

**SPECIAL MEETING  
COLUMBIA BOARD OF SELECTMEN  
Tuesday, February 13, 2018 – 7 pm  
Adella G. Urban Administrative Offices Conference Room  
323 Route 87, Columbia, CT**

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

**ALSO PRESENT:** Mark Walter, Town Administrator, Beverly Ciurylo, Finance Director; George Murphy, Department of Public Works Director; Marc Volza, Recreation Department Director; Su Epstein, Ph.D., Library Director; Peter J. Starkel; CVFD Chief

**AUDIENCE OF CITIZENS:** Shirley King

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

**1. PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.

**2. BUDGET WORKSHOP:**

**2.1 Department of Public Works**

G. Murphy discussed the Road Resurfacing Capital, that included the remaining work needed for 2017-2018 (\$13,500); 2018-2019 (\$208,400); 2019-2020 (\$214,200), 2020-2021 (\$263,500).

R. Hellstrom asked if the Engineering work on Gaulin Rd. projected in the 2021-2022 Capital Budget included part design and some drainage. G. Murphy replied that the Engineering work was for the profile of the road.

G. Murphy discussed the proposed expenditures for Hennquin Rd. Drainage and Erdoni Road Improvement project. G. Murphy stated that the traffic engineering study for Erdoni road included improvements for a stone dust walkway and small walking bridge.

G. Murphy discussed the Capital Equipment expenditures that included installing an emergency fuel tank supply. This is to address concerns of the loss of power due to storms and the availability of fuel for the DPW Director and Facility Manager's vehicles which use gas instead of diesel. The Sr. Van, other DPW equipment and some of the CVFD's also use gas and would be able to use the emergency fuel tank supply as well.

G. Murphy discussed the estimated cost of a Vac-All truck as a placeholder in case the DEEP requires the Town of Columbia to provide leaf collection program and catch basin cleaning to meet MS4 requirements in the 2024-2025 Fiscal Year.

G. Murphy discussed the DPW Transfer Stations Equipment that included replacing a 40yd steel container (2018-2019), two clam covers for open boxes (2019-2020) and a weight scale (2020-2021). G. Murphy explained that because of heavy use, the equipment at the Transfer Station typically needs replacement about every 6 years. He explained that the DEEP requires the Town to cover the open boxes at the end of each day and the clam

covers can accommodate this very nicely as it keeps the snow and rain out and will reduce the overall weight of the boxes. G. Murphy also explained that the weight scale is needed because of the requirements for a higher percentage of recycling and the possible mandate from the State of CT to “pay as you throw”.

G. Murphy discussed the DPW Capital Improvement Buildings budget for the FY 2018-2019 which included replacing or upgrading the heating and cooling system at the Beckish Senior Center, Moor’s School Renovations – Town Match with grant funding, Solar Panel System upgrades and renovations/upgrades to the Old Firehouse roof and the solar at the firehouse. We will have to pull the solar panels and reinstall to accomplish the roof replacement renovations and upgrade to the Town Office and the Old Fire House. FY 2019-2020 included heating and cooling systems replacement and/or upgrade at Town Hall; FY 2020-2021 Town Hall roof replacement and replacement of two roof top units for the Finance Department Annex; 2021-2022 New DPW Garage; and 2022-2023 long range planning for the Murphy House ADA improvements and offices.

G. Murphy discussed the proposed budget for FY 2018-2019 for the Hop River Rd. Bridge rehabilitation project. Total project cost estimate is \$560,000. The Town of Coventry is pursuing a grant and if received Columbia will be providing 1/3 of the cost at \$187,000. Two previous STEAP Grant applications to the State have been denied.

G. Murphy discussed the proposed estimated cost for FY 2017-2018 for the Village Hill Bridge repairs with Lebanon. The project will be completed by the fall and we are waiting for final review from the Engineering Consultant and for the State of CT to sign off as complete.

G. Murphy stated that we are waiting for the final invoice of \$25,000 for the Flanders River Road Bridge repairs for FY 2017-2018.

G. Murphy discussed the Bridge on Latham Hill balance is carried forward from 2015-2016 (Engineering fees only) for \$15,000, and lastly the Town is waiting for the pending final invoice in 2017-2018 for \$4,893.84 from Coventry for the completed project on Rose’s Bridge Road.

## **2.2 Columbia Volunteer Fire Department (CVFD)**

P. Starkel presented the CVFD proposed operational budget with a \$4,000 increase to the overall budget which equates to a 2.8% increase. This budget increase is due to electricity and equipment maintenance. P, Starkel explained that all overhead lighting was replaced by LED lighting. The CVFD anticipates a significant savings due to the energy efficiency of the LED lighting. The increase also includes the expense involved with maintaining older apparatus and anticipated maintenance for CVFD vehicles.

P. Starkel added that CVFD currently funds 36% percent of their operational budget

P. Starkel provided additional information on three of their projects in their outlined 15-year Capital Improvement Plan. One project is replacing the SCBA Bottle apparatus. Life spans on these SCBA bottles are 15 years and it is mandated by the ConnDOT that these are replaced. The second project is the replacement of the Rescue Truck. The planned program for the replacement of this truck is to allocate funds every year up until year of

replacement (FY 26/27) for an estimated cost of \$600,000. The third project allocated for FY 22/23 is the replacement of a First Response vehicle and a Forestry vehicle.

P. Starkel added that the CVFD will continue to pursue and apply for any available grants to offset costs.

### **2.3 Saxton B. Little Free Library**

Su Epstein discussed the libraries budget and that there will be a 1.5% increase, of approximately \$6,000. Increases are coming from two factors – administrative costs (bank fees and insurance increases), contractual costs (bookkeeper and accountant) and health insurance. The Library does piggy-back onto the Town's health insurance coverage, but they do pay a higher percentage of premiums than Town employees.

Su. Epstein explained that they do decrease their budget where they can and will increase fund raising and designated funds. She also added that the Town is including the Library in the electrical/solar review and that the new building did much better on AC; which lowered their summer cost.

### **2.4 Recreation Dept.**

M. Volza discussed the Recreation Departments 5-10 Year Capital Improvement Plan. FY 18/19 projected expenditures include projects for a new sign and clean-up of street front; a new road and parking lots, which will make the parking lot safer for residents; a stone dust trail (the Town will be doing the work); a pavilion in back by the playscape, and adding to the existing playscape. The addition to the playscape will have the benefits of seamless additions as needed and will also add more ADA compliance features. M. Volza stated that the benefit to the upcoming projects is that they will stand by themselves and that no other project is contingent on other projects for completion.

M. Volza discussed the various budget items from 2019 through 2023, highlighting that the budget of \$125,000 for FY's 2020-2021 and 2021-2022 for the Maintenance Garage located at the back of the concession stand is spread out over the two fiscal years. The current Maintenance Garage is very tight and is difficult to access due to such a tight space.

M. Volza discussed the addition of a new softball field that would be contracted using the Brand money grant sometime between 2018-2020. The Master Rec Plan would move it to an open little league practice field and would include designated fields, fencing and two dugouts, which would make it on par with the little league fields.

M. Volza discussed the application for a grant for the replacement of garbage and recycling bins for Rec Park for a total of 8 bins.

S. Everett stated that M. Volza has applied for a grant for the improvement to the softball and little league fields.

M. Volza stated that there is an increase in the advertising budget due to an increase in the winter catalogue, and in increase in the Rec Departments desk software. In addition,

he added that there is a decrease in dues and seminars, which offsets the increase in the software.

## **2.5 Continued Budget Discussion**

General Discussion:

- a. Expenditures: Total BOS is a 1.78% increase in the budget.
- b. Capital Summary: Budget appropriation 17/18 was \$943,765 this FY 18/19 917,400.00. Total capital did come down.
- c. Revenue estimate discussion: most of the revenues have been kept about the same.
- d. Capital projections on the anticipated spending.
- e. Grants – Discussion of the standard grants for services that are provided for the Town of Columbia. R. Bogue asked if the Windham Region Grant changes due to the new Sr. Van? M. Walter stated that there are still residents who need access to transportation. WRTD will still be used by Columbia residents.
- f. Fuel Cost: The Town is tracking our fuel costs through East River Energy. M. Walter and L. Fearon have contacted CRCOG and EastConn in an effort to gain information on whether to join those groups in purchasing fuel. M. Walter stated that there are both pros and cons to entering into their bids (CROG pricing Feb. 2th and EastConn is mid-March) and a decision was made to lock in our pricing through East River Energy.

**3. Major League Baseball: Baseball Tomorrow Fund Grant.** S. Everett MOVED to allow the Town of Columbia Rec director Marc Volza to apply for the Major League Baseball Tomorrow Fund Grant. MOTION CARRIED 5:0.

**4. Historic Restoration Fund Grant Application: Indian Moor's School.** S. Everett stated that in April of 2019 the Dartmouth Alumni will be holding a reunion in Columbia and in anticipation of this reunion the Town will be applying for a Historic Restoration Fund Grant through the State of CT that will be used for the renovation and the all-embracing exterior work at the Indian Moor's School.

## **5. EXECUTIVE SESSION:**

**6.1 Real estate per State Statutes Section 1-200(6)(D); Pending Litigation per State Statutes Section 1-200(6)(B); Personnel per State Statutes Section 1-200(6)(A)**

S. Everett MOVED to enter into executive session at 8:39 pm with M. Walter and B. Ciurylo present.

**6. ADJOURNMENT:** S. Everett MOVED to Adjourn at 9:10 and the MOTION CARRIED UNANIMOUSLY. The next meeting is scheduled for Tuesday February 20, 2018.

Respectfully Submitted by Jennifer C. LaVoie

## Major League Baseball: Baseball Tomorrow Fund Grant

### Overview:

The Major league Baseball, Baseball Tomorrow Fund grant, is matching grant that helps non-profits improve programing, create new fields, and renovate existing fields for the sole purpose of baseball/softball. The amount we would be asking for is \$25,000. This grant along with the Brand money (which would show the Town's matching funds) would go towards the construction projecting of building a new softball field. This is an ideal project for this grant as the criteria looks at improving the quality of baseball/softball programs. A minimum of 50% matching funds, and addressing programs age 10-16. Currently the girl's softball does not have a dedicated with an outfield fence and is in the poorest conditions in most need of renovations. Receiving this grant would help offset the cost of building the new field, and allow the town to provide a softball field up to the same quality and standards as the baseball fields.

### Estimated Cost for new girls Softball Field:

\$180,182

### Current Balance of Brand Fund

\$197,137.07

### Contingency

\$16,955.07

9.4%