

**REGULAR MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, November 20, 2018 – 7 pm
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT**

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

Also Present: Town Administrator, Mark Walter, Michele Firestone, Reporter from *The Chronicle*.

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

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
2. **APPROVAL OF AGENDA:** S. Everett MOVED to add to the Agenda under Old Business, 5.1: Salt Shed Bid Results and Discussion: and under the Administrator's Report, 9.7: Update on The Satisfaction of Delinquent Tax Sale; and to add under Correspondence, 10.3: Letter of Support to DEEP for the Recreational Trails Grant Application. MOTION CARRIED 4.0. S. Everett MOVED to Approve the Agenda as amended for November 20, 2018. MOTION CARRIED 4.0.
3. **APPROVAL OF MINUTES:**
- 3.1 **BOS Regular Meeting Minutes for October 16, 2018.** W. O'Brien MOVED to approve the BOS Regular Meeting Minutes for October 16, 2018. MOTION CARRIED 5:0.

R. Bogue arrived at 7:08 pm

4. **AUDIENCE OF CITIZENS:** Ann Dunnack, 103 Lake Rd.
5. **OLD BUSINESS:**
- 5.1 **Salt Shed Bid Results and Discussion.** M. Walter explained that there were five bidders. Anchor Engineering Services recommendation for award is to the low bidder, Zlotnick Construction, Inc. with a lump sum base bid price of \$271,300.00. M. Walter explained that the salt shed was budgeted for \$250,000 and that with the lowest bid coming in higher than what was budgeted there are several options available to reduce or meet the total cost of the salt shed. He also noted that recent test pits that were performed at the site confirmed that there are unsuitable soils that will need to be removed and replaced. He stated that the DPW will be able to remove the soil and replace with existing fill
6. **NEW BUSINESS:**
- 6.1 **Resolution for Homeland Security Grant Program.** S. Everett MOVED to adopt the Homeland Security Grant Program RESOLUTION as presented. MOTION CARRIED 5.0
- 6.2 **BOS 2019 Schedule.** S. Everett requested that the November 5, 2019 date be moved to November 12, 2019; all other dates remain. S. Everett MOVED to approve the 2019 BOS meeting schedule. MOTION CARRIED 5.0.

- 6.3 **Approval of Budget Schedule for FY 2018-19.** M. Walter presented a draft budget schedule for FY 2018-19 for the BOS to review.
- 6.4 **Set and Discuss Tri-Board Meeting on 12/12/18 at 7:00 pm.** S. Everett MOVED to set the date for the Tri-Board meeting on 12/12/18 at 7:00 pm and invite BOE and FiPAC to that meeting. MOTION CARRIED 5.0
7. **COLUMBIA LAKE / DAM / BEACH:**
- 7.1 **Application for Shirley Shepard to repair an existing dock at 90 Route 87.** W. O'Brien MOVED to approve the application for Shirley Shepard to repair an existing dock at 90 Route 87, contingent upon the conditions set forth by LMAC. MOTION CARRIED 5:0.
- 7.2 **Application for Diane Sadlon (Ronald V. Stephens Trust), to repair an existing seawall and replacement of an existing wooden dock at 22A Lake Rd.** S. Everett MOVED to approve the application for Diane Sadlon (Ronald V. Stephens Trust), to repair an existing seawall and replacement of an existing wooden dock at 22A Lake Rd, contingent upon the conditions set forth by LMAC. MOTION CARRIED 5.0.
8. **APPOINTMENTS / RESIGNATIONS:** None
9. **TOWN ADMINISTRATOR REPORT:**
- 9.1 **AHM 2017-18 Data Summary.** M. Walter explained that AHM was at the Youth Services meeting and AHM provided a data summary for 2017-18.
- 9.2 **Sustainable CT.** M. Walter explained that this initiative was kicked off by Ann Dunnack and the Columbia Conservation and Agriculture Commission (CCAG). The CCAG provided a letter to the BOS requesting the town to pursue certification in the Sustainable CT program. M. Walter explained that the municipalities choose Sustainable CT actions, implements them, and can earn points toward certification. He also noted that there is no cost to the town to participate in the program. Steven and Mark will attend the first meeting on 12/14/18 at Three Rivers Community College. S. Everett MOVED to approve the resolution for the Town of Columbia to support participation in the Sustainable CT Municipal Certification Program. MOTION CARRIED 5.0.
- 9.3 **CVFD Independent Auditors Report.** M. Walter explained that the auditor's report is available to the BOS if they would like to review.
- 9.4 **Capital Project Update.** M. Walter provided the BOS with a list of capital projects that have been completed and in progress.
- 9.5 **Markell Appraisal.** M. Walter stated that he will be requesting an appraisal of the Markell property as authorized by the BOS.
- 9.6 **Update on Financial Advisor's Pension Plan Analysis.** M. Walter stated that MML Investors Services LLC is recommending Empower Retirement Government for the retirement Plan Sponsor and will result in a savings of \$44,967.00.
- 9.7 **Update on The Satisfaction of Delinquent Tax Sale.** M. Walter stated that the Town originally had four properties on the tax sale. Three properties came back to redeem their properties and one was sold.
10. **CORRESPONDENCE:**
- 10.1 **Monthly State Police Report.**
- 10.2 **Letter of Appreciation for Carol Price and Mary Lavallee.**

10.3 Letter of Support to DEEP for the Recreational Trails Grant Application.

11. BUDGET:

11.1 Transfers: R. Bogue MOVED to approve the Transfers totaling for \$2,023.00. MOTION CARRIED 5.0.

| TRANSFER #/AMOUNT | FROM A/C#, DESCRIPTION | TO A/C#, DESCRIPTION |
|--------------------------|-------------------------------------|-------------------------------------|
| 2019 #006 / \$1,400.00 | 28-4270-600 / Repairs & Maintenance | 28-4270-515 / Contractual Services |
| 2019 #007 / \$423.00 | 10-4310-500 / Professional/Tech | 10-4310-600 / Repairs & Maintenance |
| 2019 #008 / \$200.00 | 10-4130-520 /Printing | 10-4130-110 / Postage |

11.2 Refunds: S. Everett MOVED to approve the refunds for \$199.19, Toyota Lease Trust; \$109.72, Vault Trust; \$39.42, Toyota Lease Trust; \$29.83, Catherine T. Rogers; \$384.07, Toyota Least Trust; \$234.28, Toyota Lease Trust; \$555.33, Toyota Lease Trust; and \$45.88 for Aija Zeidenbergs.

| AMOUNT | FROM | TO |
|---------------|------------------|---------------------|
| \$199.19 | TOWN OF COLUMBIA | TOYOTA LEASE TRUST |
| \$109.72 | TOWN OF COLUMBIA | VAULT TRUST |
| \$39.42 | TOWN OF COLUMBIA | TOYOTA LEASE TRUST |
| \$29.83 | TOWN OF COLUMBIA | CATHERINE T. ROGERS |
| \$384.07 | TOWN OF COLUMBIA | TOYOTA LEASE TRUST |
| \$234.28 | TOWN OF COLUMBIA | TOYOTA LEASE TRUST |
| \$555.33 | TOWN OF COLUMBIA | TOYOTA LEASE TRUST |
| \$45.88 | TOWN OF COLUMBIA | AIJA ZEIDENBERGS |

12. APPROVE PAYMENT OF BILLS: R. Bogue MOVED to Approve Payment of Bills totaling of \$208,023.29, made up of 18/19 Emergency, 18/19 Regular, Credit Card and Paychex. MOTION CARRIED 5:0.

13. BOARD MEMBER COMMENTS: S. Everett asked Ann Dunnack if she would like to speak. Ann Dunnack asked which hop river bridge we were repairing. Discussion about the bridges ensued. S. Everett asked if any board members had any comments. L. Napolitano stated that the resurfacing of Cards Mill was not done well. M. Walter state he will check this out. S. Everett stated that he would like to review the road signage at Baker Hill Rd. and Cards Mill intersection.

14. EXECUTIVE SESSION:

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

15. ADJOURNMENT: S. Everett MOVED to Adjourn the meeting at 7:45 pm. MOTION CARRIED 5:0.

Respectfully Submitted by Jennifer C. LaVoie