

**MEETING MINUTES**  
**COLUMBIA BOARD OF SELECTMEN**  
**Tuesday, October 6, 2020 – 7:00 pm**  
**Adella G. Urban Administrative Offices Conference Room**  
**323 Route 87, Columbia, CT**

**Members Present via Remote Access:** Steven M. Everett, First Selectman; Robert Hellstrom, Deputy Selectman; Judy Ortiz, Selectman; William O'Brien, Selectman; Lisa Napolitano, Selectman.

**Also Present via Remote Access:** Mark Walter-Town Administrator, Ann Dunnack-President of West St. Cemetery and Chairman of Open Space, Flo Polek-Board Clerk, Millie Ramsey, Jason Nowasad, Jerry James and one other.

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

- 1. MOMENT OF SILENCE:** S. Everett asked that during the moment of silence we remember our nation, our President, and Supreme Court Judge Ruth Bader Ginsberg.
- 2. APPROVAL OF AGENDA:** S. Everett MOVED to Approve the Agenda as presented. MOTION CARRIED 5.0.
- 3. APPROVAL OF MINUTES:**
  - 3.1 BOS Regular Meeting Minutes September 15, 2020.** S. Everett MOVED to Approve BOS Regular Meeting Minutes for September 15, 2020. MOTION CARRIED 5.0.
- 4. AUDIENCE OF CITIZENS:** None.
- 5. OLD BUSINESS:**
  - 5.1 Approval of Job Descriptions for Department of Public Works Director and Community Social Services Worker.** S. Everett MOVED to Approve the Job Descriptions for Department of Public Works Director. MOTION CARRIED 5.0. S. Everett MOVED to Approve the Job Descriptions for Community Social Services Worker. J. Ortiz would like a few changes made to the job description. S. Everett withdrew his motion to approve the job description of Community Social Worker and table item to the next meeting.
- 6. NEW BUSINESS:**
  - 6.1 Approval of Job for Facilities Manager/Building Official and Facilities Maintainer.** S. Everett MOVED to Approve the Job Descriptions for Facilities Manager/Building Official. MOTIONED CARRIED 5.0. S. Everett MOVED to Approve the Job Descriptions for Facilities Maintainer. MOTIONED CARRIED 5.0.

**6.2 Application for the 2020 CT Livable Communities Grant.** S. Everett MOVED to Approve the Town of Columbia application for the 2020 CT Livable Communities Grant as presented. MOTIONED CARRIED 5.0

**6.3 Air Line Trail State Park Marketing Brochure Proposal – 2020 Regional Marketing Partnership Program.** S. Everett MOTIONED to Partner in with Air Line Trail State Park Marketing Brochure with the investment of \$1,000. MOTIONED CARRIED 5.0

**7. COLUMBIA LAKE / DAM / BEACH:** None.

**8. APPOINTMENTS / RESIGNATIONS:**

**8.1** Appointment of Jason Nowosad as Building Official. S. Everett stated: In accordance with section 29-260 of the Connecticut State Statutes and Section 103 of the Connecticut Building Code, we hereby appoint Jason Nowosad as Columbia’s Building Official. S. Everett MOTIONED to Appoint Jason Nowosad as Columbia’s Building Official. MOTION CARRIED 5.0.

**9. TOWN ADMINISTRATOR REPORT:**

**9.1 COVID Update**

- FEMA
- EHHD

**9.2 School/Annex Generator Installation Update**

**9.3 Thank you from Lou Scotti for 2018/19 Annual Report Dedication.**

**10. CORRESPONDENCE:**

**10.1 Registrar of Voters November 3, 2020 State Election.**

**10.2 October 2020 Town Administrators Monthly Newsletter.**

**11. BUDGET:**

**11.1 Transfers:** S. Everett MOVED to Approve the Transfers Totaling \$2,676.00 as noted here. MOTION CARRIED 5.0.

**11.2 Refunds:** S. Everett MOTIONED to APPROVE Refunds in the amount of \$748.50 for the respective items listed. MOTIONED CARRIED 5.0

**12. APPROVE PAYMENT OF BILLS:** S. Everett MOTIONED to AUTHORIZED the Payment of Bills in the amount of \$219,139.35. Questions were raised regarding the savings on the solar panels and the maintenance of them. MOTIONED CARRIED 5.0

**13. AUDIENCE OF CITIZENS:** None.

**14. BOARD MEMBER COMMENTS:** None.

**15. EXECUTIVE SESSION: 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).** S. Everett MOVED to go into Executive Session at 7:34 PM and invited Mark Walter to join the Executive Session. MOTION CARRIED 5.0. S. Everett MOVED to Adjourn the Executive Session at 7:39 PM. MOTION CARRIED 5.0.

**16. ADJOURNMENT:** S. Everett MOVED to Adjourn the meeting at 7:33 PM. MOTION CARRIED UNANIMOUSLY.

**Respectfully submitted by Flo Polek, Board Clerk. Please see the minutes of subsequent meetings for approval of these minutes and any corrections hereto.**