

**REGULAR MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, February 20, 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

Audience in attendance: Ann Dunnack, Nikki Keldsen

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 Approve Agenda. MOTION CARRIED 5:0.
3. **APPROVAL OF MINUTES:**
 - 3.1 BOS Special Meeting minutes of February 13, 2018. R. Bogue MOVED to approve the BOS Special minutes of February 13, 2018. MOTION CARRIED 5:0.
4. **AUDIENCE OF CITIZENS:** S. Everett asked if any of the Audience of Citizens had any comments. Audience of Citizens had none at that time.
5. **OLD BUSINESS: Budget Workshop.** M. Walter led a general discussion of the following items under Expenditures and Capital:

Expenditures

- Healthcare: The Town originally factored in 15% for healthcare. The Town received a rate of 14.32%
- Teachers Pensions: This line item was taken out because we don't think the State will shift this cost to the Town.
- Community Outreach: An addition of \$1,000 was added to the budget for Community Outreach. This was added to the Administrative budget. S. Everett explained that the Community Grant for is unexpected community expense.
- IT Services: IT Services have increased from \$10,500 to \$15,000 resulting in a \$4,500 increase largely due to new projects and server work, as well as the grant from CRCOG expired.
- Police Protection: There is a placeholder of 2% because the Town is waiting for a quote. We should be receiving a quote sometime this week. W. O'Brien asked what has been the increase historically for the Trooper. B. Ciurylo stated that in the past if the Trooper had a salary step increase it can be up to 5%. B. Ciurylo said that we should be receiving a letter with a quote for the Trooper soon.
- LMAC: Added to the budget is an increase of \$10,000 for the removal of Phragmites/Weed control on the lake. RFP's have been received for this work.
- Szgeda Farm. An increase has been added to accommodate a fence installation around the community garden and maintenance on some of the mowers. Materials have been purchased; however, the installation of the fence needs to be done.
- Fuel: The Town has locked in our Fuel costs. Those costs are factored into the budget.
- Salaries: Approved adjustments to salaries at an increase of 2%.

- Rental Assistance: Renters insurance was added due to the fact that the State will no longer be funding this and it now falls onto the Town.
- Planning and Zoning: S. Everett asked why this went up. B. Ciurylo stated that P. Stahl recommended that we merge the legal line items together; therefore there was no increase just a consolidation of line items for legal including zoning enforcement.
- The increase of the total budget is 2.44%; resulting in a \$93,000 increase.

Capital

- Road Resurfacing: There is an increase in the recommended capital budget for road resurfacing. The increase is from \$208,400 to \$237,000, netting a total increase of \$29,000. This is due to the addition to road resurfacing for Colonial Drive.
- Recreation Department Improvement Fund: There is an increase of \$12,000 per year from \$182,500 to \$195,000 to maintain a consistent amount for improvements over the next 5 years. The increase is because the cost of design and engineering services were added into the Recreation Department 5-year improvement plan.

Budget Schedule: M. Walter shared an updated Budget Schedule with the BOS.

6. NEW BUSINESS:

S. Everett requested to table the Budget Workshop until the end so that New Business could be discussed first.

Establishment for a Town Meeting to transfer funds for renovation of the Moor's Indian School: L. Napolitano asked if we needed to necessarily perform a full paint removal and tent structure on the school. Could we perhaps do scraping and then sealing the building with paint? M. Walter stated that we are looking at all the options and will be reaching out to experts that provide lead paint restoration. The Town will need to go out to bid in order to comply with the State Historic Preservation Grant requirements. S. Everett MOVED to schedule a Special Town Meeting scheduled for March 6th at 6:45 in Conference Room in Town Hall for authorization to transfer \$25,000 from the Town of Columbia General Fund to the DPW Capital account for the purpose of renovation of the Moor's Indian School to meet the town match as stipulated in the application for the Historic Restoration Fund Grant. MOTION CARRIED 5:0.

Change in Lifeguard application format: M. Walter explained that the Recreation Director has updated the Lifeguard application. S. Everett MOVED to approve the new Lifeguard application. W. O'Brien asked why this needs to go through the BOS. The BOS agreed that M. Walter could approve application changes/updates without having to bring them to the BOS. S. Everett withdrew his motion.

N. Keldson asked if the Moors Indian School is affiliated with Dartmouth. M. Walter and S. Everett explained that yes the school is connected with Dartmouth.

Request to use the Brand money for a new softball field: L. Napolitano asked if the road around the new softball field is included in the new Recreation Master Plan. S. Everett stated that we will discuss plans for the changing of the road, but that the softball field can go in regardless of what happens with the road.

S. Everett MOVED to authorize the BOS to approve using all the Brand funds currently towards the new girl's softball field in Rec Park. MOTION CARRIED 5:0.

L. Napolitano asked if this field can be used for other teams (adult games). M. Walter stated that this would be for a girl's softball only. S. Everett showed the map of the Rec Park Plan to the BOS and audience.

A. Dunnack asked if the BOS authorize the spending or does the Town have to go to Town meeting for approval. B. Ciurylo stated that the funding is to go through the Recreation budgeted plan. Past approvals for spending went through the BOS.

7. COLUMBIA LAKE / DAM / BEACH: Woodland Terrace Association request to repair a dock. Original application was submitted and approved in 2014. Re-submittal of application was presented to the BOS. BOS agreed that the application should go through the proper channels again through LMAC because of the length of time since the original approved application. If LMAC approves the application; it will be included in the next BOS meeting on 3/6/18.

8. APPOINTMENTS / RESIGNATIONS: None.

9. TOWN ADMINISTRATOR REPORT:

M. Walter stated that The Town’s proposed Annual Continuing Disclosure Submission audit and supplemental financial statistical data complies with the SEC Rule 15c2-12 Annual Filing Requirement.

M. Walter, B. Meyers and G. Murphy met Scott R. Choquette, CFM, Senior Associate, Resilience Solutions Group, Dewberry on February 16th to review the Town’s Hazard Mitigation Plan. This included an overview of the Town’s Risk and Vulnerability Assessment that includes historical and potential impacts of hazards throughout the region.

10. CORRESPONDENCE: None.

11. BUDGET:

11.1 Transfers: R. Bogue MOVED to Approve the Transfers totaling \$7, 388.00. S. Everett stated that these Transfers represented the changes in the salary that were made.

AMOUNT/TRANSFER#	FROM A/C# DESCRIPTION	TO A/C#, DESCRIPTION
\$150.00 / 10-4130-520	Printing	10-4130-110 / Postage
\$480.00 / 10-4130-016	Salaries – Election Workers	10-4130-016 / Conferences/Seminars
\$6,758.00 / 10-4800-900	Contingency	10-4133-010 / Salaries Tax Collector (\$723.00) 10-4134-010 / Salaries Town Clerk (\$1,672.00) 10-4250-010 / Salaries Van Driver (\$2,618.00) 10-4260-010 / Salaries Senior Center (\$1,338.00) 10-4570-010 / Salaries Land Use (\$407.00)

MOTION CARRIED 5:0.

11.2 Refunds: R. Bogue MOVED to Approve the Refunds totaling \$2,523.43.

AMOUNT	FROM	TO
\$771.75	Town of Columbia	ACAR Leasing LTD
\$77.08	Town of Columbia	Block, Janney & Sisley, LLC
\$10.96	Town of Columbia	Furey, Donovan, Tracy & Daly, PC
\$1,007.91	Town of Columbia	ACAR Leasing LTD
\$72.05	Town of Columbia	Henry M. Beck, Jr.
\$11.43	Town of Columbia	Henry M. Beck, Jr.
\$258.44	Town of Columbia	CCAP Auto Lease LTD.
\$125.80	Town of Columbia	Zachary D. Cobb
\$188.01	Town of Columbia	Henry M. Beck, Jr.

MOTION CARRIED 5:0.

12. APPROVE PAYMENT OF BILLS: R. Bogue MOVED to Approve the payment of bills totaling \$51,601.17 that includes the Regular bills, Credit Card and Paychex. MOTION CARRIED 5:0.

13. BOARD MEMBER COMMENTS: R. Hellstrom asked if the Town will provide a gate attendant or lifeguard in the early mornings to allow residents to put their boats in the lake. M. Walter stated that B. Powell will still have gate monitors during peak times and that if the beach is closed due to rain there will not be a gate monitor. A notice will be posted by the lake, in Columbia Views, and on the websites. M. Walter added that we will be getting a new lock and new keys for this upcoming year for the gate access.

S. Everett updated the BOS on several items that he has been working on:

- S. Everett met with Cathy Rowe from CONA to discuss their concern on housing. Cathy Osten at ribbon cutting of van said she would help us with funding. P. Stahl has done some research and there are 2 potential sites that may be eligible for Senior Housing. S. Everett stated that this is in the beginning stages of research and that there is a lot to still be done.
- S. Everett reached out to the owner of the Plaza on Rte 66. S. Everett anticipates in the next week or two that they will have an opportunity to meet and discuss issues.
- S. Everett talked to M. Volza, Recreation Director to request that the site supervisor at the games is to be more visible and active when games are in progress to help assist with any issues of unruly behavior by parents, fans, athletes, or coaches. M. Volza will put signage up about respect of players, fans and referees.

14. EXECUTIVE SESSION: None

15. 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: S. Everett MOVED to Adjourn at 8:20 and the MOTION CARRIED UNANIMOUSLY. The next meeting is scheduled for Tuesday March 6, 2018.

Respectfully Submitted by Jennifer C. LaVoie

**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 (CRCOG 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



TOWN OF COLUMBIA

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

OFFICE OF THE TOWN ADMINISTRATOR

Calendar of Columbia FY 18-19 Budget Process

Date	Time	Process
12/15/17	N/A	Budget Forms available to Department Heads and Board Chairs
12/20/17	7 pm	Tri-Board Meeting between FiPAC, BOE & BOS
01/10/18	4pm	Deadline for Budget submittals on line by Department Heads and Board Chairs
01/10/18 – 1/26/18	N/A	Town Administrator meets with Dept Heads and develops Budget
02/05/18	4pm	Town Administrator delivers budget to BOS
02/06/18	7 pm	BOS Regular Meeting – with Budget Workshop (tentative)
02/13/18	7 pm	BOS Special Meeting – with Budget Workshop
02/20/18	7pm	BOS Regular Meeting - with Budget Workshop
03/08/18	4pm	Superintendent and TA deliver Budgets to FiPAC
<i>03/15/18</i>	<i>4pm</i>	<i>Per Charter, last day for BOS & BOE to deliver budgets to FiPAC</i>
03/14/18	7pm	FiPAC Special Meeting – Budget presentations by Super & TA
03/21/18	7pm	FiPAC Special Meeting – with Budget Workshop
03/28/18	7pm	FiPAC Special Meeting – with Budget Workshop
4/04/18	7 pm	FiPAC Special Meeting – with Budget Workshop (tentative)
04/06/18	4pm	Legal Notice for 4/19/17 Public Hearing is posted & published. Budget document made available on Website, Town Clerk and Library
04/25/18	7pm	Public Hearing on budget with FiPAC Special Meeting to follow
05/02/18	4pm	Deadline to advertise legal notice and public notice for Budget Meeting
5/15/18	7pm	Annual Town Budget Meeting (called by BOS). <i>Per charter must be held between 2nd Tues of May and 1st. Tues of June</i>

View posted board/commission meeting agendas to discover changes to this schedule

s:\selectman\mark walter\budget\fy 18-19 budget\fy 18 - 19 budget schedule.docx



Application for Employment

Town of Columbia
 323 Jonathan Trumbull Highway
 Columbia, CT 06237
 Phone: (860) 228-0110 Fax: (860) 228-1952

Application Date: _____
 Position(s) being applied for: _____

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of non-job related medical condition or handicap, or any other legally protected status.

Name:	Last	First	Middle
Address:	No.	Street	City State Zip
Email:			
Telephone:	Home		Daytime
	Area Code	No.	Area Code No.
Date available for work:	Drivers License: No.		State
Availability:	<input type="checkbox"/> Full-Time	<input type="checkbox"/> Part-Time	<input type="checkbox"/> Temporary
EDUCATION	Elementary	High	College/Technical Graduate/Professional
School Name			
Years Completed: (circle)	4 5 6 7 8	9 10 11 12	1 2 3 4 1 2 3 4
Diploma/Degree(s)			

CERTIFICATION: Attach photocopies of both sides of each certification to this form.
***Remember to bring originals to the office to be verified by staff.**

	Expiration Date	Copy on File (For Office Use Only)		Expiration Date	Copy on File (For Office Use Only)
Lifeguarding		Yes / No	First Aid		Yes / No
Waterfront LG		Yes / No	CPR		Yes / No
WSI		Yes / No	Other:		Yes / No

EXPERIENCE: Please describe any experiences you have had as a lifeguard.

I have worked as a lifeguard at a: POOL INLAND BEACH OCEAN BEACH WATERPARK

For how many years? _____

The Parks and Recreation Department does not guarantee a set amount of hours for any seasonal staff. Scheduled hours are subject to change due to inclement weather.

Employment Experience

Start with your present or last job. Include military service assignments and volunteer activities.

Employer	Dates Employed	From:	To:
Address	Work Performed		
Job Title			
Supervisor			
Reason for Leaving			
Employer	Dates Employed	From:	To:
Address	Work Performed		
Job Title			
Supervisor			
Reason for Leaving			
Employer	Dates Employed	From:	To:
Address	Work Performed		
Job Title			
Supervisor			
Reason for Leaving			
Employer	Dates Employed	From:	To:
Address	Work Performed		
Job Title			
Supervisor			
Reason for Leaving			
Employer	Dates Employed	From:	To:
Address	Work Performed		
Job Title			
Supervisor			
Reason for Leaving			
Special skills and qualifications acquired from employment or other experience			

Are you a United States citizen or are you authorized to work in the United States? (Proof of citizenship or authorization to work in the United States will be required upon hire.) Yes _____ No _____

Answer ONLY if a driver's license is REQUIRED FOR THE POSITION YOU SEEK. Do you have a valid Connecticut driver's license? Yes _____ No _____

Applicant's Statement

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that this application is not and is not intended to be a contract of employment.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the Town of Columbia.

Signature

Date

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: 2/20/18

Complete and return to the Board of Selectmen.

Property owner: Woodland Terrace Association

Address: 8 Woodland Terrace

Property Location: Columbia Ct

Daytime phone #: 860-882-2681

Applicant if different from owner: Michael Matthews

Address: 1 Lower Woodland Terrace Columbia Ct

Daytime phone #: 860-882-2681

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: _____

Applicant Signature: Michael Matthews Date: 2/20/18

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: _____
First Selectman

Town of Columbia
323 Jonathan Trumbull Highway, Columbia, CT 06237
Phone: (860) 228-0110 Fax: (860) 228-1952

Board of Selectmen Permission for Constructing Structures on or over Columbia Lake

Granted by the Board of Selectmen and documented in the Minutes of its Meeting held: Tuesday, October 7, 2014

Granted to: Michael Matthews, applicant - Woodland Terrace Assc, Inc (WTA)
Jon Dillworth, President

Of (residence/mailling address): 1 Lower Woodland Terrace

For: Dock/Pier Raft Boat Cover Structure

Other: Dock Repair

At (property address): 8 Upper Woodland Terrace

Property Owner (if different from Grantee): N/A

Permission is hereby granted to the above-named grantee to erect and maintain, at his/her/their own proper cost and expense, a structure extending into the waters of Columbia Lake in accordance with the following:

1. Said structure shall be securely attached to the land of the above-named property and shall be so located as not to interfere with the use of the waterfront of adjacent property owners. Said structure shall in no way interfere with the use of lakefront structures permitted to be maintained by adjacent property owners.
2. Said structure shall be constructed of existing stones from collapsed walls.
Shall be no wider than N/A feet, and shall extend into the lake no longer than N/A feet from the mean high water mark of said lake, as per the application and diagram submitted N/A.
3. Said structure shall be so constructed that it will not be a hazard to any person(s), using the waters of said lake.
4. Said structure shall be considered the personal property of above owner/applicant.
5. The Town of Columbia shall under no circumstances be liable for any damage to said structure from any cause whatsoever.
6. The Town of Columbia shall not be liable for any damages, or claims for damages, arising from the erection and/or maintenance of said structure, or from any damages, or claims for damages, for any injury of any kind or nature occurring or alleged to have occurred, to persons and/or property as a result of, or in connection with, the erection, maintenance and use of said structure.
7. The above grantee, by acceptance of this permit, agrees to indemnify and save harmless the Town of Columbia from any and all liability, loss, cost, damage, judgements and expense whatsoever arising from any claims for injuries of any kind or nature to persons and/or property, occurring, or alleged to have occurred, in connection with or as a result of said structure.

8. If said structure is to be constructed at the end of a right-of-way, possession of such right-of-way by the builder of the structure is documented in the property deed of N/A Vol. No. N/A Page No. N/A; and written permission of the landowner to build said structure is attached hereto.

9. The following items indicated with a check mark are conditions of approval and must be adhered to in construction of the above referenced structure:

Standard conditions:

- X Construction shall take place during low water season – fall or winter. Construction will not be permitted from March 15 to October 15 during even-numbered years or November 1 during odd-numbered years.
- X No construction equipment will be allowed on the lakebed.
- X All excavation beyond the mean high water level of the lake is to be performed by hand.
- X No rocks, soils, or other material will be removed from or deposited into the lakebed.
- X **Application to be filed with the IWC for review/action.** *Note: This document denotes permission to build a structure on town land; it does not relieve the applicant from obtaining permission from the Inland Wetland Commission to build in or disturb wetlands.*
 - Recommendations below from LMAC honor the original permit granted in October 2013, and are to be honored until October 16, 2015.
 - All work will be performed after the initial drawdown of the lake, beginning November 1, 2013 and be completed prior to March 15, 2014.
 - Application of Deck Over be accomplished with hand tools (no air sprayers)
 - No solvents or other chemicals will be used.
 - No power washing or power sanding of the deck.
 - Applicant will place tarps under work site (dock) to prevent materials from dropping onto lakebed.

10. The terms, conditions and agreements herein contained shall be binding upon the said grantee, his/her/their heirs, successors and assigns, as long as said structure is maintained in said lake.

11. Permission for construction is granted for a period of two years from the date of Board of Selectmen approval. If construction is not completed within that time, reapplication is required.

Approved:  Date: _____
First Selectman

Acceptance of Permit: _____
Applicant

pc: Inland Wetlands
Assessor

• APPLICATION COPY •