saxton B. Little Free Library | 300,460 | 305,229 | 319,023 | 329,553 | 339,964 | 375,162 | 35,198 | 10.4% |
| 630 | Connecticut Federation of Lakes | 150 | 150 | 150 | 150 | 150 | 150 | 0 | 0.0% |
| | **TOTALS** | **522,679** | **529,554** | **561,049** | **569,824** | **584,423** | **621,754** | **37,331** | **6.4%** |

Webster Web-Link®

Enter ACH

You have entered the ACH batch.

| | |
|---|---|
| Date: | 07/07/2015 |
| Company: | TOWN OF COLUMBIA |
| On behalf of: | TOWN OF COLUMBIA |
| Name: | S.B.L. Free Library |
| Type: | CCD |
| Credits: | 1 |
| Total Credits: | $93,790.50 |
| Debits: | 1 |
| Total Debits: | $93,790.50 |
| Effective Date: | 07/08/2015 |

Click Print to print this advice, or Ok to continue.

Webster Web-Link®

View Pending ACH

| | |
|---|---|
| Name | S.B.L. Free Library |
| Type | CCD |
| Company | |
| On Behalf Of | TOWN OF COLUMBIA |
| Entry Description | SBL Grant |
| Discretionary Data | Pymt 1 of 4 |
| Effective | 07/08/2015 |
| Created By | 342BEV |
| Created Date | 07/07/2015 11:52:11 |
| Last Modified By | 342BEV |
| Last Modified Date | 07/07/2015 11:52:11 |
| Approved By | 342BEV |
| Approved Date | 07/07/2015 11:52:11 |
| Released By | 342BEV |
| Released Date | 07/07/2015 11:52:11 |

| Credits: | |
|---|---|
| Number of Credits | 1 |
| Total | $93,790.50 |
| GL | $0.00 |
| Loan | $0.00 |
| DDA | $93,790.50 |
| Savings | $0.00 |
| Other | $0.00 |
| Prenote | $0.00 |
| Hold | $0.00 |

| Debits: | |
|---|---|
| Number of Debits | 1 |
| Total | $93,790.50 |
| GL | $0.00 |
| DDA | $93,790.50 |
| Savings | $0.00 |
| Other | $0.00 |
| Prenote | $0.00 |
| Difference | $0.00 |

| Company Name | ID Number | ABA Number | Account Number | Transaction Type | Amount | Pre-note |
|---|---|---|---|---|---|---|
| S.B.L. Free Library | Saxton B Little | 222370440 | 670000202 | DDA Credit | $93,790.50 | |
| Town of Columbia | Saxton B Little | 211170101 | 0009745485 | DDA Debit | $93,790.50 | |

**TOWN OF COLUMBIA**
REQUEST FOR PAYMENT - OPERATING EXPENDITURE
*(Green)*

PAYMENT TO: Credit Card
(Payee for Check) (App River)

PURCHASED WITH PO #: KBONIA

VENDOR NUMBER _____
CK # _____ Dated _____
$_____ of Total Ck of $_____

__ Attached Invoice(s): *(please also date and initial invoice to indicate approval)*

Invoice# 667499 Dated 6/30/15 $ 480.00
Invoice# _____ Dated _____ $_____
Invoice# _____ Dated _____ $_____
Invoice# _____ Dated _____ $_____
Invoice# _____ Dated _____ $_____
Invoice# _____ Dated _____ $_____

Total of Invoices: . . . . . $_____

__ Mileage as follows:
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____

_____ Total miles at .575 per mile = . . . . . $_____

__ Postage (attach receipt) . . . . . $_____

__ Other (describe and attach receipt) _____

_____ $_____

| FUND | DEPT / AGENCY | ACTIVITY | AMOUNT | DESCRIPTION |
|---|---|---|---|---|
| 10 | - 4 113 | - 600 | $ 480.00 | Annual Renewal App River |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |

I have indicated the budget account(s) that should be charged.

DATE:_____

_____
Authorized Signature

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# PAID INVOICE

**AppRiver, LLC**
1101 Gulf Breeze Parkway
Suite 200
Gulf Breeze, FL 32561
Phone: 850-932-5338
Email: billing@appriver.com

| | |
|---|---|
| Invoice # | 667479 |
| Invoice Date | 06/30/2015 |
| Due Date | 07/16/2015 |
| P.O. # | KBONA |
| Bill To | Town of Columbia, CT<br>Attn: Accounts Payable<br>323 Route 87<br>Columbia, CT 06237 |
| Terms | Net 15 |

| Quantity | Item | Description | Price Each | Amount |
|---|---|---|---|---|
| 1 | Service:SecureTide | SecureTide E-mail Spam Filtering/Virus Protection Service Provided For: columbiact.org - (1 Year Subscription Effective: 07/01/2015 to 06/30/2016) | $480.00 | $480.00 |
| | | | | |
| | 10% Discount | 10% Discount - 1 Year Subscription Discount Applied | | -$48.00 |
| | | | | |
| | Government Discount | 10% Discount - 10% Government Discount Applied | | -$48.00 |
| | | | | |
| 1 | Service:Primary Domain | SecureTide Domain Fee - (1 Primary Domain at $ 10.00 Each Per Month = $ 10.00 x 12 = $ 120.00 Per Year) | $120.00 | $120.00 |
| | | | | |
| | 10% Discount | 10% Discount - 1 Year Subscription Discount Applied | | -$12.00 |
| | | | | |
| | Government Discount | 10% Discount - 10% Government Discount Applied | | -$12.00 |

| | |
|---|---|
| INVOICE TOTAL | $480.00 |
| Payments Received | $480.00 |
| Invoice Balance Due | Paid In Full |

**TOWN OF COLUMBIA**
REQUEST FOR PAYMENT - OPERATING EXPENDITURE
*(Green)*

PAYMENT TO: App River
(Payee for Check)
Credit card

VENDOR NUMBER _ _ _ _ _ _
CK # _____ Dated _____
$_____ of Total Ck of $_____

PURCHASED WITH PO #: _____

__ Attached Invoice(s): *(please also date and initial invoice to indicate approval)*

Invoice# Credit card Dated 7/2/15 $ 1646.46
Invoice# 211778 Dated _____ $_____
Invoice# _____ Dated _____ $_____
Invoice# _____ Dated _____ $_____
Invoice# _____ Dated _____ $_____
Invoice# _____ Dated _____ $_____

Total of Invoices: . . . . . $_____

__ Mileage as follows:
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____

_____ Total miles at .575 per mile = . . . . . $_____

__ Postage (attach receipt) . . . . . $_____

__ Other (describe and attach receipt) _____

_____ $_____

| FUND | DEPT / AGENCY | ACTIVITY | AMOUNT | DESCRIPTION |
|---|---|---|---|---|
| 10 | - 4 113 | - 600 | $ 1646.46 | Annual App River |
| 10 | - 4 | - | $ | Security Svcs |
| 10 | - 4 | - | $ | 7/2/15 - 6/30/15 |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |

I have indicated the budget account(s) that should be charged.

DATE:_____

_____
Authorized Signature

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1101 Gulf Breeze Parkway, Suite 200
Gulf Breeze, FL 32561

Phone: (850) 932-5338 Fax: (850) 932-5339
E-Mail: billing@appriver.com
Web: http://www.appriver.com
CP: https://cp.appriver365.com
FEIN: 36-4493897

Date: 02-Jul-2015
Due Date: 06-Jul-2015
Document Number: 069858

Bill To

Town of Columbia, CT
323 Route 87

Columbia, CT 06237
Phone: 860 2280110
Fax:
Account ID: 1001271
Monthly Invoice

| No. | Service Description | Subscription name | Qty | UOM | Unit Price | Discount | Ext Price |
|---|---|---|---|---|---|---|---|
| 1 | Exchange Online Kiosk plus Recurring | Exchange Online (Plan 1) plus (columbiact.org) | 1 | unit | 3.95 | 4.74 | 42.66 |
| 2 | Exchange Online (Plan 1) plus Recurring | Exchange Online (Plan 1) plus (columbiact.org) | 30 | unit | 4.95 | 178.20 | 1,603.80 |

Document Total: USD 1,646.46

AppRiver Account Management
AppRiver's new Customer Portal eliminates the complex processes many businesses face as they manage their messaging environments. Experience simple on-demand delivery and management of AppRiver's cloud-based security services by logging into the Control Panel at https://cp.appriver365.com. From our Customer Portal you can view or edit your account and domain settings, view billing history or add/change other features of your account.

Customer Service
AppRiver's Phenomenal Care(TM) is free, US-based customer service provided by company employees 24 hours a day, every day. Contact us via telephone at (850) 932-5338 or by emailing support@appriver.com.

Please do not send any credit card information to us via email.

Thank You for your Business!

AppRiver, LLC

TOWN OF COLUMBIA
REQUEST FOR PAYMENT - OPERATING EXPENDITURE
*(Green)*

PAYMENT TO: Amazon.com
(Payee for Check)

Credit card purchase

PURCHASED WITH PO #: _____

VENDOR NUMBER _ _ _ _ _
CK # _____ Dated _____
$_____ of Total Ck of $_____

__ Attached Invoice(s): *(please also date and initial invoice to indicate approval)*

Invoice# 114-3027854-6605816 Dated 6/30/15 $ 26.15
Invoice# 114-2382273-7833023 Dated 6/30/15 $ 84.22
Invoice# 114-2766651-7131422 Dated 6/30/15 $ 74.89
Invoice# 114-3231727-8232255 Dated 6/30/15 $ 37.73
Invoice# _____ Dated _____ $_____
Invoice# _____ Dated _____ $_____

Total of Invoices: . . . . . $ 222.99

__ Mileage as follows:
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____

_____ Total miles at .575 per mile = . . . . . $_____

__ Postage (attach receipt) . . . . . $_____

__ Other (describe and attach receipt) _____

_____ $_____

| FUND | DEPT / AGENCY | ACTIVITY | AMOUNT | DESCRIPTION |
|---|---|---|---|---|
| 10 | - 4 112 | - 300 | $ 222.99 | Supplies |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |

I have indicated the budget account(s) that should be charged.

DATE:_____

_____
Authorized Signature

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Search all orders | Search Orders

Orders | Open Orders | Digital Orders | Cancelled Orders

24 orders placed in past 6 months

| ORDER PLACED | TOTAL | SHIP TO | |
|---|---|---|---|
| June 30, 2015 | $37.73 | Kim Bona | ORDER # 114-3231727-8232255<br>View order details |

**Not yet shipped**

Shipping estimate: **Wednesday, July 1, 2015 - Thursday, July 2, 2015**

Betty Crocker Supermoist Cake Mix, Chocolate Fudge, 15.25-Ounce (Pack of 6)
Sold by: PersonalizedPrints
$29.99

Buy it Again

Track package
Contact Seller
Cancel items
View or edit order
Archive order

| ORDER PLACED | TOTAL | SHIP TO | |
|---|---|---|---|
| June 30, 2015 | $26.15 | Kim Bona | ORDER # 114-3027854-6605816<br>View order details |

**Not yet shipped**

Shipping estimate: **Wednesday, July 1, 2015 - Thursday, July 2, 2015**

Betty Crocker Supermoist Cake Mix, Yellow, 15.25-Ounce (Pack of 6)
Sold by: Nutri Snacks
$26.15

Buy it Again

Track package
Contact Seller
Cancel items
View or edit order
Archive order

| ORDER PLACED | TOTAL | SHIP TO | |
|---|---|---|---|
| June 30, 2015 | $74.89 | Kim Bona | ORDER # 114-2766651-7131422<br>View order details |

**Arriving Wed, Jul 1 - Fri, Jul 3 by 8pm**

Not yet shipped

Track package
Cancel items
View or edit order
Archive order

Lysol Disinfecting Wipes Value Pack, Lemon and Lime Blossom, 240 Count
Sold by: Amazon.com LLC
$9.97

7 of Betty Crocker Rich & Creamy Frosting, Chocolate, 16 Oz
Sold by: Amazon.com LLC
$1.78

5 of Betty Crocker Rich & Creamy Frosting, Vanilla, 16 Oz
Sold by: Amazon.com LLC
$2.05

2 of Dixie Ultra Plates, Family Pack, 88 Count, 6 7/8
Sold by: Amazon.com LLC
$5.09

See all 7 products

| ORDER PLACED | TOTAL | SHIP TO | |
|---|---|---|---|
| June 30, 2015 | $84.22 | Kim Bona | ORDER # 114-2382273-7833023<br>View order details |

**Not yet shipped**

Guaranteed delivery by: **Friday, July 3, 2015 by 8pm**

Pyrex Prepware 2-1/2-Quart Rimmed Mixing Bowl, Clear
Sold by: Special Supply
$11.75

Buy it Again

PURELL 9652 Advanced Instant Hand Sanitizer, 8 Ounce Pump Bottle (Pack of 12)
Sold by: Amazon.com LLC
$39.46

Buy it Again

Guaranteed delivery by: **Thursday, July 2, 2015 by 8pm**

Farberware Nonstick Bakeware 9-Inch-by-13-Inch Cake Pan with Lid
Sold by: Amazon.com LLC
$9.99

Buy it Again

Delivery estimate: **Monday, July 6, 2015 by 8pm**

Duncan Hines Signature Deliciously Moist Lemon Supreme Cake Mix 16.5 Oz. (2 Pack)
Sold by: Vallies
$11.04

Buy it Again

Guaranteed delivery by: **Friday, July 3, 2015 by 8pm**

Duncan Hines Moist Deluxe Cake Mix, Red Velvet 16.5 Oz (Pack of 2)
Sold by: Selected Items
$11.98

Buy it Again

**Beverly Ciurylo**

**From:** auto-confirm@amazon.com
**Sent:** Tuesday, June 30, 2015 6:18 PM
**To:** Beverly Ciurylo
**Subject:** Your Amazon.com order

amazon

Order Confirmation

Hello Beverly Ciurylo,

Thank you for shopping with us. You ordered "PURELL 9652 Advanced..." and 28 other items. We'll send a confirmation when your items ship.

Your purchase has been divided into **4** orders.

## Order 1 of 4

Order #114-3027854-6605816

Estimated delivery date:
**Tuesday, July 7, 2015 - Friday, July 10, 2015**

View or manage order

Ship to:
**Kim Bona**
**323 ROUTE 87...**

Total Before Tax: $26.15
Estimated Tax: $0.00
**Order Total: $26.15**

## Order 2 of 4

Order #114-2382273-7833023

**Shipment 1 of 3**

Guaranteed delivery date:
**Friday, July 3, 2015**

View or manage order

Ship to:
**Kim Bona**
**323 ROUTE 87...**

**Shipment 2 of 3**

Estimated delivery date:

Ship to:

Monday, July 6, 2015

Kim Bona
323 ROUTE 87...

View or manage order

**Shipment 3 of 3**

Guaranteed delivery date:
**Thursday, July 2, 2015**

Ship to:
**Kim Bona**
**323 ROUTE 87...**

View or manage order

Total Before Tax: $84.22
Estimated Tax: $0.00
**Order Total: $84.22**

## Order 3 of 4

Order #114-2766651-7131422

Estimated delivery date:
**Wednesday, July 1, 2015 - Friday, July 3, 2015**

Ship to:
**Kim Bona**
**323 ROUTE 87...**

View or manage order

Total Before Tax: $74.89
Estimated Tax: $0.00
**Order Total: $74.89**

## Order 4 of 4

Order #114-3231727-8232255

Estimated delivery date:
**Tuesday, July 7, 2015 - Friday, July 10, 2015**

Ship to:
**Kim Bona**
**323 ROUTE 87...**

View or manage order

Total Before Tax: $37.73
Estimated Tax: $0.00
**Order Total: $37.73**

We hope to see you again soon.
**Amazon.com**

## Customers Who Bought PURELL 9652 Advan... Also Bought

TOWN OF COLUMBIA

REQUEST FOR PAYMENT - OPERATING EXPENDITURE

*(Green)*

PAYMENT TO: Averity - Credit card purchase
(Payee for Check)

VENDOR NUMBER _____

CK # _____ Dated _____

$_____ of Total Ck of $_____

PURCHASED WITH PO #: _____

__ Attached Invoice(s): *(please also date and initial invoice to indicate approval)*

| | | |
|---|---|---|
| Invoice# _____ | Dated 6/25/15 | $ 160.00 |
| Invoice# _____ | Dated _____ | $_____ |
| Invoice# _____ | Dated _____ | $_____ |
| Invoice# _____ | Dated _____ | $_____ |
| Invoice# _____ | Dated _____ | $_____ |
| Invoice# _____ | Dated _____ | $_____ |

Total of Invoices: . . . . . $_____

__ Mileage as follows:

____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____

_____ Total miles at .575 per mile = . . . . . $_____

__ Postage (attach receipt) . . . . . $_____

__ Other (describe and attach receipt) _____

_____ $_____

| FUND | DEPT / AGENCY | ACTIVITY | AMOUNT | DESCRIPTION |
|---|---|---|---|---|
| 10 | - 4 1 1 2 | - 5 0 0 | $ 160.00 | Background checks |
| 10 | - 4 | - | $ | on lifeguards and |
| 10 | - 4 | - | $ | marine patrol |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |

I have indicated the budget account(s) that should be charged.

DATE: 6/30/15

Authorized Signature

vouchers05.xls (Rev 01/01/2015)

- Home
- Log Off - TOCRecBac1
- To Do
- Web Inquiries
- Pipeline
- Background Checks (113)
  - New Order...
  - Pending (0)
  - Complete (113)
  - Due for rescreen (0)
  - Rescreened (0)
  - Archive (0)
  - Training (0)
- Settings
- Message
- Reports
- Imports

**SUGGESTION BOX**

**ACTIONS**

**Select an item in the grid for menu items to be shown here.**

AVERITY

0 Messages

## Background Checks: Complete

Last Name: --Enter a last name to filter by--

Reference: --Enter a reference to filter by--

Department: All

Filter

| | Report | Training | Status | First |
|---|---|---|---|---|
| ☑ | C | | COMPLETE | Alison |
| ☑ | C | | COMPLETE | LUCY |
| ☑ | C | | COMPLETE | JACOB |
| ☑ | C | | COMPLETE | ROBERT |
| ☑ | C | | COMPLETE | THOMAS |
| ☑ | C | | COMPLETE | GEORGE |
| ☑ | C | | COMPLETE | STEPHEN |
| ☑ | C | | COMPLETE | NICHOLAS |
| ☑ | C | | COMPLETE | SHARON |
| ☑ | C | | VIEWED | GIANNA |
| ☑ | C | | VIEWED | BRADLEY |
| ☑ | C | | VIEWED | LUKE |
| ☑ | C | | VIEWED | JEFFREY |
| ☑ | C | | VIEWED | ALEXANDRA |
| ☑ | C | | VIEWED | CATULLO |
| ☑ | C | | VIEWED | MICHAEL |
| ☑ | C | | VIEWED | NICOLE |
| ☑ | C | | VIEWED | MILDRED |
| ☑ | C | | VIEWED | SHANE |
| ☑ | C | | VIEWED | REBECCA |
| ☐ | C | | VIEWED | julie |

20 BG V's
x $8
$160
to card

(15/16)

**TOWN OF COLUMBIA**
REQUEST FOR PAYMENT - OPERATING EXPENDITURE
*(Green)*

PAYMENT TO: Credit Card BJ's
(Payee for Check)

VENDOR NUMBER _____

CK # _____ Dated _____

$_____ of Total Ck of $_____

PURCHASED WITH PO #: _____

✓ Attached Invoice(s): *(please also date and initial invoice to indicate approval)*

Invoice# n/a Dated 7-2-15 $ 86.04
Invoice# _____ Dated _____ $_____
Invoice# _____ Dated _____ $_____
Invoice# _____ Dated _____ $_____
Invoice# _____ Dated _____ $_____
Invoice# _____ Dated _____ $_____

Total of Invoices: . . . . . $ 86.04

__ Mileage as follows:
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____

_____ Total miles at . per mile = . . . . . $_____

__ Postage (attach receipt) . . . . . $_____

__ Other (describe and attach receipt) _____

_____ $_____

| FUND | DEPT / AGENCY | ACTIVITY | AMOUNT | DESCRIPTION |
|---|---|---|---|---|
| 10 | - 4 6 1 0 | - 300 | $ 86.04 | Public Celebrations - |
| 10 | - 4 | - | $ | 4th of July candy |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |

I have indicated the budget account(s) that should be charged.

DATE: _____

_____
Authorized Signature

vouchers05.xls (Rev 04/08/10)

1589 WEST MAIN STREET
WILLIMANTIC, CT
(860) 423-2796
Gen.Mgr. John O'Coin III

Club:316 Reg:52 Trans:2679
Cashier:602 07/02/15 12:04pm

**********
*** MEMBERSHIP ID. 31650158235 ***
*** MEMBERSHIP EXPIRES ON 01/16 ***
**********
NORTH COVENTRY FIRE DEPAR
PO BOX 337
COVENTRY, CT 06238-033

| | | |
|---|---|---|
| 7172002852 | CHILDS PLAY | 54.54 T |
| 6 @ 9.09 | | |
| 5964216340 | DUBBLE BUBBL | 30.36 T |
| 4 @ 7.59 | | |
| 970000020127 | Clipless Cpn | 4.00-T |
| 4 @ 1.00 | | |
| **** SUBTOTAL | | 80.90 |
| 6.35% TAX | | 5.14 |
| **** TOTAL | | 86.04 |

**********2670
AUTH 08132G

| | |
|---|---|
| Visa | 86.04 |
| CHANGE | 0.00 |

TOTAL NUMBER OF ITEMS SOLD = 10

By being a BJ's MEMBER
I JUST SAVED: $16.74
Coupons $4.00

**********
My Yearly Savings @ 07/01/15 $36.15
**********
**********

TAX EXEMPT CERTIFICATE

# TOWN OF COLUMBIA

REQUEST FOR PAYMENT - OPERATING EXPENDITURE

*(Green)*

PAYMENT TO: Credit card
(Payee for Check)

VENDOR NUMBER _____

CK # _____ Dated _____

$_____ of Total Ck of $_____

PURCHASED WITH PO #: _____

✓ Attached Invoice(s): *(please also date and initial invoice to indicate approval)*

| | | |
|---|---|---|
| Invoice# n/a | Dated 6.30.15 | $ 196- |
| Invoice# | Dated | $ |
| Invoice# | Dated | $ |
| Invoice# | Dated | $ |
| Invoice# | Dated | $ |
| Invoice# | Dated | $ |

Total of Invoices: . . . . . $ 196 -

__ Mileage as follows:

____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____
____ miles on _____ for _____

_____ Total miles at . per mile = . . . . . $_____

__ Postage (attach receipt) . . . . . $_____

__ Other (describe and attach receipt) _____

_____ $_____

| FUND | DEPT / AGENCY | ACTIVITY | AMOUNT | DESCRIPTION |
|---|---|---|---|---|
| 10 | - 4 1 1 2 | - 110 | $ 196 - | Admin - Postage - |
| 10 | - 4 | - | $ | 15 coils of forever stamps |
| 10 | - 4 | - | $ | (100 in each coil). |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |
| 10 | - 4 | - | $ | |

I have indicated the budget account(s) that should be charged.

DATE: 7/1/15

Authorized Signature

vouchers05.xls (Rev 04/08/10)

COLUMBIA
172 ROUTE 66
COLUMBIA
CT
062379998
06/30/2015 (800)275-8777 4:15 PM

| Product Description | Sale Qty | Final Price |
|---|---|---|
| (Forever) Star-Spangled Banner PSA Coil/100 (Unit Price:$49.00) | 1 | $49.00 |
| (Forever) Star-Spangled Banner PSA Bklt/20 (Unit Price:$9.80) | 15 | $147.00 |

Total $196.00

Credit Card Remitd $196.00
(Card Name:VISA)
(Account #:XXXXXXXXXXXX2670)
(Approval #:05240G)
(Transaction #:525)

Order stamps at usps.com/shop or call 1-800-Stamp24. Go to usps.com/clicknship to print shipping labels with postage. For other information call 1-800-ASK-USPS.

***Credit Card Payment***

14/15

# TOWN OF COLUMBIA

REQUEST FOR PAYMENT - OPERATING EXPENDITURE

*(Green)*

PAYMENT TO: **CREDIT CARD** SwimOutlet.com

VENDOR NUMBER _ _ _ _ _

CK # _____ Dated _____

$_____ of Total Ck of $_____

PURCHASED WITH PO #: _____

__ Attached Invoice(s): *(please also date and initial invoice to indicate approval)*

| | | | | | |
|---|---|---|---|---|---|
| Invoice # | 9598947 | Dated | 6/24/2015 | $ | 135.53 |
| Invoice # | | Dated | | $ | - |
| Invoice # | | Dated | | $ | - |
| Invoice # | | Dated | | $ | - |
| Invoice # | | Dated | | $ | - |
| Invoice # | | Dated | | $ | - |

Total of Invoices: . . . . . $ 135.53

__ Mileage as follows:

_____ miles on _____ for _____

_____ miles on _____ for _____

_____ miles on _____ for _____

_____ miles on _____ for _____

_____ miles on _____ for _____

0 Total miles at .555 per mile = . . . . . $ -

__ Postage (attach receipt) . . . . . $ -

__ Other (describe and attach receipt) _____

_____ $ -

| FUND | DEPT / AGENCY | ACTIVITY | AMOUNT | DESCRIPTION |
|---|---|---|---|---|
| 10 | 4640 | 300 | $ $135.53 | Swim Lesson Toys, Lifeguard Supplies |
| | | | $ | |
| | | | $ | |
| | | | $ | |
| | | | $ | |
| | | | $ | |

have indicated the budget account(s) that should be charged.

Date: 6/24/15

Authorized Signature

**Jill Swenson**

**From:** SwimOutlet.com [shop@swimoutlet.com]
**Sent:** Wednesday, June 24, 2015 1:51 PM
**To:** Recreation
**Subject:** SwimOutlet.com Order Confirmation

**1-800-691-4065 • 24/7 CUSTOMER SERVICE**

MEN'S | WOMEN'S | KIDS | GEAR | CLOTHING | NEW ARRIVALS | SALE

# Your Order Confirmation

Thanks for shopping with us, Beverly Ciurylo!
Your order number is **9598947**, placed 6/24/15 at 10:51AM.

**Bill to:**
Town of Columbia Finance
Beverly Ciurylo
323 Route 87
COLUMBIA, CT 06237
United States
860-228-8513
recreation@columbiact.org

**Ship to:**
Town of Columbia
Jill Swenson
323 Route 87
Columbia, CT 06237
United States
860-228-8513

**Payment Info:**
**Credit Card:** Visa
Beverly Ciurylo
Ending in 2670
Exp: 02/2018

**Shipping Method:** Standard (2-6 Business Days) FREE

**Customer ID#1584732**

## ORDER SUMMARY

| | PRICE | QTY | TOTAL |
|---|---|---|---|
| **Shipment 1 of 2** | | | |
| **Poolmaster Soft Funny Dive Animals (Set of 4)** | $10.95 | 3 | $32.85 |
| **Intex Underwater Fun Rings - Assorted**<br>**SKU:** 55501-Assorted \| **COLOR:** Assorted \| | $4.95 | 1 | $4.95 |
| **Sporti Guard Hip Pack - Red** | $5.45 | 3 | $16.35 |

SKU: SGB002-Red | COLOR: Red |

| | | | |
|---|---|---|---|
| Sport Anti-fog Plus Goggles - Clear Lens Black Frame - One Size<br>SKU: SG70-ClearLensBlackFrame-OneSi \| COLOR: Clear Lens Black Frame \| SIZE: One Size | $4.55 | 5 | $22.75 |
| Fox40 Whistle - Red<br>SKU: 9902-0100.Red \| COLOR: Red \| SIZE: One Size | $4.95 | 5 | $24.75 |
| Rocky Mountain Sunscreen SPF 50 Broad Spectrum Sunscreen 6oz<br>SIZE: One Size | $9.95 | 2 | $19.90 |

Shipping Speed: Standard (2-6 Business Days) FREE

Shipment 2 of 2

| | | | |
|---|---|---|---|
| Poolmaster 3 in 1 Under Water Game Set<br>SIZE: One Size | $17.63 | 1 | $17.63 |

Shipping Speed: Standard Shipping (2-6 Business Days)

A follow-up email will be sent to you with tracking information once your order has shipped. You may check your order status at any time by visiting My Account.

| | |
|---|---|
| SUBTOTAL: | $139.18 |
| TAX: | $0.00 |
| Instant Credit: | $3.65 |
| Shipping: | FREE |

GRAND TOTAL: **$135.53**

# INVOICE

**PAYCHEX OF NEW YORK LLC**
**714 BROOK STREET**
**SUITE 120**
**ROCKY HILL, CT 06067**

**COLUMBIA BOARD OF EDUCATION - T713**
**3 SCHOOL HOUSE ROAD**
**COLUMBIA, CT 06237**

| | |
|---|---|
| **INVOICE DATE** | **06/23/2015** |
| **INVOICE NUMBER** | **643012** |
| **INVOICE AMOUNT** | **$ 365.59** |
| **CHECK DATE** | **06/25/2015** |
| **A/R NUMBER** | **1** |

**TERMS : PLEASE DO NOT PAY THIS BILL. THE TOTAL AMOUNT DUE WILL BE DEDUCTED FROM YOUR ACCOUNT NUMBER: XXXXXXXXX5485 ON YOUR CHECK DATE.**

| PRODUCT | SERVICE | (QUANTITY | x PER ITEM) CHARGE | + FLAT FEE | = SUB TOTAL | - PRODUCT DISCOUNT | = TOTAL | TAX-ABLE |
|---|---|---|---|---|---|---|---|---|
| *BNDBI | PAYROLL PROCESSING BUNDLE BI | 50 | 3.38 | 150.00 | | | | |
| | | 25 | 2.86 | 0.00 | | | | |
| | | 47 | 2.56 | 0.00 | | | | |
| | | | | | 510.82 | (168.57) | 342.25 | N |
| *MNEWH | NEW HIRE REPORTING | 1 | 3.50 | 0.00 | 3.50 | (1.16) | 2.34 | N |
| *DELQC | DELIVERY-QE COURIER | | | 10.50 | 10.50 | | 10.50 | N |
| *GPS | GARNISHMENT PAYMENT SERVICE | | | | | | 0.00 | N |
| *DELCR | DELIVERY - COURIER | | | 10.50 | 10.50 | | 10.50 | N |
| TOTALS | | | | | 535.32 | (169.73) | 365.59 | |

TOTAL INVOICE 365.59