REGULAR MEETING AGENDA
COLUMBIA BOARD OF SELECTMEN
Tuesday, September 6, 2016 - 7 pm.
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT

CALL TO ORDER

1. PLEDGE OF ALLEGIANCE

2. MINUTES: BOS Meeting Minutes of July 19, 2016 and Special Meeting Minutes of August 18, 2016

3. AUDIENCE OF CITIZENS

4. OLD BUSINESS:

5. NEW BUSINESS
5.1 Neglected Cemetery Grant
5.2 All Traffic Solutions – "YOUR SPEED sign"
5.3 Horrible Hundred Cycling Event
5.4 Authorization of 2016-17 Access Agency Memorandum of Understanding

6. COLUMBIA LAKE / DAM / BEACH:
6.1 Application of Steve Harrington for the replacement of an existing dock and a construction of a new seawall at 47 Sleepy Hollow Road

7. APPOINTMENTS / RESIGNATIONS:
7.1 Resignation of Santo Franzo from Board of Assessment Appeals (BAA)
7.2 Appointment of Linda McDonald (D) to BAA
7.3 Appointment of Mary Latour (D) to BAA
7.4 Appointment of Mark Walter as DEMHS representative
7.5 Hire of Sharon Smith as Senior Center Site Server Floater
7.6 Hire of Harold Zanetti as Part Time Transfer Station Attendant
7.7 Appointment of George Murphy as Municipal Recycling Agent

8. TOWN ADMINISTRATOR REPORT

9. CORRESPONDENCE:
9.1 CRCOG – Columbia FY 15-16 savings report
9.2 Thank you letter dated 7/11/16 from SACCEC (Sexual Assault Crisis Center of Eastern CT) for FY 16-17 contribution
9.3 Historic Preservation Document Grant
9.4 Article from *Hartford Courant* dated 7/28/16
9.5 Article from *the Chronicle* dated 8/5/16
9.6 Thank you letter dated July 2013 from Covenant Soup Kitchen for donation
9.7 CT State Police Monthly Services for July 2016
9.8 Email from DEEP dated 7/26/16 re: Comprehensive Materials Management Strategy
9.9 Prescription Drug Card 6/30/16 and 7/31/16 Savings Reports
9.10 American Red Cross: Home Fire Preparedness Campaign
9.11 Thank You letter to M. Walter re: DPW from L. Fearon dated 8/29/16

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

REGULAR MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, July 19, 2016 - 7 pm.
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT

CALL TO ORDER: First Selectman Carmen Vance; Selectman William O'Brien; Selectman Robert Hellstrom; Selectman Robert Bogue. Absent: Deputy Selectman Steven Everett.

ALSO PRESENT: Mark Walter, Town Administrator; Bev Ciurylo, Finance Director; Bud Meyers, Facilities Manager; Marc Volza, Director of Parks and Rec; Mike Lester, Fire Marshal; Ann Dunnack; Millie Ramsey; Dan Wells.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited. C. Vance welcomed M. Walter to Columbia.

2. **MINUTES: BOS Meeting Minutes of June 6, 2016:** C. Vance MOVED to approve the minutes of June 7, 2016 with the following amendment:
Item 9.1 states, "W. O'Brien MOVED to approve the following transfers" and it should state, "R. Bogue MOVED to approve the following transfers" MOTION CARRIED 4:0.

3. **AUDIENCE OF CITIZENS:** Millie Ramsey read a statement into the record regarding her concern with the Columbia Beach Reconstruction. (see attached)

   Dan Wells of Upper Woodland Terrace spoke in favor of drones. He explained that he was enjoying the lake over the weekend with his younger cousins and a professional photographer visited. The photographer used a drone to "follow" the kids around as they played on the lake to take photos and videos, per the request of the family. D. Wells stated that he was approached by Marine Patrol and told that drones were not allowed. He explained that he understands that regulations may eventually be required for air devices such as this, however he would like to be sure that the Marine Patrol also takes into consideration fun for families as well as safety.

4. **OLD BUSINESS:**

4.1 **Covering of Trash Loads in Transport to Transfer Station:** M. Walter told the BOS that residents are abiding by the existing ordinance and covering their trash loads before going to the transfer station. Both Trooper DeCarli and Public Works Director, George Murphy, have stated that the problem with trash flying out of the back of pick-up trucks is improving.

4.2 **Master Plan for Rec Park and Contiguous Lands – Contract Agreement:** M. Walter stated that the Town Planner expressed that the chosen firm, Sampson and Weston, has had the most experience integrating space with existing structures, which is exactly what Columbia is doing with this project. She also stated that they are excited to get the project started. W. O'Brien MOVED to authorize the Columbia First Selectman to execute the contract with Weston and Sampson for the master plan for Recreation Park and contiguous town lands. MOTION CARRIED 4:0.

4.3 **Authorization of Playground contract:** M. Volza provided an update to the BOS regarding the new playgrounds for Porter School and Rec Park. He explained that the playground for the school should be completed by fall, in time for the start of the school year and that the playground at Rec Park (which is replacing the current playground for ages 5-12 years of age), will be completed shortly after the one at the school. Discussion followed. R. Hellstrom MOVED to authorize the First Selectman to sign the contract between the Town of Columbia and Creative Recreation for installation of a playground at Horace Porter School and Columbia Recreation Area as presented. MOTION CARRIED 4:0.

4.4 **Authorization of Property Purchase Contract:** This ITEM has been TABLED.

4.5 **Road update:** M. Walter stated that the Public Works Department has completed its road paving operations on Dilaj Drive, Deer Run and Bears Den Way and that curbing repairs for these streets are scheduled to begin this week, weather permitting. M. Walter explained that upon completion Public Works staff will begin to address other curb repairs around town as well as drainage work on Hennequin Road.

4.6 **Library Update – handicap ramp:** C. Vance and B. Meyers provided an update on the Library project. B. Meyers explained that the town will be re-grading and installing a handicap ramp for the exit at the Program Room.

5. **NEW BUSINESS:**

5.1 **Disbandment of Brand Committee:** C. Vance explained that the Brand Committee was originally created to find ways to spend the money donated to the town by the late Henriette Brand. She stated that the town was to spend this money solely for recreational purposes. W. O'Brien asked what else the Brand money was spent on, besides the $154,000 for the Ellis Property. B. Ciurylo stated there is approximately $200,000 remaining which is going to be spent on Rec Park. A. Dunnack stressed that she feels the town should name a piece of property or a structure after Henriette Brand and the late Dave Bell, to show thanks for their generous donations. M. Volza stated that the new playscape at Porter School will be named after D. Bell. R. Hellstrom stated that the Ellis property that the town purchased with some of the Brand funds is still referred to as the Ellis property. He suggested that perhaps a good start going forward would be to refer to this as the Brand property. The BOS was in agreement. C. Vance stated that she feels the Rec Commission should discuss ideas regarding dedicating town owned property to these individuals. Also, discussion regarding this should also be included in the Master Planning process for Rec Park and Contiguous Lands. C. Vance MOVED to formally disband the Brand Committee. MOTION CARRIED 4:0. The BOS thanked the Brand Committee for a job well done.

5.2 **Events Magazine:** M. Walter stated that a news magazine has been a popular discussion since he started working in Columbia. He shared "Events Magazine" with the Board. He explained that this company provided the news magazine for East Haddam. It is a non-political, non-confrontational magazine that simply shares town events and advertisements for local businesses. M. Walter stated that the intent is for the magazine to fund itself with the cost of advertisements. He met with Bill McMinn, owner of Events Magazine and explained that due to the small size of Columbia, it could be a bit of a challenge to get enough local businesses to run ads. M. Walter requested approval from the BOS for postage funding for one year which would equate to $1,530. In this time, Mr. McMinn has offered to visit local businesses and offer them the opportunity to purchase a spot in the magazine to advertise. R. Bogue asked if a business chooses to purchase a spot in the newspaper for an ad, would they receive copies of the magazine for themselves and their customers/clients. M. Walter said yes. Discussion followed.
R. Bogue MOVED to fund the expenses discussed relative to "Events Magazine" for the first year. MOTION CARRIED 4:0.

5.3 **Land Acquisition process – Ordinance #8-13:** M. Walter reviewed Columbia Ordinance #8-13 entitled Land Acquisition, and state statute 8-24. Discussion followed regarding the process for withdrawing funds from this account. M. Walter will review the ordinance with the attorney. A. Dunnack stated the appropriate process was followed when the town purchased the development rights for the Szegda property.

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

6.1 **Application of Rachelle Bernabei for a new raft at 149 Route 87:** C. Vance MOVED to approve the application of R. Bernabei for a new raft at 149 Route 87, contingent upon the recommendations and conditions set forth by LMAC. MOTION CARRIED 4:0.

6.2 **Application of Keith Naison to install a boat lift at 7 Webster Lane:** C. Vance MOVED to approve the application of K. Naison to install a boat lift at 7 Webster Lane contingent upon the recommendations and conditions set forth by LMAC. MOTION CARRIED 4:0.

7. **APPOINTMENTS / RESIGNATIONS:**
C. Vance MOVED to appoint M. Walter as Columbia's representative for the following:

7.1 **Eastern Highland Health District (EHHD)**

7.2 **Connecticut Conference of Municipalities (CCM)**

7.3 **Connecticut Inter-local Risk Management Agency (CIRMA)**
MOTION CARRIED 4:0.

8. **TOWN ADMINISTRATOR REPORT:**
- *Town Phone system* – A new phone system will be installed on 7/27/16 and staff will receive training on 7/28/16. There should be no interruptions to current phone service during the installation.
- *Beach erosion* – M. Walter recognized this as a key part of the lake and stated that he has asked G. Murphy to seek renditions from the engineering firm for construction of the

retaining wall, railing treatments, etc. LMAC expressed concern with invasive plants and would like to see something done regarding unauthorized boats entering the lake. That will all be looked into.
- *July 4th parade/gazebo:* M. Walter shared a thank you card from the Lions Club, to Bud Meyers for the wonderful job he did painting the gazebo and preparing for the July 4th Parade. The Lions Club received many compliments on the gazebo!
- *WRTD:* M. Walter shared a "WRTD Rider's Guide" with the Board and stated that transportation for residents is still available through Dial-A-Ride.
- *CIRMA:* M. Walter discussed the following with the BOS: Drone Coverage, Cyber Liability and the VFA (Volunteer Firefighter Accident) Program. He explained that the VFA and Cyber Liability are provided at no additional direct cost by CIRMA. M. Walter stated that Drone Coverage by endorsement would provide members coverage for exposures that drone use poses if the town were to purchase a drone in the future.

C. Vance stated that there currently is no policy or ordinance regarding drones. However, this is most likely going to be a topic that BOS will need to discuss in the future. She asked the BOS to start thinking about this. M. Walter will start looking into regulations, etc. regarding drones.

9. CORRESPONDENCE:
9.1 Eagle Scout Project by Adrian Salustri - Szegda Farm raised gardens
9.2 CRCOG Annual Report
9.3 Article from *East Haddam News* re: Mark Walter

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

TRANSFER # / AMOUNT	FROM A/C #, DESCRIPTION	TO A/C #, DESCRIPTION
2016-053 / $31	10-4115-230, Old Firehouse Electricity	10-4115-240, Old Firehouse Fuel
2016-054 / $184	10-4136-300, Finance Supplies	10-4136-500, Finance Prof/Tech
2016-055 / $61	10-4260-240, Senior Center Fuel	10-4260-300, Senior Center Supplies
2016-056 / $8	10-4345-300, Emergency Management Supplies	10-4345-770, Emergency Management Transportation
2016-057 / $2	10-4410-240, DPW Fuel	10-4410-300, DPW Supplies
2016-058 / $64	10-4570-300, Land Use Supplies	10-4530-520, Building Svcs Printing
2016-059 / $11	10-4640-240, Beach Svcs Fuel	10-4640-300,

MOTION CARRIED 4:0.
10.2 Refunds: None.

11. APPROVE PAYMENT OF BILLS: FY 15-16: C. Vance MOVED to approve the FY 15-16 payment of bills including regular bills, credit cards and paychex in the amount of $89,786.08. MOTION CARRIED 4:0. **FY 15-16 / FY 16-17:** C. Vance MOVED to approve the FY 15-16 / FY 16-17 payment of bills including regular bills, emergency bills, credit cards and paychex in the amount of $465,926.70. MOTION CARRIED 4:0.

12. BOARD MEMBER COMMENTS: R. Bogue shared a newspaper article regarding disc golf. He expressed that he would like the Rec Department to look into bringing this activity to Columbia. M. Volza stated that a disc golf course is being proposed as part of the Master Plan for Rec Park and Contiguous Lands.

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); C. Vance MOVED to enter into executive session at 8:00 pm with Ann Dunnack, representing Open Space, present.. A. Dunnack exited executive session and Mike Lester, Fire Marshal, entered. Executive session ended at 8:20 pm.

14. ADJOURNMENT: C. Vance MOVED to ADJOURN at 8:21pm and the MOTION CARRIED UNANIMOUSLY. The next meeting of the BOS is scheduled for Tuesday, August 2, 2016 at 7 pm.

Neglected Cemetery Account Grant Program
Application for State Award

Office of Policy and Management

Pursuant to Sec. 19a-308b of the C.G.S.

This application is to be used by a municipality in applying for a state award under the Neglected Cemetery Account Grant Program for: clearing weeds, briars and bushes; mowing the lawn areas; repair of walls and fences; straightening memorial stones or otherwise keeping in an orderly and decent condition a neglected cemetery, as defined in Section 19a-308 of the CGS. Both a completed hardcopy and electronic version of this application are required to be submitted as indicated below.

Submit application (hardcopy) to: Office of Policy and Management,
450 Capitol Ave. MS #54 MFS
Hartford, CT 06106-1379
Attn: Neglected Cemetery Account Grant Program

Submit electronic version of application to: david.levasseur@ct.gov

Name of applying municipality: 1) Town of Columbia

Contact Person for the Application:

Name	Mark Walter
Title	Town Administrator
Address	323 Route 87
City/State/Zip	Columbia CT 06237
Telephone	8602280110
E-mail	townadministrator@columbiact.org

Amount requested (max. $2,000): $2,000

Name and address of the cemetery or cemeteries where work is to be performed: Root Cemetery, Lyman Subdivision on Wells Woods Road, Columbia, CT 06237

Describe the scope of work to be completed at each cemetery using the grant proceeds requested above. Include the annual frequency for each work item at each cemetery.

Example: John Doe Cemetery: repair of walls and fences (once per year), straightening of memorial stones (once per year), lawn mowing (3 times/year), leaf clean-up (once per year), periodic maintenance as needed.

1) Remove all woody growth within or overhanging the perimeter wall and permitted nearby trees.
2) Remove gravestones and reset some stones per recommendations of the CT Gravestone Assc.
3) Assess/repair damaged gravestone.

Certification by the Chief Executive Officer of the Applicant Municipality:

I do hereby certify that the information contained herein is true and accurate to the best of my knowledge, and understand that proof of endorsement from the Board of Selectmen, Town or City Council or similar body and proof of endorsement from the Board of Finance or similar body of the applicant municipality must be submitted within 30 days of preliminary grant approval.

Signature:	Mark Walter
Name:	Mark Walter
Title:	Town Administrator
Date:	August 12, 2016

Please contact David LeVasseur at 860-418-6484 or at david.levasseur@ct.gov should you have any questions.

Form: Neglected Cemetery Account Grant Program Rev. 07/2015

Accredited Since 1988

Lt. Eric Murray
Commanding Officer

M/Sgt. James Gilman
Executive Officer

STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
DIVISION OF STATE POLICE
TROOP K, COLCHESTER

08/15/16

Columbia Board of Selectman:

Regarding All Traffic Solutions Quote Q-23672 for Shield 12 Radar Speed Display. This unit has many features that could increase my service to the Town of Columbia. The top complaint received from residents is regarding speeding on state and local roads. However these complaints are very time specific with most of the time the speed on the local road is reasonable except for a few frequent violators.

This radar speed display will do several things: First, it will give the inattentive drivers a visual reference that they are traveling too fast and to slow down. Second, this radar speed display also keeps track of information that can be downloaded on a USB cable that will tell me speeding trends. For example if I put this device on Gaulin Road which was recently described to me as a "race track" it would tell me based on the data the best time to conduct speed enforcement. Third, this device can be upgraded to provide real time information via Bluetooth. This would also allow the device to take a picture of the offending vehicle and could even track data when the speed is not displayed to show the before and after results of having it on the road.

Also this device is portable, and can easily be moved to various locations without having to find space for a whole speed trailer.

Sincerely,

#1090

TFC Greg DeCarli #1090
Columbia Resident State Trooper

15a Old Hartford Road
Colchester, CT 06415
Phone: (860) 465-5400/Fax: (860) 465-5450
An Affirmative Action/Equal Opportunity Employer

ALL TRAFFIC SOLUTIONS

A sign of the future.™

All Traffic Solutions Inc.
3100 Research Drive
State College, PA 16801
Phone: 814-237-9005
Fax: 814-237-9006

Tax ID: 81-2846535

QUOTE Q-23780

DATE/TIME: 8/17/2016 7:31:42 PM **PAGE NO: 1**

Questions contact:
MANUFACTURER:
All Traffic Solutions
Mark Coupland

Independent Sales Rep:

BILL TO:
Town of Columbia (CT)
232 Rt 87
Columbia, CT 06237

Attn: Mark Walther

SHIP TO:
Town of Columbia (CT)
232 Rt 87
Columbia, CT 06237

PAYMENT TERMS: Net 30 **CUSTOMER:** 212683 **CONTACT:** (860) 465-5400

ITEM NO:	DESCRIPTION:	QTY:	EACH:	EXT. PRICE:
4000872	Shield 15B Speed Display; base unit w/ mounting bracket, Can be Upgraded to TraffiCloud	1.00	$2,395.00	$2,395.00
4000684	LFP Power kit, 16Ah battery, internal power controller, charger with connector	1.00	$450.00	$450.00
4000519	Traffic Data Collection; stores vehicle statistics locally for later analysis	1.00	$405.00	$405.00
4000641	Shipping	1.00	$65.00	$65.00

Special Notes:

SH15B (Radar range 600 feet) - mount plate with hardware – "YOUR SPEED" sign – battery with charger - Local data collection optioned via supplied USB cable and PC desktop software - Shipping and Training – All Products – designed, engineered and manufactured in The USA (State College PA) – using American labor and components.

SALES AMOUNT:	$3,315.00
SHIPPING:	
TOTAL:	**$3,315.00**

Duration: This quote is good for 60 days from date of issue.
Shipping Notes: Unless shipping charges are specifically indicated, prices are FOB factory. Shipping charges may apply
Taxes: Taxes are not included in quote. Please provide a tax exempt certificate or sales tax will be applied.
Warranty: Unless otherwise indicated, all products have a one year warranty from date of sale. Warranty extensions are a component of some applications that are available at time of purchase. A Finance Charge of 1.5% per month will be applied to overdue balances. GSA GS-07F-6092R

Authorization: By Signing below I indicate that I am authorized to commit my organization to the above.

Print Name, Title _____ Signature _____ Date

Town of East Lyme

41 Society Road
Niantic, Connecticut 06357

David M. Putnam
Director

Phone (860) 739-5828
Fax (860) 691-2409

PARKS & RECREATION DEPARTMENT

August 5, 2016

The Honorable Carmen Vance
First Selectwoman
Town of Columbia
323 Jonathon Trumbull Highway
Columbia, CT 06237

RECEIVED AUG 15 2016

Dear Ms. Vance,

East Lyme Parks and Recreation is scheduling our first cycling event for Saturday, October 1, 2016. The purpose of the event is to raise money for local historical properties and open spaces in the town of East Lyme through sponsorships, rider registrations, and donations.

One of five rides will pass through Columbia and the Department of Transportation requires us to obtain your permission by signing the attached form. The route details are explained in the attached descriptions of each ride.

There will be only one group riding about an hour and a half apart. The ride is as follows:

- The Horrible Hundred Ride of 100 miles is for experienced riders, will depart at 6:00 AM, and takes riders through East Lyme, Salem, Lyme, East Haddam, Colchester, Hebron, Lebanon, Columbia, Windham, and Bozrah

The rides begin at staggered times so as to return to the staging area at Rocky Neck State Park in East Lyme between 12:00 PM and 4:00 PM for a barbeque lunch.

The routes have been chosen by experienced riders who know the area and were chosen in the interest of keeping riders off the busier sections of town highways whenever possible.

There will be temporary direction signs at key intersections, placed for the event only, and volunteers will drive the routes to offer assistance to riders if needed.

Our website www.bikeandbbq.com provides details and maps about the event and rides. We respectfully ask that you sign the attached DOT application and return it

to us so that we may submit it along with forms from the other Towns for our event Permit.

The form can be mailed to 41 Society Road in Niantic or scanned and emailed back to eastlymeparks@gmail.com. You can also reach me by phone at 860-739-6788 or by email at mmcdowell@eltownhall.com.

Best Regards,

Mike McDowell
Special Events Coordinator
East Lyme Parks and Recreation

CONNECTICUT DEPARTMENT OF TRANSPORTATION

APPLICATION FOR THE USE OF STATE HIGHWAYS FOR SPECIAL EVENTS

NAME OF APPLICANT(S): East Lyme Parks and Recreation

ADDRESS/PHONE NUMBER: 41 Society Rd, Niantic, CT 06357

860-739-6788

DESCRIPTION OF EVENT – Include the name of event, the type of event, date, time, and route(s) to be used (attach additional sheet if needed):

The East Lyme Bike and Barbeque is a charity cycling event occuring on October 1, 2016. Riders start at Rocky Neck State Park in Niantic, CT. Start times range from 6:00 AM to 11:00 AM. Route maps and further information can be found at www.bikeandbbq.com. All rides will return to Rocky Neck by 4:00 PM.

In the event a police escort is required, a traffic plan (map) must be submitted to the Connecticut Department of Public Safety, Division of State Police, Traffic Services Unit, 294 Colony Street, Meriden, Connecticut and the Legal Traffic Authority for each town involved in the event detailing the route along with all intersections where traffic control will be utilized. The State Police must be notified and concur with the traffic plan for the event. Verification must be forwarded to the Department of Transportation District Office. Visit www.ct.gov/dot for additional information.

APPROVAL SIGNATURE OF THE CONNECTICUT DEPARTMENT OF PUBLIC SAFETY (only if a police escort is required), Division of State Police, Traffic Services Unit, 294 Colony Street, Meriden, Connecticut:

Signature _____ Date _____

APPROVAL SIGNATURE OF CORRESPONDING LEGAL TRAFFIC AUTHORITIES (LTA'S) of town(s) which proposed event will travel:

TOWN	SIGNATURE (LTA)	TOWN	SIGNATURE (LTA)
	Carmen Vance		

Kim Bona

From: Mike McDowell [MMcDowell@eltownhall.com]
Sent: Wednesday, August 24, 2016 1:17 PM
To: Kim Bona
Subject: RE: Horrible Hundred - Columbia

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Kim,

The ride will follow along the roads listed below:
Leonard Bridge Road, Pine Street, Chesboro Bridge Road, Double Day Road, Latham Hill Road, synagogue road, Cook Hill Road, Village Hill Road.

I am unsure exactly where the town line is, so I apologize if some of those are not in the Town of Columbia!

Thanks,

Mike McDowell

From: Kim Bona [mailto:kbona@columbiact.org]
Sent: Monday, August 22, 2016 1:24 PM
To: Mike McDowell
Subject: Horrible Hundred - Columbia

Good afternoon,

Please provide me with the exact route this will travel through Columbia. I will need to know which roads will be traveled.

Thank you,

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


Bike Pa
Columbia
Hebron
Old Willimantic Rd
Johnson Rd
Card St
Szegula Rd
West St
Hemlequin Rd
Pine St
Basket Shop Rd
W St Ext
Hunt Rd
Loveland Rd
Millstream Rd
Kinney Rd
Hope Valley Rd
Cook Hill Rd
Burnham Rd
Clarke Rd
Tobacco St
Clubhouse Rd
N Pond Rd
Map data ©20 oogle Terms o
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Tammy Miner
Board Chair

Peter S. DeBiasi
President / CEO

August 2, 2016

Mr. Mark Walter
Town Administrator
Town of Columbia
323 Jonathan Trumbull Highway
Columbia, CT 06237

RECEIVED AUG 08 2016

Dear Mr. Walter:

Enclosed please find a copy of a new Memorandum of Understanding for The *Access* Community Action Agency to continue to provide services to the people of the town of Columbia. Please review and return to us with the necessary signature. If you have any questions please contact us at your earliest convenience.

We look forward to our continued relationship with the Town of Columbia.

Sincerely,

Melissa J. Burdick
Vice President
Youth & Family Services
Email: Melissa.Burdick@accessagency.org
Phone: (860)412-1605

Enc: Memorandum of Understanding

Tammy Miner
Board Chair

Peter S. DeBiasi
President / CEO

MEMORANDUM OF UNDERSTANDING

Between

The Town of Columbia and

The *Access* Community Action Agency

The purpose of this Memorandum of Understanding (MOU) is to define the contracted services between the Town of Columbia and The *Access* Community Action Agency (*Access*).

***Access* will provide:**

- **Staff:** For six (6) hours per week, a qualified staff member employed by *Access*, to provide services to the Town of Columbia residents.
- **Services:** *Access* staff in the Town of Columbia will work with adults and families to find solutions to the challenges they face and thus, improve the quality of their lives. Services may include but are not limited to:
  - **Direct Client Assistance:**
    - Energy Assistance
    - Emergency Food
    - Crisis intervention
    - Assistance with DSS Assistance
    - Weatherization Services
    - Financial Literacy/Budgeting Assistance
    - Renters Rebate Application Assistance
    - Information and Referral
  - Additional programming may be provided if additional funding is acquired

Columbia will provide:

- **Funding:**
  - For Fiscal Year 2016-2017: $8,350
- **Office Space/Equipment:** Office space and all necessary furniture and technology to support one staff person at Beckish Senior Center.

Terms and Termination: The terms of this agreement shall commence the date it is signed and remain in force until June 30, 2017. These arrangements can be revised and modified upon mutual agreement of the parties.

The *Access* Community Action Agency:

Signature: _____

Print: Peter S. DeBiasi

Title: President/CEO

Date: 8/2/16

Town of Columbia:

Signature: _____

Print: MARK B. WALTER

Title: Town Administrator

Date: 8-12-16

LAKE MANAGEMENT ADVISORY COMMITTEE

August 4, 2016

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

RE: Application for Replacement of a Structure on or Over Columbia Lake
Mr. Steven Harrington, 47 Sleepy Hollow Road, Columbia, CT

On July 22, 2016, Mr. Steven Harrington of 47n Sleepy Hollow Road, Columbia submitted an application for permit seeking to construct a new seawall and replace an existing dock at that location.

On Wednesday, August 3, 2016 the Lake Management Advisory Committee (LMAC) reviewed the application. The proposed work will involve the removal of approximately 72 feet of existing large rocks along the shore line and the construction of a new sea wall in the same location. The new sea wall will be approximately 36 inches high, with the first 24 inches dry stack and the upper 12 inches mortar construction. The area behind the new sea wall will be graded level to the top of the wall. The new dock will replace an existing dock which is approximately 5 feet by 24 feet. The new dock is an "in kind" replacement.

According to the Standards for Granting Permission for the Construction of Structures on Columbia Lake (Lake Guidelines), the portion of the existing seawall may be replaced in the same location, of similar material, in the same configuration and of the same length; and the existing wood dock may be replaced in the same location, in the same configuration and of the same size.

After review, it is the recommendation of LMAC to the Board of Selectmen that this permit be approved with the following conditions:

1. All work will be accomplished after Lake Drawdown beginning on October 15, 2017 and shall be completed prior to the lake re-filling on March 15, 2017.
2. No machinery or power equipment will be allowed on the lake bed.
3. No substantial materials will be placed on, added to or removed from the lakebed.
4. The applicant will insure construction of the new seawall will be of sound materials and shall not adversely affect the quality of the Lake water or aquatic life.
5. The applicant will insure the construction of the new dock will be of sound materials and will comply with the "Lake Guidelines" with regard to the use of any pressure treated woods; and shall not adversely affect the quality of the Lake water or aquatic life.
6. Disturbance to the lakebed will be confined to reasonable construction to establish new footings for portion of the new seawall and dock replacement. No grading or significant excavation shall be allowed.

Your consideration in this manner is appreciated.
Respectfully Submitted;

Robert R. Powell, Jr.
Chairman, Permit Application Sub-Committee
Lake Management Advisory Committee

RECEIVED JUL 22 2016

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: 7.22.16

Complete and return to the Board of Selectmen.

Property owner: STEVEN HARRINGTON
Address: 47 SLEEPY HOLLOW
Property Location: 47 SLEEPY HOLLOW
Daytime phone # 860 250 8350
Applicant if different from owner: JAMES BLAIR LANDSCAPE AND DESIGN LLC
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: 7-14-2016

Applicant Signature: _____ Date: 7.14.2016

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:** 9/13/16
First Selectman

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

James Blair Landscape and Design, LLC
17 Columbia Landing
Columbia, CT 06237
860-428-2916
jbland15@earthlink.net

Columbia Lake Advisory Council
C/O Town Administrator's Office
Columbia Town Hall

Dear Commission Members,

On behalf of Mr. Steven Harrington, 47 Sleepy Hollow, I am submitting an application to tear down and rebuild a section of lake wall on the eastern end of his lake frontage. This wall is approximately 72' long and will be 36" high upon completion. Mr. Harrington would also like to replace the existing dock that is located within this wall. The new dock will measure 5'x24' with an 8" step on the western side of the dock. This represents replacing "in kind" the dock as it exists today. The wall at this point in time is really just an organized pile of rocks. It is difficult at best to control erosion behind this wall. It is also Mr. Harrington's desire to be able to utilize this area of his property more fully and to make it more easily accessible.

My construction agenda for this would be: Take down and salvage usable wall building material; excavate to approximately 9" in depth and put in geotextile fabric and 1 ¼" crushed stone as a base; dry stack the first 24" of wall and mortar the last 12". This wall will have ¾" stone and filter fabric to eliminate fine materials entering the lake. The area immediately behind the lake wall will be graded level with little to no pitch. We will also build a second terraced wall approximately 15' behind this wall to further control erosion in this area. There will be silt fence placed in the lake bed to protect the watershed during construction. My company will also maintain the site with silt fence, hay bales etc until any disturbed lawn areas in the construction access are fully vegetated. There will be no stockpiling of excavated material on this property for this project. It is Mr. Harrington's goal to have this project started as soon as possible after Lake Draw down fall of 2016. The lake wall component will be completed before March 15, 2017.

I look forward to answering any and all questions at a site walk that is at your convenience.

Respectfully submitted,
James Blair

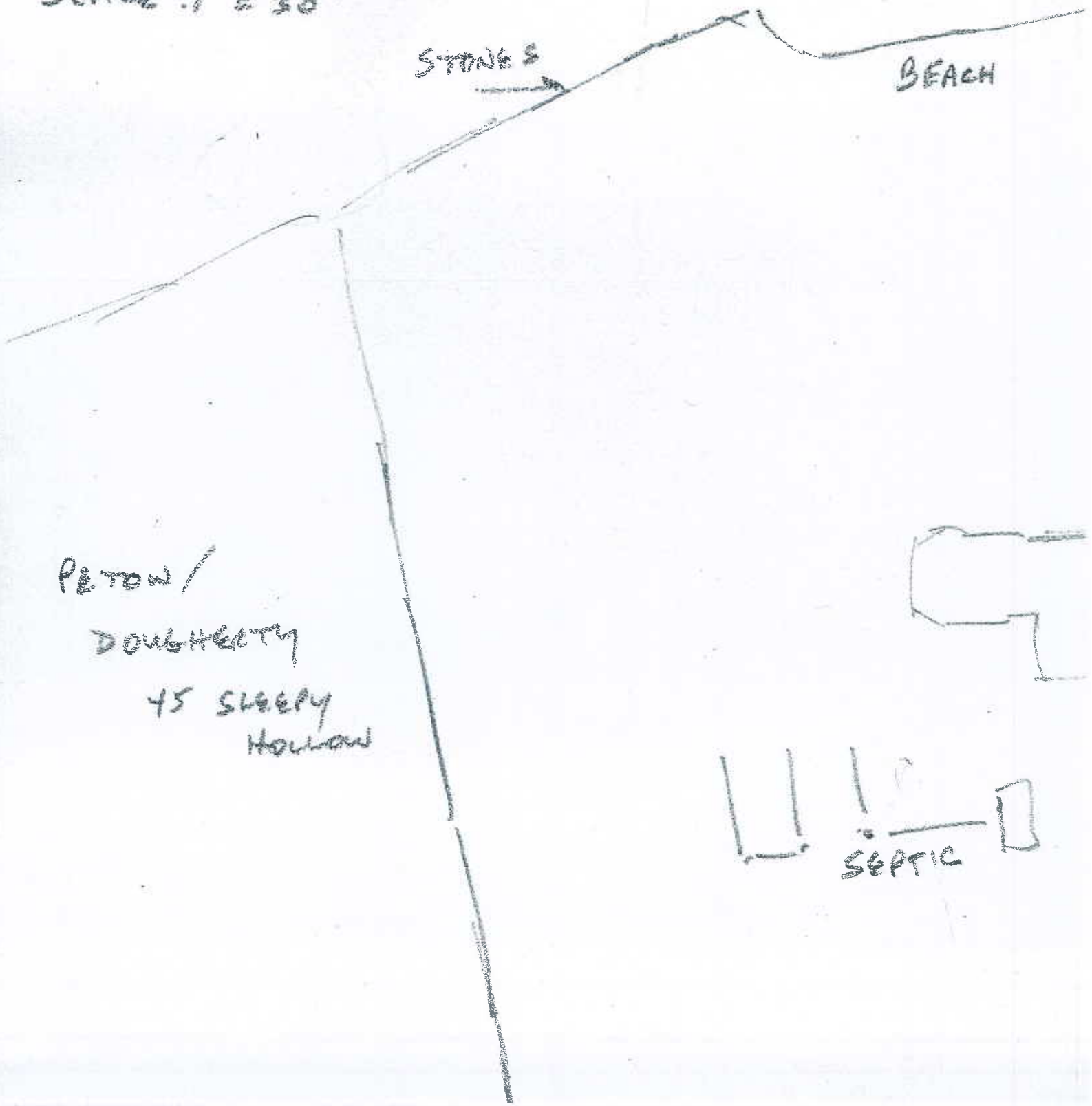
STEVEN HARRINGTON
47 SLEEPY HOLLOW
COLUMBIA, CT 06237

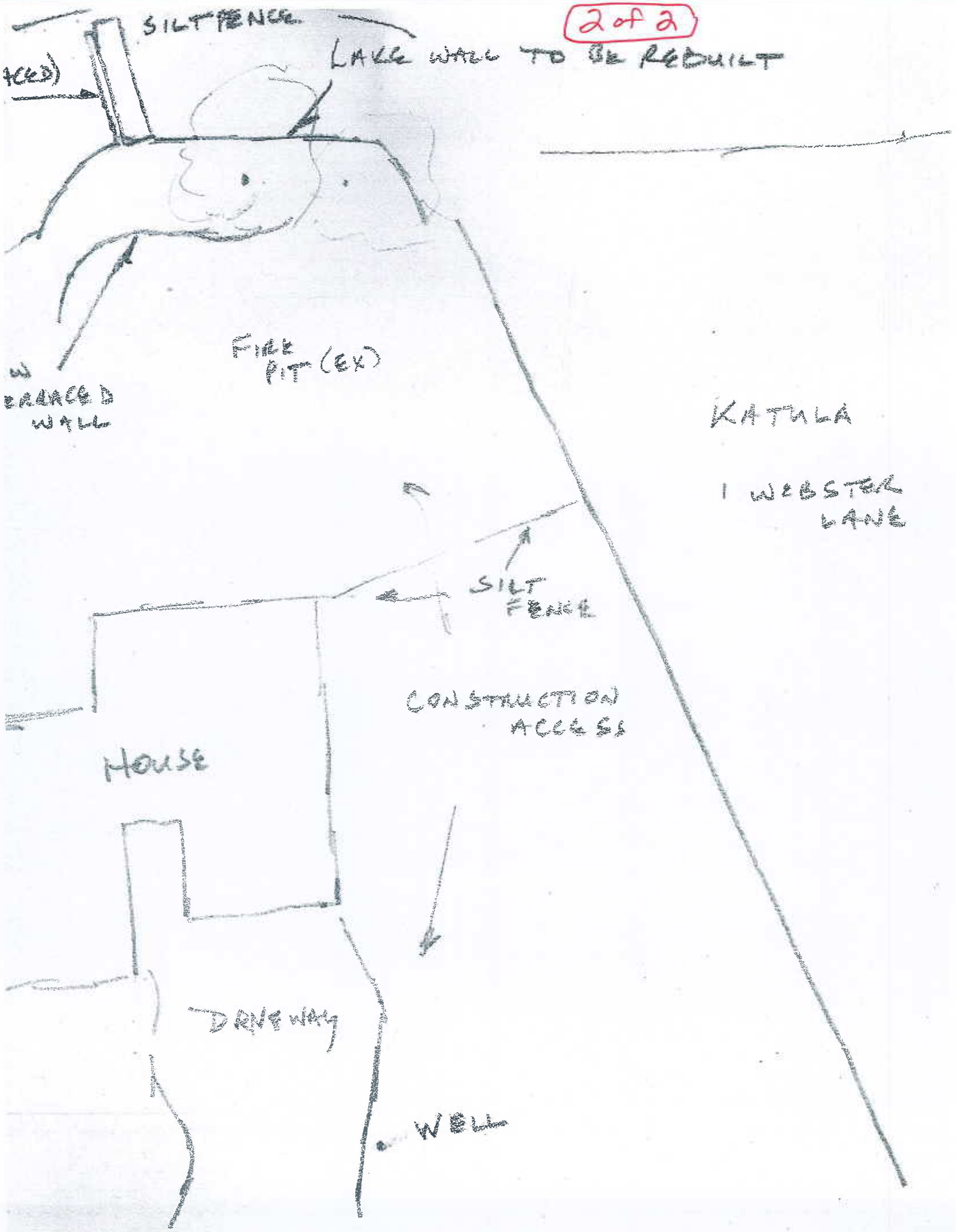
1 of 2

DOC
(RE

PROPOSED LAKE WALL
AND DOCK
DRAWN BY:
JAMES BLAIR 7-22-2016
SCALE 1" = 30'

COLUMBIA
LAKE




SILT FENCE
LARGE WALL TO BE REBUILT
FIRE PIT (EX)
RETAINED WALL
KATULA
1 WEBSTER LANE
SILT FENCE
CONSTRUCTION ACCESS
HOUSE
DRIVEWAY
WELL

Kim Bona

From: Mary Lavallee
Sent: Monday, August 01, 2016 10:34 AM
To: Town Administrator
Subject: Board of Assessment Appeals issues

We have a couple of issues with the Board of Assessment Appeals (BAA) this year.

The first issue is that I need the Board of Selectmen (BOS) need to appoint two additional members to serve for both the 2016 and 2017 sessions. Due to the fact these are revaluation years.

The second is that the current chairman Santo Franzo is selling his house and moving out of town. He will drop off his formal resignation letter later today. This said the BOS will need to appoint another member to fill his vacancy as soon as possible. We have a hearing scheduled for September 17, 2016. I have had much more activity this year so I expect the meeting to be very well attended. One other important detail Robin reminded me of is that the BAA must be balanced. He is a democrat so the position must be filled by a democrat. The other two members are both Republicans.

Thanks,

Mary Lavallee, CCMA II
Assessor
Town of Columbia
323 RT 87
Columbia, CT 06237
860-228-9555
mlavallee@columbiact.org
www.columbiact.org

8/2/16

TO: Town of Columbia

FROM: Santo Franzo

I am resigning my position with the Board of Assessment Appeals effective immediately.

I intend to sell my house and anticipate moving out of Town.

It was a pleasure and an honor serving the Town and residing in Columbia.

Sincerely,

Santo Franzo

Received: August 2, 2016
At: 10:45
Attest: Robin M Benedict
Town Clerk/ Assistant Town Clerk

Kim Bona

From: Garrett McDonald [garrett_m06237@yahoo.com]
Sent: Wednesday, August 03, 2016 2:06 PM
To: Town Administrator
Cc: Mary Lavallee; Carmen Vance; Garrett McDonald
Subject: Vacancy on Board of Assessment Appeals

To the Board of Selectmen:

I learned recently there is a vacancy (D) on the Board of Assessment Appeals. I would like to volunteer to fill this vacancy for the remainder of the current term which expires in November 2017.

I have experience as a prior member of the BAA and also as clerk for the board. Thank you for your consideration.

Linda H. McDonald
410 Route 87
PO Box 213
Columbia, CT 06237

860-942-6062

TOWN OF COLUMBIA
323 Jonathan Trumbull Highway, Columbia, CT 06237
(860) 228-0110 FAX: (860) 228-1952

OFFICE OF THE TOWN ADMINISTRATOR

TO: Columbia Board of Selectmen

FROM: Mark Walter, Town Administrator

DATE: September 6, 2016

RE: PERSONNEL HIRE

RECOMMENDATION OF THE COLUMBIA TOWN ADMINISTRATOR

I recommend that the Columbia Board of Selectmen make the following personnel hire:

Name: Sharon Smith **Tel #:** (860) 818-0146

Address: 7 Erdoni Road
Columbia, CT 06237

Position/Title: Senior CenterSite Server Floater
Starting Date: September , 2016

Benefits: _ FT (benefits) **X** PT (no benefits)
_ PT (benefits) _ Temp/Seasonal (no benefits)

Pay Info: Starts at $13.54 per hour.

Comments: Pending background check.

Signature: _____ **Date:** September 7, 2016
Mark Walter, Columbia Town Administrator

AUTHORIZATION OF THE COLUMBIA BOARD OF SELECTMEN

At its regular meeting of September 6, 2016 the Columbia Board of Selectmen voted in favor of hiring Harold Zanetti *in accordance with the specifications listed above.*

Signature: _____ **Date:** September 7, 2016
Carmen L. Vance, First Selectman

TOWN OF COLUMBIA
323 Jonathan Trumbull Highway, Columbia, CT 06237
(860) 228-0110 FAX: (860) 228-1952

OFFICE OF THE TOWN ADMINISTRATOR

TO: Columbia Board of Selectmen

FROM: Mark Walter, Town Administrator

DATE: September 6, 2016

RE: PERSONNEL HIRE

RECOMMENDATION OF THE COLUMBIA TOWN ADMINISTRATOR

I recommend that the Columbia Board of Selectmen make the following personnel hire:

Name: Harold Zanetti **Tel #:** (860) 874-8235

Address: 24 Whitney Road
Columbia, CT 06237

Position/Title: Part-Time Transfer Station Attendant
Starting Date: September 3, 2016

Benefits: _ FT (benefits) **X** PT (no benefits)
_ PT (benefits) _ Temp/Seasonal (no benefits)

Pay Info: Starts at $13.54 per hour (4 Saturdays per month and on an as needed basis)

Comments: Pending background check, completion of 1-day DEEP required certification course and approval of hire at 9/6/16 BOS meeting.

Signature: _____ **Date:** September 7, 2016
Mark Walter, Columbia Town Administrator

AUTHORIZATION OF THE COLUMBIA BOARD OF SELECTMEN

At its regular meeting of September 6, 2016 the Columbia Board of Selectmen voted in favor of hiring Harold Zanetti *in accordance with the specifications listed above.*

Signature: _____ **Date:** September 7, 2016
Carmen L. Vance, First Selectman

ORDINANCE FOR TRANSFER SI'A'I'ION RECYCLING CENTER 'I'OWN OF COLUMBIA

For the purposes of this ordinance, the words and phrases stated below shall have the following meaning:

"Bulky Waste" means tree trunks, stumps, building materials, furniture, appliances, and other items defined as bulky waste by the regulations of the Department of Environmental Protection.

"Hazardous Waste" means those substances possessing radio-active, caustic, toxic, explosive or pathological properties including those substances considered "hazardous" or "toxic" under any law or regulation of any federal or State of Connecticut agency.

"Recycled" means solid waste that is collected, sorted, separated, treated and altered for the purpose of reuse. Materials to be recycled shall include, but note be limited to, newspaper, white paper, corrugated cardboard, bottles, cans, scrap metal, waste oil and batteries.

"Residence: means real estate containing one or more units that provide housekeeping facilities for its occupants, excluding hospitals, motes and hotels.

"Residential Use" means a use related to a person's residence.

"Solid Waste" means unwanted or discarded solids, liquids, semisolid or contained gaseous materials, including bulky waste and items left to be recycled.

"Transfer Station" means the location or facility owned, rented or leased by the Town specifically designated and set aside for the receipt and transfer of solid waste. The present transfer station is located off Route 6, nest to the town garage. The Town may change the location of the transfer station at any time at its discretion.

USE OF THE TRANSFER STATION

A. Solid waste generated at residences located within the town of Columbia my be brought to the transfer station and such solid waste will be disposed of pursuant to the policies established by the Board of Selectmen and in accordance with directions and signs posted at the transfer station. Only solid waste that is generated at residences, or from locations owned by the Town, may be brought to the transfer station. No solid waste may be deposited at the transfer station by commercial or business entities. All solid waste must be delivered to the transfer station by the occupants or noncommercial owners of such residences.

B. The transfer station shall not accept the following:

- Hazardous waste;
- Septic waste;
- Closed lid paint cans. All paint cans must be clear of liquid and be dried out;
- Large motorized vehicles, such as riding mowers, tractors or cars;
- All other excluded items as may be approved by the Board of Selectmen

C. The Board of Selectmen shall establish fees, hours of operation and procedures for using the transfer station. Any violation of set hours or procedures shall be deemed a violation of this ordinance.

VIOLATIONS

Violation of any sections of this ordinance by any person shall be punishable by on or all of the following:

1. Suspension or revocation of the right to use the transfer station, if at a hearing held after at least five (5) days written notice an individual is found to have violated this ordinance.
2. A fine of not more that $50.00 for each offense, and each day that the violation exists or continues shall be deemed a separate offense.
3. Any other fine or penalty permitted under state or federal law.

INVALIDITY

If any provision of this ordinance or its application to any person, situation or circumstances is held invalid, such invalidity shall not affect any other provision or application of same.

Special Town Meeting:	**December 6, 2005**
Adopted:	**December 6, 2005**
Published:	**December 15, 2005**
Effective:	**December 25, 2005**

1991, each municipality shall: (1) Adopt an ordinance or other enforceable legal instrument setting forth measures to assure the compliance of persons within its boundaries with the requirements of subsection (c) of section 22a-241b and to assure compliance of collectors with the requirements of subsection (a) of section 22a-220c, and (2) provide the Commissioner of Energy and Environmental Protection with the name, address and telephone number of a person to receive information and respond to questions regarding recycling from the department on behalf of the municipality. The municipality shall notify the commissioner within thirty days of its designation of a new representative to undertake such responsibilities. A municipality may by ordinance or other enforceable legal instrument provide for and require the separation and recycling of other items in addition to those designated pursuant to subsection (a) of section 22a-241b.

(g) A municipality may contract with a municipal authority, another municipality, a regional entity, the Materials Innovation and Recycling Authority, a nonprofit organization, a private contractor or any combination thereof for assistance in complying with the requirements of this section.

(h) On or before September 30, 2010, and annually thereafter, each municipality, or its designated regional agent, shall provide a report to the Commissioner of Energy and Environmental Protection describing the measures taken during the preceding year to meet its obligations under this section. The commissioner shall provide each municipality with a form for such report by July 1, 2010. Such form may be amended from time to time. Such report shall include, but not be limited to, (1) a description of the efforts made by the municipality to promote recycling, (2) a description of its efforts to ensure compliance with separation requirements, (3) an identification of the first destinations that received solid waste, including recyclable material generated in the municipality's borders, and (4) the actual or estimated amount of such disposed solid waste and recyclable material that has been delivered to a first destination that is out of state or a Connecticut end user. If such amounts of recyclable material or solid waste are unknown to the municipality, the municipality shall provide the commissioner with the contact information of the collector who transported such recyclable material or municipal solid waste. For the purposes of this subsection, "collector" has the same meaning as in section 22a-220a.

(i) Each municipality shall designate a municipal or regional agent to receive from collectors of solid waste and recyclable items and from operators of resources recovery facilities and solid waste facilities the notices required to be sent to the municipality pursuant to section 22a-220c.

(j) On and after January 1, 1991, the commissioner may issue an order, in accordance with the procedures set forth in section 22a-225, to enforce the requirements of this section and section 22a-241e. If the commissioner determines that a municipality is making insufficient progress in implementing a recycling program he may issue a notice of recycling program deficiency. Thirty days after issuance of said notice the commissioner shall meet with the chief executive officer of the municipality to discuss the deficiency, the municipality's explanations thereof and remedial steps. The municipality at such meeting may cite impediments to the accomplishment of recycling program goals including, but not limited to, the following: The availability of markets; the availability of local processing systems; the availability of regional processing centers; the desirability of alternate utilization techniques; impacts on public health or the environment associated with recycling; or severe economic impact. If the commissioner, after considering such impediments, determines deficiencies still exist which should be remedied, he shall give the municipality further notice and an opportunity to implement remedial steps within ninety days of the receipt of such notice. If after expiration of the ninety-day remedial period, the commissioner determines that the municipal recycling program remains deficient in meeting statutory requirements he may hold a hearing and issue an order. No such order which imposes a duty on the municipality to appropriate funds for the

CRCOG CAPITOL REGION COUNCIL OF GOVERNMENTS
Working together for a better region.

241 Main Street / Hartford / Connecticut / 06106
Phone (860) 522-2217 / Fax (860) 724-1274
www.crcog.org

CAPITOL REGION PURCHASING COUNCIL
FY 2015-2016 Report

May 26, 2016

Carmen Vance
Town of Columbia
323 Route 87
Columbia, CT 06237

Thank you for being a member of the Capitol Region Purchasing Council, a program of the Municipal Services department at the Capitol Region Council of Governments. We recently finished our Annual/Biennial Bid Schedule for 2015-2016 and I'd like to share Columbia's specific benefits as a member and participant.

This year, sixty-two towns participated in our annual and biennial bids by providing their requirements as part of the Invitation to Bid that was submitted to the vendor community. The average savings per bid was $6,900.00, and the total savings for all bids was $1.3 million dollars. In addition to saving on the cost of commodities and services your town uses, the CRPC helps you do more with less by performing the purchasing process for you – all you have to do is make an award by issuing a purchase order to your lowest responsive, responsible bidder.

As a member of CRCOG, membership in the Capitol Region Purchasing Council is included in your dues, which were $6,494.00

In FY 2015-16, Columbia participated in 2 bids.
Your savings for FY 2015-16 is $1,395.84

As a CRCOG and CRPC member, you also have the benefit of participating in other programs of the Municipal Services department, including:

Electricity Consortium
Natural Gas Consortium (*currently on hiatus*)
eziQC® job order contracting program
IT Services Collaborative (including Hosting Services, VoIP, Streaming Video and two Online Permitting systems)

We are here to help, so if you have any questions, problems or suggestions, please call!

Thank you again for your participation!

Regards,

Maureen Goulet

Maureen Goulet
Program Manager - Purchasing

SACCEC 90 South Park Street, P.O. Box 24, Willimantic, CT 06226 Telephone: 860-456-3595 Fax: 860-423-4461 www.saccec.org

RECEIVED JUL 13 2016

July 11, 2016

Ms. Carmen Vance
First Selectwoman
Town of Columbia
323 Jonathan Trumbull Hwy.
Columbia, CT 06237

Dear Ms. Vance:

We wish to thank you for the contribution to the Sexual Assault Crisis Center of Eastern CT, Inc. for fiscal year 2016/2017 in the amount of $500.

Please convey our appreciation to the Town of Columbia for supporting our services to residents. Your assistance is very important in helping us to continue to provide 24-hour accompaniment, crisis intervention and counseling at no cost to victims.

Thank you once again.

Sincerely,

Hope Botti

Hope Botti
Executive Assistant

United Way

CT State Library
Office of the Public Records Administrator

To: Municipal Chief Executive Officer

CC: Town Clerk

From: LeAnn R. Power, CRM, Public Records Administrator

Date: August 19, 2016

RE: **Targeted Grant Contract – FY 2017 Cycle 1**
Historic Documents Preservation Program

Enclosed please find the municipality's copy of the signed contract for its FY 2017 Targeted Grant through the Historic Documents Preservation Program. **We request that you forward a copy of this signed contract to the Town Clerk.**

The municipality may now begin the grant project and expenditures. Please note the following:

- The grant award payment will be processed within thirty days.
- Changes to the grant project or budget require **prior approval**, except for certain budget reallocations of less than 10% of the grant award. Contact the grants staff to discuss any potential change to the vendor, work plan or expenses. If requesting a significant change or a deadline extension, contact the grants staff prior to **April 30, 2017**, as the municipality will be required to submit an amendment request form by that date.
- Grant projects must be completed and funds expended by **June 30, 2017**.
- The final report must be submitted for receipt by September 1, 2017. Grantees are encouraged to submit this report **immediately following completion** of the grant project and expenditures, that is, June 30 or earlier.

For further information, please refer to the FY 2017 Grant Guidelines available online at ctstatelibrary.org/publicrecords/hdpp .

If you have any questions, please contact Kathy Makover at (860) 566 - 1100 ext. 303 or kathy.makover@ct.gov.

CT State Library
Office of the Public Records Administrator

Mark – Please handle C

June 29, 2016

Town Clerk Robin Kenefick
Town of Columbia
Town Hall
323 Route 87
Columbia, CT 06237

RECEIVED JUL 19 2016

RECEIVED JUL 19 2016

RE: Historic Documents Preservation Grant # 030-OI-17, Cycle 1, FY 2017

Dear Town Clerk:

The State Library is pleased to inform you that the Historic Documents Preservation Grant Application for the **Town of Columbia** in the amount of **$4,000.00** has been approved.

To receive the grant, the municipality must now enter into a contract with the State Library.

Please find the following documents enclosed:

1. **Targeted Grant Contract**
2. **Instructions for Returning the Grant Contract**

The Grant Contract must be signed by the Municipal CEO and returned no later than **July 27, 2016**. After it is signed by the State Librarian, copy of the fully executed contract will be returned to the municipality.

Grant work and expenditures may begin only **after** the municipality has received its copy of the fully executed contract.

Grant award payments will be processed within **30 days** after the contract has been fully executed.

Grant work and expenditures must be completed by **June 30, 2017**. The final report should be submitted immediately upon completion of the grant. For complete grant administration requirements, including amendment procedures, see the *FY 2017 Grant Guidelines*.

If you have questions or need assistance, please contact Kathy Makover at kathy.makover@ct.gov or (860) 566-1100 ext. 303.

Sincerely,

LeAnn R. Power

LeAnn R. Power, CRM
Public Records Administrator

Enclosures (2)
cc: First Selectman Carmen Vance

Corr.
8/2

Historic Documents Preservation Program
Connecticut State Library
Hartford, Connecticut 06106

GRANT CONTRACT

Targeted Grant FY 2017, Cycle 1 — Grant #030-OI-17

This contract made between the State of Connecticut, Connecticut State Library (hereinafter "State Library") and the **Town of Columbia** (hereinafter "Contractor") pursuant to C.G.S. §§ 11-8i through 11-8n, inclusive.

WHEREAS, the State Library's Office of the Public Records Administrator administers the Historic Documents Preservation Grant Program ("Program") for the purpose of preserving and managing historic documents;

WHEREAS, all Connecticut municipalities are eligible to apply for a Targeted Grant ("Grant") from this Program; and

WHEREAS, the Contractor is a municipality;

NOW THEREFORE, in consideration of the aforesaid and the mutual promises hereinafter contained the parties do hereby agree as follows:

1. The State Library hereby authorizes a Grant for an amount not to exceed **$4,000.00** (hereinafter "Grant Funds"), for the following (hereinafter referred to as the "Project") as approved in the municipality's Targeted Grant Application on **June 29, 2016**, on file at the State Library:

   Records conversion project to improve access to a collection of public records.

2. The approved Project Budget is as follows:

	Expense Type	Funds Approved
1.	Consultants/Vendors	$ 4,000.00
2.	Equipment	$
3.	Supplies	$
4.	Town Personnel Costs	$
5.	Other (specify)	$
6.	TOTAL	$ 4,000.00

   The Contractor is responsible for any Project expenses greater than the Grant Funds.

3. Contract Period. The Contractor shall complete the Project and expend the Grant Funds as described in the Project Budget within the contract period. The contract period is from **July 1, 2016, or the date of approval of this contract by the State Librarian or, if applicable, the Connecticut Attorney General, whichever is later,** through **June 30, 2017**. Any Grant Funds remaining unexpended on **June 30, 2017**, must be returned to the State Library with the *Project Evaluation/Expenditure Report*.

4. Payment. The State of Connecticut shall assume no liability for payment of services under the terms of this contract until the Contractor is notified that this contract has been approved. Payment to the Contractor shall be processed upon approval of this contract or upon the first day of this contract period, whichever is later.

5. Contract Amendment. To request approval for a change to the Grant's purpose, methodology, budget and/or completion deadline, the Contractor shall submit an *Amendment Request Form*, available on request from the State Library, to the State Library at least two (2) months prior to the then-current end of the contract period. (a) The State Library must approve any changes to the Grant's purpose and/or methodology which are deemed significant by the State Library. (b) The State Library must approve any budget reallocation that exceeds ten percent (10%) of the total Grant Funds. The Contractor may reallocate up to ten percent (10%) of the total Grant Funds among line items contained in the approved Project Budget as detailed in Paragraph 2 of this contract without prior approval. (c) The State Library must approve any extension to the completion deadline. The Contractor must notify the State Library immediately if difficulties arise that could affect the timely completion of all grant work and expenditures. Extensions are at the sole discretion of the State Library and will not be considered except in the most extenuating situations beyond the municipality's control.

6. Final Report. The Contractor shall submit a *Project Evaluation/Expenditure Report*, available on the State Library website at www.ctstatelibrary.org, for receipt at the State Library by **September 1, 2017**. Failure to submit a completed *Project Evaluation/Expenditure Report* for receipt by the due date may result in termination of the Grant and the requirement that the Contractor return the full Grant Funds, as well as loss of eligibility for the next grant cycle. This filing deadline shall not be extended.

7. Insurance. The Contractor agrees that while performing services specified in this contract that it shall carry sufficient insurance (liability and/or other) as applicable according to the nature of the service to be performed so as to "save harmless" the State of Connecticut from any insurable claim whatsoever. If requested, certificates of such insurance shall be filed with the State Library prior to the performance of services.

8. Indemnification. The Contractor agrees to indemnify and hold the State, its officials, agents, and employees harmless from and against any and all claims, suits, actions, costs, and damages resulting from the negligent performance or non-performance by the Contractor or any of its officials, agents, or employees of the Contractor's obligations under this agreement. It is further understood that such indemnity shall not be limited by any insurance coverage which is required herein Paragraph 7.

9. Audit Requirements for State Grants. For purposes of this clause, the word "Contractor" shall be read to mean "nonstate entity," as that term is defined in C.G.S. § 4-230. The Contractor shall provide for an annual financial audit acceptable to the State Library for any expenditure of State-awarded funds made by the Contractor. Such audit shall include management letters and audit recommendations. The State Auditors of Public Accounts shall have access to all records and accounts for the fiscal year(s) in which the award was made. The Contractor will comply with federal and State single audit standards as applicable.

10. Inspection of Work Performed. (a) The State Library or its authorized representative shall at all times have the right to enter into the Contractor's or subcontractor's premises, or such other places where duties under this Contract are being performed, to inspect, to monitor or to evaluate the work being performed in accordance with C.G.S. § 4e-29 to ensure compliance with this contract. The Contractor and all subcontractors must provide all reasonable facilities and assistance to State Library representatives. All inspections and evaluations shall be performed in such a manner as will not unduly delay work. Written evaluations pursuant to this paragraph shall be made available to the Contractor. (b) The Contractor must incorporate this section verbatim into any contract it enters into with any subcontractor providing services under this contract.

11. Refund. The Contractor shall refund any amounts found to be owing to the State as a result of an error or the discovery of any fraud, collusion, or illegal actions and shall make such refund within thirty (30) days from the notice in writing by the State. In the event that the Contractor fails to make such refund, the State shall deduct such amount from any current or future sums owing to the Contractor on the part of the State from any source or for any purpose whatsoever.

12. Governing law. This contract and the rights and obligations of the parties hereunder shall be governed by, and construed in accordance with, the laws of the State of Connecticut.

13. Assignment. The Contractor shall not assign any of its rights or obligations or sublet under this contract, voluntarily or otherwise, in any manner without the prior written consent of the State Library. The State Library may void any purported assignment in violation of this paragraph and declare the Contractor in breach of contract. Any cancellation by the State Library for a breach is without prejudice to the State Library or the State's rights or possible claims.

14. Claims against the State. The sole and exclusive means for the presentation of any claim against the State arising from this contract shall be in accordance with Chapter 53 of the Connecticut General Statutes (Claims Against the State) and the Contractor further agrees not to initiate legal proceedings in any State or Federal Court in addition to, or in lieu of, said Chapter 53 proceedings.

15. Executive Orders. This contract is subject to the provisions of Executive Order No. 3 of Governor Thomas J. Meskill, promulgated June 16, 1971, concerning labor employment practices; Executive Order No. 17 of Governor Thomas J. Meskill, promulgated February 15, 1973, concerning the listing of employment openings; Executive Order No. 16 of Governor John G. Rowland, promulgated August 4, 1999, concerning violence in the workplace, all of which are incorporated into and made a part of the contract as if they had been fully set forth in it. This contract may also be subject to Executive Order 7C of Governor M. Jodi Rell, promulgated July 13, 2006, concerning contracting reforms and Executive Order 14 of Governor M. Jodi Rell, promulgated April 17, 2006, concerning procurement of cleaning products and services, in accordance with their respective terms and conditions. At the Contractor's request, the State Library shall provide a copy of these Executive Orders to the Contractor.

16. Termination. The State may terminate this contract upon thirty (30) days written notice to the Contractor if the Contractor fails to comply with this contract or time schedules to the satisfaction of the State. In the event of such a termination, the State shall not be responsible for any future payments to the Contractor, and the State may recover any payments already made to the Contractor by any available means, including the withholding of grants of funds otherwise due the Contractor from the State.

17. Sovereign Immunity. The parties acknowledge and agree that nothing in this contract shall be construed as a modification, compromise or waiver by the State of any rights or defenses of any immunities provided by Federal law or the laws of the State of Connecticut to the State or any of its officers and employees, which they may have had, now have or will have with respect to all matters arising out of this contract. To the extent that this section conflicts with any other section, this section shall govern.

18. Entire Agreement. This written contract shall constitute the entire agreement between the parties and no other terms and conditions in any document, acceptance or acknowledgment shall be effective or binding unless expressly agreed to in writing by the State Library. This contract may not be changed other than by a formal written contract amendment signed by the parties hereto and approved by the Connecticut Attorney General, if applicable. This contract shall be binding upon and shall inure to the benefit of the Contractor and its successors.

IN WITNESS WHEREOF, the parties have executed this Contract by their duly authorized representatives with full knowledge of and agreement with its terms and conditions.

Municipality:

Carmen Vance — 7/18/16

Signature of Municipal CEO, duly authorized — Date

Carmen L. Vance — First Selectman, Town of Columbia

Name (Print Clearly) — Title (Print Clearly)

323 Route 87, Columbia, Ct. 06237

Municipality Name and Mailing Address (Print Clearly)

Connecticut State Library:

Kendall F. Wiggin — 8/10/2016

Kendall F. Wiggin, State Librarian — Date

CONNECTICUT ATTORNEY GENERAL approved as to form:

_X_ This contract, prepared on a template previously reviewed and approved by the Connecticut Attorney General, is therefore exempt from individual review and approval pursuant to a Memorandum of Agreement between the Connecticut State Library and the Connecticut Attorney General on **June 10, 2014**; or

_____ This contract template has been modified and therefore is subject to review and approval by the Connecticut Attorney General.

By: _____ Title

Date: _____

For STATE LIBRARY Use Only:

Fund	Department	SID	Program	Account	Project	Budget Ref.
12060	CSL66094	35150	73001	55070	CSL_Non. Proj.	2017

Rev. 06/2014

When state environmental officials this week designated five new "Important Bird Areas," they were doing much more than pleading for a few warblers. Those areas represent just a portion of the critical forest land across the state that needs protection.

It's a mission that everyone in the state — public and private landowners, developers, legislators, municipal officials and bird-watchers — must take seriously.

The bird areas, covering nearly 200 square miles, include uninterrupted stretches of forest on public and private lands. In the Connecticut Audubon Society's 2015 "State Of The Birds" report, scientists reported that many forest areas in the state have been fragmented by development — houses, parking lots, malls, buildings and so forth. That presents challenges to many individual species, including birds, as well as the biological diversity of the forests as a whole. Preserving the bird areas would be a proper step in fighting such fragmentation.

On a larger scale, in 1997 Connecticut set a goal of protecting 21 percent — or 673,210 acres — of the land in the state by 2023, by acquiring parcels itself or by giving grants to towns, land trusts or other nonprofits in exchange for easements.

So far, 72 percent of the overall goal has been met, according to the state Department of Energy and Environmental Protection. It's a commendable achievement. But reaching the goal in the time that remains is a challenge.

Nearly half of the 21 percent goal is land to be acquired by the state. The DEEP estimates that the state will need more than $481 million to meet its share by 2023 and that its partners will need $450 million to meet theirs. Officials say those estimates might be high, because it's challenging for the state to keep track of protected open space that remains in private hands.

As the DEEP acknowledged in a March 2016 draft of its "Green Plan," its roadmap to meeting the goal, the chances of getting that kind of money in today's economic climate are slim. The agency is also seeking land donations, private grants and cost-sharing deals.

The Community Investment Act, a major source of funding for the DEEP's protection efforts, was slashed last year, and money taken from real estate transfers was diverted to the general fund.

But devoting funding to protect the state's natural resources is one of the best long-term investments that Connecticut residents can make. Safe drinking water, clean air and soil, flood protection, erosion control, pest control and more all depend on a healthy environment.

The state's heavily forested watersheds "help safeguard the water supplies by acting as a natural filter and buffer to potential contaminants," according to the Metropolitan District. Imagine the cost of

treating the 40 billion gallons of water in the Barkhamsted and Nepaug reservoirs that supply Hartford if the forests didn't do most of the work.

Open spaces and protected areas help attract businesses and tourists who love the state's rolling wooded hills. Hikers, bikers, anglers and outdoor enthusiasts of every stripe take to Connecticut's woods at every opportunity. Risking the integrity of those areas would cut at the state's core priorities.

A recent report on climate change also points to other significant challenges to the state's natural resources.

While the Audubon designation of "Important Bird Areas" doesn't compel or prohibit any development, it does encourage landowners and municipalities in the areas to work with the Audubon Society and the DEEP to find funding or environmentally friendly solutions to land issues.

And raising public awareness may be, in the long run, one of the most effective ways to protect the state's environmental assets. There are about 1.8 million acres of forest land in Connecticut, and the state has control of only 200,000 to 250,000 acres. The importance of privately owned woodlands to the overall environment can't be overestimated. Designations of wildlife areas help bring residents to the discussion.

Landowners and municipalities, along with legislative leaders, must redouble their commitment to finding creative ways to protect Connecticut's open space.

It's not just about the birds. It's about the health of the entire state — its economy, its residents and its future.

New administrator settles in

Walter hits the ground running in Columbia

By KIMBERLY WETZEL
Chronicle Staff Writer

COLUMBIA — Not long into his new job, the town's new town administrator said he believes "it will be a great fit."

Mark Walter left his post as the first selectman of East Haddam on June 30, and he "jumped right in" as new town administrator of Columbia July 1 at a salary of $98,000.

Walter, 56, of East Haddam, came highly recommended and said he hopes to make this a long-term career move.

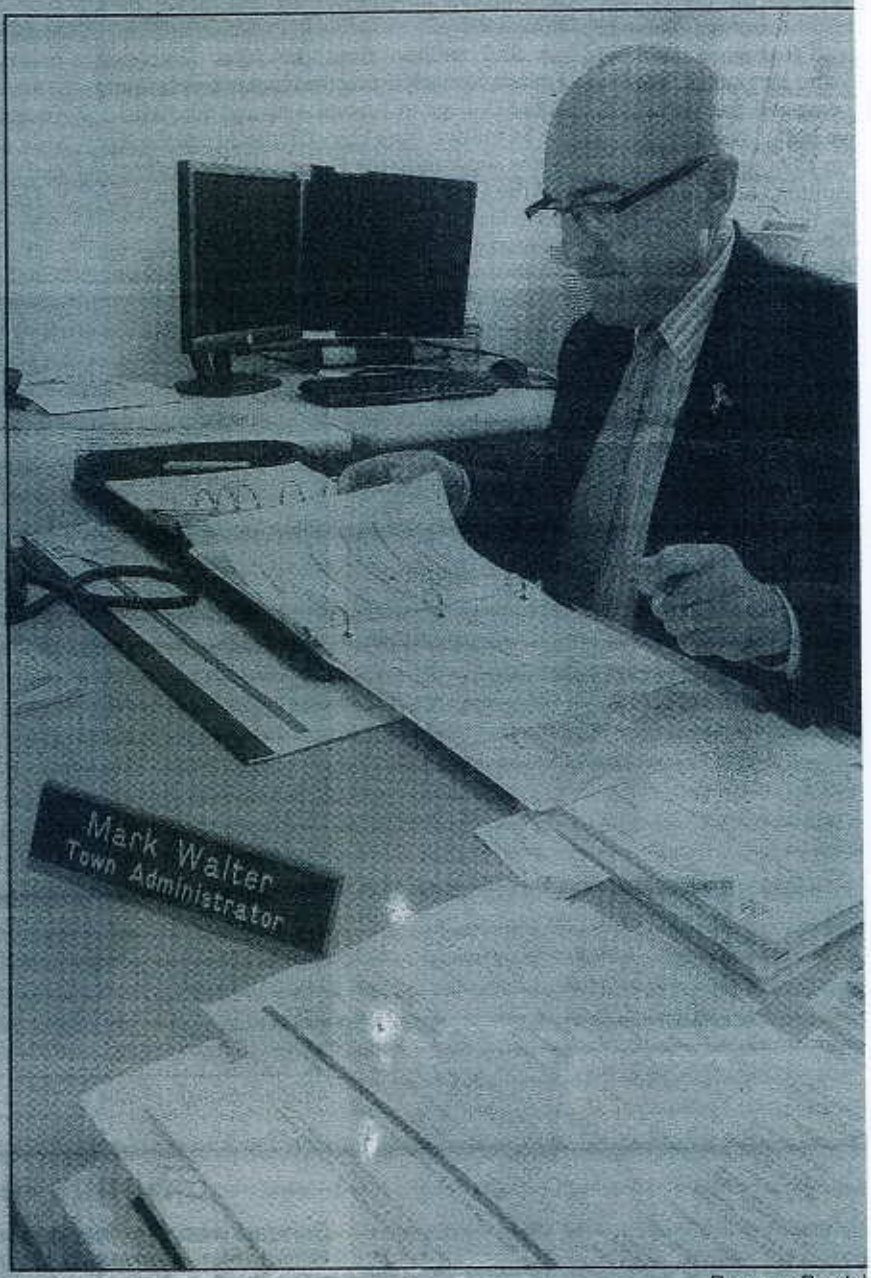
"I enjoyed working nine years in East Haddam and I'm looking forward to bringing what I learned there to Columbia to see if I can help," said Walter.

He has been actively meeting residents and board members, adding town volunteers are excellent stewards for the town, and he was given an opportunity to meet many town residents at the local Fourth of July parade last month.

Walter said residents are welcome to contact him any time and he has an "open-door policy" and is happy to listen to what residents have to say.

He also encourages residents to "friend" him on Facebook, under Mark Walter, where he will post happenings around town.

(New town administrator, Page 4)



Roxanne Pandol

Columbia Town Administrator Mark Walter looks over some information a his desk at Columbia Town Hall recently. Walter became Columbia's nev town administrator in July.

New town administrator settles in

(Continued from Page 1)

He's already included pictures from the town's annual Fourth of July parade and will use the social media outlet to "push out things the town might want to know."

Official town news will still be posted on the town's site, columbiact.org.

As the new town administrator, Walter has been busy getting project updates, such as the ongoing library renovations and a planning meeting for Recreation Park — of which the town is working on creating a master plan to include both active and passive recreation enhancements.

"It's very similar to East Haddam," Walter said. "We take a lot of pride in our lakes and rivers and our history. It's a beautiful place to live and it seems Columbia values those same assets."

The board of selectmen unanimously agreed to hire Walter, citing his experience and good character, after former town administrator Natasha Nau was fired in April, just shy of working one year.

He said he decided to start in his new position right away since the post was left vacant for several months and he had a lot to catch up on.

"Luckily we have very dedicated and great employees who know what they're doing," Walter said. "They put a lot of extra effort in."

Walter served in his post as the first selectman of East Haddam starting in 2007 and was one of the original applicants during the last search for a town administrator, when there was a pool of 24 candidates.

He brings with him years of experience where he was responsible for supervising 60 people, managing a $13 million town government budget, securing federal and state grants and loans, and bargaining with five unions at his post in East Haddam.

He will continue to work on initiatives for townspeople, but now his work will benefit townspeople of Columbia.

He will be working on preserving open space and ensuring public safety — initiatives a small town like Columbia welcomes.

Walter said he will try to make sure the national issue of opioid addiction and overdosing "is not a Columbia problem" by incorporating ways to educate the public.

Walter said his biggest challenge will most likely be at the state level.

He said he plans on taking a serious look at the upcoming budget and planning for the town's future.

"That's really hard with the way the state's economy is," Walter said. "The state's the problem right now" with the "present financial situation" with a lot of funding cut from state aid to school and road systems.

"If that keeps getting cut, that will throw the burden onto the local tax base," Walter said.

Walter is still active on the Connecticut Conference of Municipalities, the Connecticut Council of Small Towns and Connecticut Interlocal Risk Management Agency, of which he said he could "bring back best practices and strategies that will help Columbia."

Walter has a business administration degree from the University of Mount Union, in eastern Ohio, and a master's degree from Northeastern University in Boston.

Walter has held various jobs in sales management in the printing industry prior to his role of becoming a public servant.

However, "every company got hit really hard by the internet," which led to his career change.

In his new post, Walter said he will "just try to treat everybody with respect" despite what their opinions may be, since everyone's voice needs to be heard.

However, at the end of the day there's usually a vote that needs to be made.

"I will be working closely with the board of selectmen to really give them the information they need to ultimately make the decisions," Walter said.

Walter has been married to his wife, Nancy, for 33 years and they have three grown children, Hayley Walter, 28, Drew Walter, 26, and Lydia Walter, 21.

The family also has three dogs, chickens and a rabbit — a pet that came home with his youngest daughter from college.

He said all three of his children started a business when they were still living at home "to try to teach the kids where money comes from and how hard it is to run a business."

He would act as the "banker" and each of the kids chose something they were interested in. He said Hayley Walter opened up her own fashion business, Drew Walter opened up a landscaping business at the age of 12 and Lydia Walter opened up a chicken and egg business.

And now as young adults, Hayley Walter is a fashion designer at Bennett and Co., a high-end lingerie manufacturing and design company in Massachusetts, and is the owner of her own swimwear company, Drew Walter owns Wild Edge Inc., a wildlife management company, as well as a landscaping business, and Lydia Walter is working on becoming a physician's assistant.

He said the children got their education in East Haddam — a small town just like Columbia.

"You're exposed to a lot of unique things when you're in a rural town," Walter said.

Anyone who would like to contact Walter may visit during regular office hours, call (860) 228-0110 or e-mail townadministrator@columbiact.org.

Covenant Soup Kitchen

220 Valley Street, Willimantic, CT 06226
www.CovenantSoupKitchen.org
860-423-1643

July 2016

Dear Town of Columbia,

Thank you! We received your donation of $500.00 (five hundred dollars). Because of you, we can continue to serve our community, and provide our guests with a loving, nurturing, and healthy place to have a meal where they feel welcomed and wanted.

We would like to extend an offer to have you visit or volunteer in our Kitchen and/or Pantry; see some of the 140,000+ meals we provide every year, the thousands of people that YOU rescue from having to go to bed hungry, each night.

Thank you again for your investment in Covenant Soup Kitchen and our community. Thank you for your belief that our guests deserve the nourishment they need to survive with dignity and respect that we at the Kitchen can provide.

Sincerely,

Shirley Surette

With the Staff, Guests, and Board of Directors of Covenant Soup Kitchen

Covenant Soup Kitchen
220 Valley Street, Willimantic, CT 06226
www.CovenantSoupKitchen.org
860-123-1643

July 2016

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Sincerely,

With the Staff, Guests, and Board of Directors of Covenant Soup Kitchen

State of Connecticut

Commanding Officer
Lieutenant Eric Murray

Connecticut State Police
Troop K - Colchester

Executive Officer
Master Sergeant Robert Grega

Date: August 2, 2016

Ms. Carmen Vance
Columbia First Selectman
323 Jonathan Trumbull Highway
Columbia, CT 06237

Dear Ms. Carmen Vance

This correspondence is an effort to keep you apprised of the monthly police services occurring within the Town of Columbia.

During the month of July 2016 the Columbia Resident Trooper as well as Troop K Troopers responded to 298 Calls for Service in the Town of Columbia. Of these Calls for Service the most notable are:

Accidents:	9
Burglaries:	0
Larcenies:	1
Other Criminal:	4
Other Non-Criminal:	2
Non Reportable Matters:	169

Other Noteworthy Events (List):

One fatal accident

In addition to the above investigations Troopers conducted the following motor vehicle enforcement:

On-Sight DWI:	2
Traffic Citations:	83
Written Warnings:	43

Sincerely,

Lieutenant Eric Murray
COMMANDING OFFICER
Troop "K" Colchester, CT

15A Old Hartford Road
Colchester, Connecticut 06415
Phone (860) 537-7500
FAX (860) 537-7550

Kim Bona

From: Kim Bona
Sent: Tuesday, August 02, 2016 11:13 AM
To: Kim Bona
Subject: RE: DEEP has Adopted the Comprehensive Materials Management Strategy - Here's What it Means for Municipalities

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From: Sawyer, Lee [mailto:Lee.Sawyer@ct.gov]
Sent: Tuesday, July 26, 2016 5:35 PM
Subject: DEEP has Adopted the Comprehensive Materials Management Strategy - Here's What it Means for Municipalities

Good Afternoon,

As a follow-up to the draft Comprehensive Materials Management Strategy that was sent for your review in March 2016, I am writing to share with you the final adopted Comprehensive Materials Management Strategy ("CMMS") required pursuant to Public Act 14-94 and Section 22a-241a of the Connecticut General Statutes. The CMMS comprises the revised State Solid Waste Management Plan and reflects extensive public comments received by DEEP. In accordance with the Regulations of Connecticut State Agencies, DEEP will also mail you a letter containing this information in the coming days.

To review the CMMS and other information related to the planning process, please visit www.ct.gov/DEEP/CMMS.

The CMMS reaffirms the solid waste management hierarchy to reduce, reuse, recycle, compost and other wise divert waste from needless disposal. A collaborative effort between DEEP and municipalities is necessary to prepare for a decrease in trash disposal capacity at the state's waste-to-energy facilities in the next few years, and the associated increase in the cost of disposal. DEEP estimates that if the state's rate of waste generation remains constant, the statewide cost of disposal will increase by at least $25 million per year by 2024. This can be avoided through a 10 percent reduction in waste generation, an increase in recycling, and a statewide focus on the development of new infrastructure for materials management. DEEP also estimates that increasing the state's diversion rate to just 40% will save municipalities $35 million a year.

The CMMS focuses on meeting the state's goal of 60 percent diversion from disposal by:

- Reducing waste and increasing recycling at the local level.
- Fast-tracking the deployment of new technologies that more effectively sort recyclables and recover energy and materials of value from waste.
- Encouraging greater responsibility and participation by corporations in sustainable materials management.

Among other actions, the adopted CMMS seeks to clarify the important role of municipalities in waste reduction and recycling, while acknowledging the limited resources available to cities and towns. Specifically, the CMMS calls for all municipalities to ensure compliance with statutory provisions by December 2017, and the phase-in of best practices including (1) increasing the availability of public information on recycling, (2) implementation of a waste reduction initiative, i.e. unit-based-pricing, and (3) implementation of adequately

sized curbside recycling containers in towns where collection is provided as a municipal service. You will find further information on these actions beginning on page 48 of the CMMS.

DEEP will provide support for municipalities, including state-led compliance assurance and enforcement of recycling by businesses, a new statewide promotional campaign that will include the creation of additional educational resources that can be used locally, and, as the budget allows, a continuation of grant programs geared toward supporting improvements to municipal diversion systems.

In the coming months, DEEP will provide further information on CMMS implementation, as well as opportunities to receive training and share best practices. To keep apprised of DEEP's implementation efforts of the CMMS, we encourage all municipalities to join the Solid Waste Advisory Committee listserv at http://www.ct.gov/deep/cwp/view.asp?a=2718&q=332482&deepNav_GID=1646.

We look forward to working supportively with you to help achieve the state's diversion goal and reign in the escalating cost of disposal.

Lee Sawyer
Project Manager
Bureau of Materials Management and Compliance Assurance
Connecticut Department of Energy and Environmental Protection
79 Elm Street, Hartford, CT 06106-5127
P: 860.424.3332 | C: 860.899.7821 | E: Lee.Sawyer@ct.gov

Connecticut Department of
ENERGY &
ENVIRONMENTAL
PROTECTION

www.ct.gov/deep

Conserving, improving and protecting our natural resources and environment;
Ensuring a clean, affordable, reliable, and sustainable energy supply.

Town of Columbia CT

Savings Report by Month

6/30/2016 12:00:00 AM -

Year	Month	Total Claims	Total Cards Used	Member Rx Cost	Avg. Member Rx Cost	Price Savings	Avg. Price Savings	% Savings
2013	Mar-13	3	2	$29.78	$9.93	$17.94	$5.98	38%
2013	Apr-13	8	5	$322.40	$40.30	$131.88	$16.49	29%
2013	May-13	12	8	$500.08	$41.67	$141.25	$11.77	22%
2013	Jun-13	12	7	$357.18	$29.77	$181.46	$15.12	34%
2013	Jul-13	16	9	$570.56	$35.66	$1,447.48	$90.47	72%
2013	Aug-13	12	9	$384.81	$32.07	$1,933.57	$161.13	83%
2013	Sep-13	20	7	$729.59	$36.48	$1,118.59	$55.93	61%
2013	Oct-13	19	10	$712.18	$37.48	$2,575.35	$135.54	78%
2013	Nov-13	7	5	$173.51	$24.79	$1,272.68	$181.81	88%
2013	Dec-13	12	5	$474.25	$39.52	$713.72	$59.48	60%
2013	Year Total:	121	67	$4,254.34	$35.16	$9,533.92	$78.79	69%
2014	Jan-14	11	7	$527.21	$47.93	$1,672.48	$152.04	76%
2014	Feb-14	16	10	$515.77	$32.24	$1,270.31	$79.39	71%
2014	Mar-14	4	3	$126.09	$31.52	$105.98	$26.50	46%
2014	Apr-14	18	9	$519.85	$28.88	$729.38	$40.52	58%
2014	May-14	13	7	$1,073.45	$82.57	$1,264.05	$97.23	54%
2014	Jun-14	7	6	$124.40	$17.77	$213.46	$30.49	63%
2014	Jul-14	5	4	$67.80	$13.56	$111.94	$22.39	62%
2014	Aug-14	12	9	$526.22	$43.85	$995.70	$82.98	65%
2014	Sep-14	6	4	$191.18	$31.86	$338.31	$56.39	64%
2014	Oct-14	10	6	$226.94	$22.69	$420.98	$42.10	65%
2014	Nov-14	10	6	$377.81	$37.78	$229.43	$22.94	38%
2014	Dec-14	8	4	$346.66	$43.33	$205.58	$25.70	37%
2014	Year Total:	120	75	$4,623.38	$38.53	$7,557.60	$62.98	62%
2015	Jan-15	13	6	$182.65	$14.05	$138.36	$10.64	43%
2015	Feb-15	11	7	$152.14	$13.83	$490.96	$44.63	76%
2015	Mar-15	8	5	$364.50	$45.56	$75.83	$9.48	17%
2015	Apr-15	8	4	$112.32	$14.04	$463.51	$57.94	80%
2015	May-15	8	5	$96.86	$12.11	$535.49	$66.94	85%
2015	Jun-15	9	6	$179.16	$19.91	$172.36	$19.15	49%
2015	Jul-15	11	5	$449.47	$40.86	$389.73	$35.43	46%
2015	Aug-15	10	6	$218.89	$21.89	$426.94	$42.69	66%
2015	Sep-15	9	7	$411.09	$45.68	$323.65	$35.96	44%
2015	Oct-15	14	6	$299.09	$21.36	$599.59	$42.83	67%
2015	Nov-15	14	7	$210.48	$15.03	$443.38	$31.67	68%
2015	Dec-15	9	7	$524.35	$58.26	$888.07	$98.67	63%
2015	Year Total:	124	71	$3,201.00	$25.81	$4,947.87	$39.90	61%
2016	Jan-16	7	5	$189.98	$27.14	$382.61	$54.66	67%
2016	Feb-16	6	5	$152.28	$25.38	$477.96	$79.66	76%
2016	Mar-16	2	3	$92.41	$46.21	$5.17	$2.59	5%
2016	Apr-16	8	3	$192.90	$24.11	$492.02	$61.50	72%
2016	May-16	4	3	$45.44	$11.36	$5.04	$1.26	10%
2016	Jun-16	6	5	$582.34	$97.06	$103.81	$17.30	15%

2016	Year Total:	33	24	$1,255.35	$38.04	$1,466.61	$44.44	54%
Total		398	237	$13,334.07	$33.50	$23,506.00	$59.06	64%

Town of Columbia CT

Savings Report by Month

7/31/2016 12:00:00 AM -

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2016	May-16	4	3	$45.44	$11.36	$5.04	$1.26	10%
2016	Jun-16	6	5	$582.34	$97.06	$103.81	$17.30	15%

2016	Jul-16	3	3	$108.34	$36.11	$24.44	$8.15	18%
2016	Year Total:	36	27	$1,363.69	$37.88	$1,491.05	$41.42	52%
Total		401	240	$13,442.41	$33.52	$23,530.44	$58.68	64%

At no cost to you, we would like to share some simple steps you can take at home that will help you protect your family against fire. In addition, the Red Cross will install FREE smoke alarms within your home. Visits generally last 20 minutes and can be scheduled at your convenience.

During your home visit, you will receive:

- Installed smoke alarms if needed
- Guidance in the development of a Family Disaster Plan
- Valuable emergency preparedness tips and information

All demonstration and installation services will be performed by Red Cross-trained volunteers and/or licensed/insured professionals.

To schedule your visit, register at www.redcross.org/ct/schedule-a-visit or call 1-877-287-3327 and choose option 1.

If you are interested in becoming a Red Cross volunteer, please email:

American Red Cross

COLUMBIA SCHOOL SYSTEM
LOL FEARON, SUPERINTENDENT
3 SCHOOLHOUSE ROAD
P.O. Box 166
COLUMBIA, CT 06237
860-228-8590
860-228-8592 (FAX)
LFearon@HWPorter.org

Mark Walter, Administrator
Town of Columbia
323 Route 87
Columbia, CT 06237

August 29, 2016

Dear Mark,

I wanted to take a moment to thank you on behalf of the school administration and Board of Education for the wonderful work that the DPW, under George's guidance, did for the H. W. Porter School this summer. The whole crew has been involved in the playscape project, the removal of the bleachers, preparing the parking lots and grounds work. Each project was completed on time and to the highest of standards.

The work on the playscape and bleachers are great examples of the cooperation that exists between the town and Board of Education. The playscape is a true joint venture and we are lucky to have Marc Vozza and George Murphy together with Mike Sylvester to oversee the entire project. Porter now has a great playscape which will be well-used by our students and the community. From the beginning, Marc has involved us in each step from design choice to installation. The DPW workers removed the old structure, prepared the site and oversaw the final stages. This has also been a joint budgetary venture that has put us 2 years ahead of the replacement schedule and at a lower cost to the town.

The bleachers project, when completed, will give us a safer space for our annual middle school musical/play. In addition, we will increase our storage space in the cafeteria. Again, the DPW has been important to the overall success of the project. Removal of the bleachers was no easy task. I don't think I've seen that many bolts used to hold a structure together! We are now ready to move on to phase 2.

Mark, please pass on my thanks to George and each member of the DPW and to Marc Vozza. They are all much appreciated by the school community.

Sincerely,

Lol Fearon, Superintendent

Enclosures

CC: Carmen Vance, Columbia First Selectman
Christopher Lent, Board of Education Chairman