

REGULAR MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, April 17, 2018 – 7 pm
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT

Members Present: First Selectman, Steven M. Everett; Deputy Selectman, Robert Hellstrom; William O'Brien, Selectman; Lisa Napolitano, Selectman.

Absent: Robert Bogue, Selectman

Also Present: Town Administrator, Mark Walter

CALL TO ORDER: S. Everett called the meeting to order at 7:00 P.M.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
2. **APPROVAL OF AGENDA:** S. Everett MOVED to approve the Agenda for April 17, 2018. MOTION CARRIED 4.0
3. **APPROVAL OF MINUTES:**
 - 3.1 **Approval of BOS Regular Meeting Minutes for 4/3/18.** W. O'Brien MOVED to approve the BOS Regular Meeting Minutes for 4/3/18. MOTION CARRIED 4.0.
4. **AUDIENCE OF CITIZENS:** David Vanderbilt, 213 Rte. 87, West, Columbia, CT. David Vanderbilt asked if the town made their decision on the Invasive Species Abatement project. David Vanderbilt stated he is a member of LMAC and had some concerns about chemically treating the lake to eradicate the Phragmites and that he does not want the lake to be drawn-down too early. He asked if an option could be considered to cut the Phragmites after the lake's drawn-down in September. M. Walter stated that when LMAC meets next, he will ask them to gather all the information and questions for a public meeting. S. Everett thanked Mr. Vanderbilt for his questions and coming to the BOS meeting to share his concerns.

Ann Dunnack, 103 Lake Rd. Columbia, CT. Ann Dunnack asked about an update on the handicap wheel chair that is designed to go on the beach and in the water. Ann stated that one of the issues is if we own one, where we would keep it? S. Everett stated that he would need to get some more information on this.
5. **OLD BUSINESS:** None
6. **NEW BUSINESS:**
 - 6.1 **2018 Boat Mooring Lottery.** Two names were drawn in the following order for the 2018 Boat Mooring Lottery:
Ann Dunnack #1
Jeanne Esterquest #2

6.2 Renewal of Columbia’s 3-year agreement with CIRMA for WC/LAP. M. Walter stated that there was a 0% increase on both the LAP and WC Rates. He added that because we hold regular safety meetings to actively reduce our exposure and that we do not have our own police department, these factors contribute to our low rates. W. O’Brien asked if there were other competitors than CIRMA. M. Walter stated that CIRMA has remained steady and is the most competitive in regard to municipalities as opposed to other competitors who have not stayed consistently within the municipal insurance market. W. O’Brien MOVED that we renew Columbia’s 3-year agreement with CIRMA for WC/LAP. MOTION CARRIED 4.0.

7. COLUMBIA LAKE / DAM / BEACH: None

8. APPOINTMENTS / RESIGNATIONS: None

9. TOWN ADMINISTRATOR REPORT:

9.1 Update on Vendor Selection for Invasive Species Abatement. M. Walter told the BOS that LMAC had requested revisions from two of the firms that responded to the RFP for Invasive Species Control Work to provide responses to their questions on or before Monday, April 30, 2018. LMAC will review the responses and recommend next action steps following their May 2nd LMAC Meeting.

9.2 Q1 Report on Sr. Center Van Participation. M. Walter shared the Sr. Van Participation report with the BOS and asked for their feedback as to what additional information the BOS would like to see included in this report. M. Walter added that the Sr. Van’s purpose is to provide for medical, shopping, and to get Seniors out of isolation. S. Everett asked to include contributions in the next report.

9.3 Acknowledgment for Brian Paul: Preparing Track for the Track Season in the Snow. M. Walter shared a photo of the track that Brian Paul from DPW prepared for the upcoming track season.

10. CORRESPONDENCE:

10.1 Thank You Letter from Nancy Nuhfer to DPW.

11. BUDGET:

11.1 Transfers: W. O’Brien MOVED to table the approval of the Transfers to the next BOS meeting on May 1, 2018. MOTION CARRIED 4.0.

11.2 Refunds: S. Everett MOVED to approve the Refunds of 124.94.

AMOUNT#	FROM	TO
\$110.76	Town of Columbia	Nissan Infiniti LT
\$14.18	Town of Columbia	James E. Thorn

MOTION CARRIED 4.0.

12. APPROVE PAYMENT OF BILLS: S. Everett MOVED to approve the amount of \$93,067.42 for payment of bills. MOTION CARRIED 4:0

13. BOARD MEMBER COMMENTS: None

14. EXECUTIVE SESSION: None
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)

15. ADJOURNMENT: S. Everett MOVED to Adjourn the meeting at 7:45pm.

Respectfully submitted by Jennifer C. LaVoie

**REGULAR MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, April 3, 2018 – 7 pm
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT**

Members Present: First Selectman, Steven M. Everett; Deputy Selectman, Robert Hellstrom; William O'Brien, Selectman; Robert Bogue, Selectman; Lisa Napolitano, Selectman.

Also Present: Town Administrator, Mark Walter, Finance Director, Beverly Ciurylo

CALL TO ORDER: S. Everett called the meeting to order at 7:00 P.M.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
2. **APPROVAL OF AGENDA:** S. Everett MOVED to add to New Business 6.4 – Notice of Award for the Village Hill Bridge Masonry Repairs project to the Agenda. MOTION CARRIED 5:0. S. Everett MOVED to Approve the April 3, 2018 Agenda. MOTION CARRIED 5:0.
3. **APPROVAL OF MINUTES:**
 - 3.1 Approval of BOS Regular Meeting Minutes of March 20, 2018. R. Bogue MOVED to Approve the March 20, 2018 Meeting Minutes. MOTION CARRIED 5:0.
4. **AUDIENCE OF CITIZENS:** Ann Dunnack
5. **OLD BUSINESS:**
 - 5.1 **Discussion of FY 18/19 Budget.** M. Walter updated the BOS on the Municipal Aid grant award (MRSA) that the Town received totaling \$26,763.00. S. Everett updated the BOS on the recent FiPAC meeting on 3/28/18 and informed them that M. Walter gave a PowerPoint presentation regarding the Master Plan for the Recreation Area Improvements (Rec Park). S. Everett added that some of the FiPAC members felt that they would like more input from the public. M. Walter stated that the public meeting for the Master Plan will be held on April 19, 2018. S. Everett explained that ultimately, FiPAC decided to not vote on the BOS operating and capital budget and agreed to defer the vote until next week's Special Meeting on April 4, 2018. S. Everett and G. Murphy discussed the improvements to the old firehouse with regards to taking the old solar panels off the roof and replacing with new solar panels. He added that the company that put the panels on the old firehouse are no longer in business and that the Town is currently working with the new solar company (Greenskies) that Town has contracted for the school and asked them if they could come and take a look at the other facilities and see if they can come up with a scenario for energy efficiency.
 - 5.2 S. Everett added that he and M. Walter recently met with a representative of Eversource regarding a formal easement off the existing driveway at Rec. Park. This easement is for Eversource to be able to access their lines behind Rec Park to perform maintenance. Eversource stated that in the past they have asked the Town for an easement to access their lines and a discussion with the representative ensued about the possibility of Eversource providing assistance with re-building the road/driveway in Rec Park. The representative seemed

receptive to this idea and would further investigate it. S. Everett stated that we are getting updated numbers for revenue collection and is looking very good.

6. NEW BUSINESS:

- 6.1 Request from Connecticut Cycling Advancement Program (CCAP) for the 2018 Breakaway Benefit Ride on May 12, 2018.** S. Everett MOVED to Approve the CCAP Road Race. MOTION CARRIED 5.0.
- 6.2 Request for the Twenty Seventh Annual Steeple Chase Bike Tour Fund Raiser – Saturday August 18, 2018.** S. Everett MOVED to Approve the Twenty-Seventh Annual Steeple Chase Bike Tour. MOTION CARRIED 5.0.
- 6.3 Policy on Economic Development Committee membership.** S. Everett MOVED that the Board of Selectman hereby establishes a policy that, in order to avoid the potential for conflicts of interest, either perceived or actual, residents should not serve concurrently as members for the Planning & Zoning Commission and the Economic Development Commission. MOTION CARRIED 5.0.
- 6.4 Notice of Award for the Village Bridge Masonry Repairs project.** S. Everett stated that the cap on the walls needed replacement and that the project is a 60/40 split with Lebanon, with Lebanon holding 60% of the cost. We had three bids of \$57,000, \$73,990, and \$140,000. We are going to accept the bid of \$57,000 from Mattern Construction Inc. We have done business with Mattern Construction before and have been very happy with their work. S. Everett MOVED to allow the First Selectman to enter into agreement with the Town of Lebanon to fix the Village Hill Bridge with Columbia and acceptance of the \$57,000 bid. MOTION CARRIED 5.0.

7. COLUMBIA LAKE / DAM / BEACH: None.

8. APPOINTMENTS / RESIGNATIONS:

- 8.1 Appointment of Rob Hellstrom to EDC.** S. Everett MOVED to Approve the Appointment of Rob Hellstrom to the EDC for a period of 4 years. MOTION CARRIED 4:0:1 R. Hellstrom abstained.
- 9. TOWN ADMINISTRATOR REPORT:** M. Walter presented a letter that he prepared to support the Windham Regional Transit District regarding the new state budget that has not allocated enough money towards the Special Transportation Fund (STF). The STF is the way in which all of the public transit in CT gets its funding. Because of this, CTDOT has been forced to threaten cuts to transportation, but they are not doing it evenly. Currently the cuts are only focused on the Transportation Districts (Windham, 9 Town, Southeast Area Transit, Middletown, etc.) and no cuts are proposed for the state-run systems (Hartford, New Haven, Stamford, Waterbury, etc.). The letter is to request a universal 2.8% cut for everyone.

M. Walter presented the Columbia Lake Gate Schedule of Operation. S. Everett asked when Fishing season opens. L. Napolitano replied that Fishing season opens the 2nd Saturday of April. S. Everett wants to talk to Bob Powell about opening day and how we can plan for the fisherman. M. Walter said he would follow up with this. A. Dunnack added that she respectfully suggests that we talk to the fishermen as well.

M. Walter talked about the procedures of how we process billing and how we can get the Payment of Bills to the BOS for them to review before the meeting. It was determined that B. Ciurylo will email the bills to R. Hellstrom and L. Napolitano

on Tuesday morning before the BOS meeting, as well as give all the BOS hard copies before the meeting.

M. Walter presented the CCM Legislative update. In particular he pointed out several House Bills (HB). He discussed HB 5143 that is an act lowering the age of eligibility for property tax relief for elderly persons. This would lower the age from 70 to 65 to be available for property tax relief; HB 5312 is an act concerning recommendations by the DMV regarding the vehicle statutes. He added right now our Assessors can call the DMV and get information on registered vehicles in CT. DMV says it's not "their job" so they want to repeal the law that Assessors can't call the DMV to get this information; and HB 5370 is an act concerning change orders in construction contracts. This act would require all pending or approved change order or directives to have a minimum allowable rate of overhead and profit of 15%. This would include the cost of all labor, direct supervision, material and equipment required to perform such extra work. M. Walter also stated on the positive side that there is legislation to help with crumbling foundations by attaching a \$20.00 surcharge to insurance companies.

10. CORRESPONDENCE:

10.1 Monthly CT State Trooper Police Report. M. Walter also added two articles from Willimantic Chronicle regarding the Columbia grand list showing an increase and the Director of CCM asked Windham to stay with CCM.

11. BUDGET:

11.1 Transfers: R. Bogue MOVED to Approve the following Transfers:

AMOUNT/TRANSFER#	FROM A/C# DESCRIPTION	TO A/C#, DESCRIPTION
\$72.00 / 10-4112-040	Group Insurance	10-4112-460 / Commercial Insurance
\$340.00 / 10-4133-300	Supplies	10-4133-110 / Postage

MOTION CARRIED 5:0

11.2 Refunds: S. Everett MOVED to Approve the following Refunds of \$15,927.41 to the respective business and homeowners.

AMOUNT#	FROM	TO
\$3,641.77	Town of Columbia	Corelogic Real Estate Tax Service on behalf of Kathleen & Michael Hamilton
\$4,559.14	Town of Columbia	Corelogic Real Estate Tax Service on behalf of James & Cory Hoover
\$2,763.82	Town of Columbia	Corelogic Real Estate Tax Service on behalf of Bryan & Melinda Tarbell
\$1,773.23	Town of Columbia	Corelogic Real Estate Tax Service on behalf of Kathryn Tuckewycz
\$3,108.93	Town of Columbia	Corelogic Real Estate Tax Service on behalf of David & Lynn White
\$38.36	Town of Columbia	Jeffrey & Donna Vose
\$36.33	Town of Columbia	Jeffrey & Donna Vose
\$5.83	Town of Columbia	Kenefick Construction

MOTION CARRIED 5.0.

- 12. APPROVE PAYMENT OF BILLS:** R. Bogue MOVED to Approve 2017-2018 Emergency, 2017-2018 Regular, SBL Grant Payment 4 of 4, Credit Card, and Paychex totaling \$130,442.85. MOTION CARRIED 5:0

S. Everett asked about whether we had any Rec Park Funds that we can set up a donation to fund memorial benches. B. Ciurylo said we used to have this set up years ago, but do not have that set up presently. S. Everett asked B. Ciurylo to look into this and maybe put something into Columbia Views.

- 13. BOARD MEMBER COMMENTS:** BOS discussion on the Oberlander timeline extension.

14. EXECUTIVE SESSION:

- 14.1 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).** None

- 15. ADJOURNMENT:** S. Everett MOVED to end the meeting at 8:12 P.M.

Respectfully Submitted by Jennifer C. LaVoie



**CONNECTICUT
INTERLOCAL
RISK
MANAGEMENT
AGENCY**

900 Chapel Street
New Haven, Connecticut 06510-2807
Phone 203-946-3700 | Fax 203-773-6971
www.CIRMA.org

Letter of Commitment for Budget Stabilization Program between the
Connecticut Interlocal Risk Management Agency (CIRMA)
and the
Town of Columbia and Columbia Board of Education
Effective 7/01/18-19 – 7/01/20-21

CIRMA certifies that the Town is eligible for the budget stabilization program for Liability-Automobile-Property (LAP) and Workers' Compensation (WC), which includes enhanced risk management services, and a multiple-year coverage period with stabilized rates applicable to annual contributions.

This program provides the following benefits to help the Town address their LAP and WC losses:

- The Town receives a customized risk management program to reduce loss costs and insurance premiums.
- The Town secures a stable multi-year risk management budget to facilitate municipal financial planning.
- The Town re-allocates savings from loss costs and insurance premiums to risk management programs and other municipal operational expenses.
- The Town enhances its community goodwill and public image through improved risk management practices, reduced losses, and premium savings.

CIRMA's Commitment

- This is a multi-year commitment by CIRMA to assist the Town in implementing and monitoring the risk management program and return to the Town the risk management results.
- CIRMA agrees, in partnership with the Town, to establish a risk management plan to create a safe municipal environment and reduce losses.
- CIRMA agrees to cap* premium increases to the LAP and WC** policies as follows:
 - 2018-2019: LAP 0%, WC 0% over 2017-2018, plus exposure
 - 2019-2020: LAP 3%, WC 3% over 2018-2019, plus exposure
 - 2020-2021: LAP 3%, WC 3% over 2019-2020, plus exposure
 - Please note the LAP rate increases are exclusive of any variations in the equipment breakdown premium provided through Hartford Steam Boiler and any separately placed policies.
 - These are maximum increases possible; actual increases may be less.

***Note:** Any material exposure changes are in addition to the above increase for both LAP and WC.

** **Note:** The Workers' Compensation portion of this agreement is subject to modification based on changes in the State of Connecticut Workers' Compensation statutes.

Town Commitment

- The Town agrees that the only way to reduce losses is through effective implementation of a risk management program.
- The Town agrees to commit sufficient resources to support and implement the risk management initiatives agreed upon with CIRMA.
- The Town acknowledges that this is a multi-year approach to reducing losses and to creating a safe municipal environment.

The Town agrees not to bid the LAP and WC coverages during the period covered by this program as shown in the Endorsement.

This commitment shall remain in effect consistent with the Budget Stabilization Endorsement.

In the event the Town bids this contract during this program period, this mutual commitment ceases. Additionally, CIRMA reserves the right to terminate or modify the program for the following reasons:

- If the Town does not implement the agreed upon risk management initiatives.
- If the Town fails to make timely payment of premiums.
- If the Town possesses an unmanaged high risk/non-standard exposure.

David Demchak
President and CEO
CIRMA



Mr. Mark Walter
Town Administrator
Town of Columbia

Date

Date 4-23-18

Quarterly Reporting for Sr. Van 4/11/18

Just giving you a heads up that the first quarterly report has been successfully submitted for the Van. Everything is looking good and our numbers are increasing for van participation!

Just an FYI to share:

We had 151 rides total from January thru March 31st. (Now just for your understanding.... a ride is considered every time a person boards the vehicle. Now if it is a round trip it is considered 2 trips since the person boarded the van 2x)

50 were medical rides

3 for nutrition

65 Social Recreational

13 Shopping/Personal/Banking

20 Other

The numbers should increase with anticipated participation now that the van is being truly noticed and well liked. We are all working so well as a team and making what was once a hardship on our seniors, now a true blessing! Thank you for all your support in getting the van and keeping it going!

Thank you,

Bernadette Derring

Director Senior Services

Municipal Agent for the Elderly

Town of Columbia

(w) 860-228-0759

(f) 860-228-1952

Thanks to the Columbia's Public Works Department, especially Brian Paul, for getting us ready for opening day of track season. Rain or snow! How is this for April 10th?



April 5, 2018

To: George Murphy, Public Works Dept

From: Nancy Trubka

RE: Branch debris from March storm

Thank you to the four men that came and shredded the fallen branches that came down in the road and put in my yard during the snow storm. I truly appreciate their work and commitment to the people of our town.

Please pass on this message to them.

Thank you again.

N.S.T.