

**REGULAR MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, October 16, 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; Selectman, Lisa Napolitano; Selectman, William O'Brien, Selectman, Robert Bogue.

Also Present: Town Administrator, Mark Walter.

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

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
2. **APPROVAL OF AGENDA:** S. Everett MOVED to add to the Agenda under Appointments/Resignations the Resignation of Bob Raiola, Senior Van Driver for the Beckish Senior Center and to add a change in job status for Rose Kurcinik from per-diem driver to part-time driver. S. Everett MOVED to approve the Agenda for October 2, 2018. MOTION CARRIED 5:0.
3. **APPROVAL OF MINUTES:**
 - 3.1 **BOS Regular Meeting Minutes for October 2, 2018.** R. Bogue MOVED to approve the BOS Regular Meeting Minutes for October 2, 2018. MOTION CARRIED 5:0.
4. **OLD BUSINESS:**
 - 4.1 **Girls Softball Field Bid Update.** M. Walter explained the bid summaries received from the 5 firms that submitted on the RFP for the Town of Columbia Girls Softball Field solicitation. The summaries included lump sum pricing and pricing on 9 alternatives. L. Napolitano asked if we have the equipment to cover the new seeding. M. Walter explained that George Murphy stated that the DPW department would be able to handle the seeding. S. Everett stated that the BOS should go with the recommendations of the committee for choosing Liberty Landscapes LLC as the qualified firm that will provide the services needed for the softball field. S. Everett MOVED to enter in a contractual agreement with Liberty Landscapes LLC for construction of a new softball field at Columbia Recreation Park using funds from the Brand Memorial accounts, as well as available funds from the Rec Area Improvement Capital Account. Also, to approve Steven Everett, First Selectman or Mark Walter, Town Administrator to negotiate and sign an agreement with Liberty Landscapes, LLC. MOTION CARRIED 5:0.
5. **NEW BUSINESS:**
 - 5.1 **BOS Meeting November 6, 2018.** S. Everett MOVED to cancel the BOS meeting on November 6, 2018. MOTION CARRIED 5:0.
 - 5.2 **Installation of New Sidewalks around Town Buildings.** S. Everett shared the information on the bids for new pavers that will be installed at the Library, in front of the History Place, and in front of the Moor's Indian

- School. Jim Blair Landscaping & Design LLC was low bidder. M. Walter explained that details on the work and the final estimate are still ongoing.
- 5.3 **Discussion on Enbridge Grant.** M. Walter explained that we would like to apply for a Community Investment grant with Enbridge for \$5,000 for the interior restoration of the historic Moor's Indian Charity School. Enbridge offers grants and sponsorship opportunities in communities where Enbridge operates. S. Everett MOVED to authorize Mark Walter, Town Administrator to apply for a grant to the Enbridge company. MOTION CARRIED 5:0.
6. **COLUMBIA LAKE / DAM / BEACH:**
- 6.1 **Columbia Lake Annual Draw-Down Schedule.** S. Everett stated that years ago we needed the October date to draw-down the lake to help homeowners make necessary repairs to their properties; however, now that technology, materials and equipment are much better the timeframe to make repairs is less. A citizen sent in a request asking the BOS to consider changing the lake drain date to November 1st every year instead of alternating. S. Everett recommended that the BOS ask LMAC for their opinion on this issue before the BOS makes any decision. Discussion ensued regarding the draw-down procedures. S. Everett explained that we have recently restructured our communications to the Town to better inform the community of what the Town's procedures are on lowering the lake.
7. **APPOINTMENTS / RESIGNATIONS:**
- 7.1 **Board/Commission/Committee Changes (CONA).** Marjorie Golden-Mossberg submitted a request to fill an open position in CONA. W. O'Brien MOVED to approve Marjorie Golden-Mossberg as a member to CONA. MOTION CARRIED 5:0.
- 7.2 **Resignation of Robert Raiola, Van Driver.** S. Everett MOVED to accept the resignation of Robert Raiola, Senior Center Van Driver. MOTION CARRIED 5:0.
- 7.3 **Rose Kurcinik from per diem to part-time.** S. Everett MOVED to change Rose Kurcinik status from per diem van driver for the Senior Center to part-time driver. MOTION CARRIED 5:0.
8. **TOWN ADMINISTRATOR REPORT:**
- 8.1 **Responses to Previous Meeting Questions.** M. Walter stated that he followed up on the extension of benefits to a spouse regarding the tax abatement for retired volunteer firefighters. He received information from CCM that changes were made in 2016 allowing towns the option to provide an exemption or abatement for retired first responders' volunteers that served 25 years. The underlying statute and changes made in 2016 were silent regarding spousal benefits. M. Walter stated that he verified with the Town Attorney that the extension to spouses for tax abatement would have to be provided legislatively and that has not moved forward. M. Walter provided an update on the Town's legal budget that included legal fees for 2017-2018 and 2018-2019 to date
- 8.2 **Veterans Day.** M. Walter explained that Veterans Day celebration will be held on Monday, November 12th at 11:00 am at the Town Green and a

lunch will be served directly afterward at the Senior Center for Veterans and their family and friends.

- 8.3 **Rails to Trails.** M. Walter explained that there was a pre-construction meeting for the new Rails to Trails bridge project over the Willimantic River. The Town of Windham is the lead for this project. Columbia will likely have minimal involvement. George Murphy, DPW Director will attend the weekly construction meetings to stay informed on the project.
- 8.4 **DOT Village Hill Bridge:** M. Walter explained that Anchor Engineering will be paying the 2002 final state audit in full of \$935.45 to the DOT for the work that was performed on the Village Hill Bridge. M. Walter explained that the current work performed on the Village Hill bridge has had some problems with the concrete on the top caps and the firm providing the work will redo the work to meet the specs.

9. CORRESPONDENCE: None.

10. BUDGET:

- 10.1 Transfers: S. Everett MOVED to approve the following Transfers totaling \$6,250.00 from Repairs and Maintenance and Contingency to Contractual Services to cover the unbudgeted costs of the Paver/Sidewalk Project at the Finance Annex Building, Moor’s Indian Charity School and the History Place.

TRANSFER #/AMOUNT	FROM A/C#, DESCRIPTION	TO A/C#, DESCRIPTION
2019 #005 / \$1,300.00	10-4116-600 / Repairs & Maintenance	10-4410-515 / Contractual Services
2019 #005 / \$1,100.00	10-4117-600 / 600 Repairs & Maintenance	10-4410-515 / Contractual Services
2019 #005 / \$3,850.00	10-4800-900 / 900 Contingency	10-4410-515 / Contractual Services

MOTION CARRIED 5:0.

- 10.2 Refunds: R. Bogue MOVED to approve the following Transfers totaling \$349.78.

AMOUNT	FROM	TO
\$95.77	TOWN OF COLUMBIA	EAN HOLDINGS LLC
\$105.99	TOWN OF COLUMBIA	EAN HOLDINGS LLC
\$130.42	TOWN OF COLUMBIA	EAN HOLDINGS LLC
\$10.00	TOWN OF COLUMBIA	JESSE G. CLARKE
\$7.60	TOWN OF COLUMBIA	JAMES R. DAHER

MOTION CARRIED 5:0.

- 11. **APPROVE PAYMENT OF BILLS:** R. Bogue MOVED to Approve Payment of Bills totaling of \$211,092.11, made up of 18/19 Emergency, 18/19 Regular, Credit Card and Paychex. MOTION CARRIED 5:0.
- 12. **AUDIENCE OF CITIZENS:** A. Dunnack suggest the BOS consider re-decorating the conference room and she noted that several other area towns conference rooms are very nicely decorated and furnished. She also asked if the Veterans Day celebration will be communicated to the

community. M. Walter explained that we will be sending out an e-blast, and on our website and Facebook. A. Dunnack asked if the Rec Commission has been involved with the girls' softball field process and M. Walter explained that Marc Volza, the Rec Director has been keeping them informed. She also noted that Henrietta Brand donated money for Rec Park and one of the stipulations was that something was going to be named after her. S. Everett stated that Brand Field would be a wonderful idea, and the BOS will look into this.

- 13. BOARD MEMBER COMMENTS:** S. Everett shared the invitation from Carmen Vance for an art show on October 30th at the Saxton B. Little Library.
- 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 Statutes Section 1-200(6)(A).** None.
- 15. ADJOURNMENT:** S. Everett MOVED to Adjourn the meeting at 7:50 pm. MOTION CARRIED 5:0.

Respectfully Submitted by Jennifer C. LaVoie