

**REGULAR MEETING AGENDA  
COLUMBIA BOARD OF SELECTMEN  
Tuesday, March 3, 2020 – 7:00pm  
Adella G. Urban Administrative Offices Conference Room  
323 Route 87, Columbia, CT**

**CALL TO ORDER:**

- 1. PLEDGE OF ALLEGIANCE:**
- 2. APPROVAL OF AGENDA:**
- 3. APPROVAL OF MINUTES:**
  - 3.1 BOS Meeting Minutes for February 18, 2020
- 4. AUDIENCE OF CITIZENS:**
- 5. OLD BUSINESS:**
  - 5.1 2020-2021 Budget Review Workshop
    - a) Medical Car
    - b) Other Budget Items (as time permits)
  - 5.2 Motion to Move the BOS 20/21 Operating Budget and Capital Budget to FiPAC.
- 6. NEW BUSINESS:**
  - 6.1 To establish a Town Meeting on 4/7/2020 at 6:30 to appropriate the sum of \$30,000 from the Town's Land Acquisition Fund as a capital contribution to be applied toward the purchase price of a certain parcel consisting of approximately 99.5 acres of open space land located in the Town of Columbia owned by Russell P. Inzinga, Trustee and the Estate of Angeline I. Bauer and located at Wells Wood Rd. (Lot 51 on Assessor's Map 38).
- 7. COLUMBIA LAKE / DAM / BEACH:**
  - 7.1 Beach Sign.
- 8. APPOINTMENTS / RESIGNATIONS:**
  - 8.1 Appointment of Jason Arico to the Agriculture and Conservation Committee.
  - 8.2 Appointment of Alex Bothell to the Planning and Zoning Commission.
- 9. TOWN ADMINISTRATOR REPORT:**
  - 9.1 Update on Completion of 457b, 401a and 401b to Empower Retirement.
- 10. CORRESPONDENCE:**
  - 10.1 Annual Report
- 11. BUDGET:**
  - 11.1 Transfers:
  - 11.2 Refunds:
- 12. APPROVE PAYMENT OF BILLS:**
- 13. AUDIENCE OF CITIZENS:**
- 14. BOARD MEMBER COMMENTS:**
- 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 Statutes Section 1-200(6)(A).**
- 16. ADJOURNMENT:**

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**323 Route 87, Columbia, CT**

**Members Present:** Deputy Selectman, Robert Hellstrom; Selectman, Lisa Napolitano; Selectman, William O'Brien; Selectman; Judy Ortiz, Selectman.

**Also Present:** Town Administrator; Mark Walter, Beverly Ciurylo, Finance Director; Bernadette Derring, Senior Services Director.

**CALL TO ORDER:** R. Hellstrom called the meeting to order at 7:00 pm.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
2. **APPROVAL OF AGENDA:** L. Napolitano MOVED to Approve the Agenda as presented. MOTION CARRIED 4.0.
3. **APPROVAL OF MINUTES:**
  - 3.1 **BOS Meeting Minutes for February 4, 2020.** R. Hellstrom asked that a correction be made due to a typographical error on item 13 to change the word "reserve" to "rescue". R. Hellstrom MOVED to Approve the BOS Meeting minutes for February 4, 2020 as Amended. MOTION CARRIED 4.0.
  - 3.2 **BOS Special Meeting Minutes for February 11, 2020.** W. O'Brien MOVED to Approve the Minutes for February 11, 2020. MOTION CARRIED 4.0.
4. **AUDIENCE OF CITIZENS:** None.
5. **OLD BUSINESS:**
  - 5.1 **2020-2021 Budget Review Workshop**
    - a) **Senior Center Elderly Services:**

**Senior Van Transportation Services:** B. Derring shared a comparison from January 2019 to January 2020 in transportation rides. She said that there is a significant increase in rides from last year. She anticipates more rides in the coming months when the weather improves since many seniors are homebound during the colder months. B. Derring explained that in the comparison several rides were denied due to several reasons; the van could not be in two places at the same time, medical appointments were outside of the regular van hours, and the other rides were denied due to staying within the budgeted hours.

B. Derring explained that they have a trip to Crystal Mall coming soon with 6 people signed up so far. She feels that once we have one good solid trip, the ball will get rolling on the program and more residents will sign up.

Judy Ortiz asked how much are we using Dial-a-Ride? B. Derring said that we are using Dial-a-Ride quite a bit. She said that when someone calls in, she directs them first to

Dial-a-Ride. If Dial-a-Ride can't accommodate, they are directed back to the Senior Center.

L. Napolitano asked if we could set up a volunteer system that could be coordinated by the Senior Center dispatcher for medical rides. B. Derring said that she might be able to coordinate this because of the additional staff. B. Derring stated she could put a request out in the Beckish Sr. Center newsletter for volunteers. M. Walter stated he would check with CIRMA if we could cover volunteers under our insurance policy. B. Derring concluded that the senior transportation services has been working very well; that we have been utilizing the van properly and accommodating our Seniors the best way we can.

**Social Worker:** B. Derring stated that she and M. Walter have been working with AHM regarding adding a social worker. AHM recommendations is 2, 7-hour days and they may use an existing AHM employee to provide the services. AHM would provide the oversight of the Social Worker. B. Derring stated that we have been trying to connect with the Access Agency to get further information on what services or options they might have to offer, but they have not gotten back to us yet. Discussion ensued about what Access Agency offers and what AHM offers. M. Walter will get more information by the next BOS. J. Ortiz asked that we get the credentials of the proposed staff member at AHM that would provide the services needed. B. Derring stated that she has been looking into getting a NCAAA grant to help reduce the costs for a social worker.

- b) **Other Budget Items (as time permits):** M. Walter reviewed the operating budget and some key items in the capital budget. He highlighted areas for the BOS to review and discuss.

**6. NEW BUSINESS:**

- 6.1 Solar lights for the walkways between Finance Dept. and Moor's Charity School.** M. Walter explained that the purchase of the recommended solar lights will be coming from a grant from CIRMA. R. Hellstrom MOVED to Approve the purchase of the solar lights for the walkways between Finance Dept. and Moor's Charity School. MOTION CARRIED 4.0.
- 6.2 Sustainable CT Establishment of a Columbia Art Council.** B. Derring shared the mission and vision statement for the establishment of the Columbia Art Council that supports Sustainable CT Vibrant and Creative Cultural Ecosystems. The 8-member committee is working on action items that include a Poet Laureate and artists-in-residence. W. O'Brien MOVED to Approve the Establishment of a Columbia Art Council. MOTION CARRIED 4.0.
- 6.3 Rec. Commission's recommendations for the naming the softball field**
- **Brand Memorial Field**
  - **William and Henrietta Brand Memorial Field**

R. Hellstrom asked if anyone has talked to the Brand family? M. Walter stated he would reach out to the Executor of the estate to confirm the recommendation from the Rec Commission. R. Hellstrom MOVED to Approve the Recommendation to name the softball field after William and Henrietta Brand Memorial Field. MOTION CARRIED 4.0.

**6.4 Criminal History Record Information (CHRI) Proper Access, Use and Dissemination Procedures.** M. Walter explained that the FBI Audit performed recently requires that we have a procedure in place for access, use and dissemination of any materials related to background checks for pistol permits. R. Hellstrom MOVED to Adopt the Criminal History Record Information (CHRI) Proper Access, Use and Dissemination Procedures as required by the FBI Criminal Justice information Services. MOTION CARRIED 4.0.

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

**7.1 Application for Construction of a Structure on or Over Columbia Lake: Nancy Nuhfer, 5 Nuhfer Dr.** R. Hellstrom MOVED to Approve the application to Nancy Nuhfer at 5 Nuhfer Dr. upon the recommendations set forth by LMAC; subject to necessary approvals by Inland Wetlands and Watercourses Commission and obtaining building permits. MOTION CARRIED 4.0.

**8. APPOINTMENTS / RESIGNATIONS:**

**8.1 Resignation of Anthony Ortiz from the Szegda Farm Management Committee.** R. Hellstrom MOVED to Approve the Resignation of Anthony Ortiz from the Szegda Farm Management Committee. MOTION CARRIED 4.0.

**9. TOWN ADMINISTRATOR REPORT:** After discussion the BOS decided that the budget workshop that was set tentatively for February 25<sup>th</sup> was not needed.

**10. CORRESPONDENCE:**

**10.1 CIRMA 2018-2019 Annual Report.**

**10.2 *The Chronicle* article “Columbia honored for being safe.”**

**10.3 State of CT State Police Troop K January 2020 Monthly Report.**

**11. BUDGET:**

**11.1 Transfers:** L. Napolitano MOVED to Approve Transfer totaling \$10,750.00.

<b>TRANSFER#/AMOUNT</b>	<b>FROM A/C# DESCRIPTION</b>	<b>TO A/C# DESCRIPTION</b>
2020-016/\$10,000	10-4410-515/Contracted Services	10-4410-010/DPW Salaries
2020-017/\$750.00	10-4350-010/Lake Mgmt. Salaries	10-4350-710/Professional Improvement

MOTION CARRIED 4.0.

**11.2 Refunds:** W. O'Brien MOVED to Approve Refunds totaling \$2,662.32.

<b>AMOUNT</b>	<b>FROM</b>	<b>TO</b>
\$9.15	TOWN OF COLUMBIA	Stephen Bojorquez & Robin Bojorquez
\$2,182.15	TOWN OF COLUMBIA	William Skoog & Pamela Skoog
\$10.00	TOWN OF COLUMBIA	Francis Storrs & Carolyn Storrs
\$10.00	TOWN OF COLUMBIA	Distinctive Landscaping & Nursery
\$255.32	TOWN OF COLUMBIA	Santo Motta & Jenna Motta
\$7.83	TOWN OF COLUMBIA	Russell Roly & Betty Roly
\$5.54	TOWN OF COLUMBIA	Orlando Tomlinson & Audrey Tomlinson
\$7.08	TOWN OF COLUMBIA	Teresa Woodford
\$175.25	TOWN OF COLUMBIA	Ralf Lange & Erika Lange

MOTION CARRIED 4.0.

**12. APPROVE PAYMENT OF BILLS:** R. Hellstrom MOVED to Approve the Payment of Bills totaling \$68,869.55 consisting of 2019-2020 Emergency, 2019-2020 Regular, Credit Card and Paychex. MOTION CARRIED 4.0.

**13. ADJOURNMENT:** R. Hellstrom MOVED to ADJOURN at 8:15 pm. MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted by Jennifer C. LaVoie

## **CONA Presentation to BOS March 3, 2020**

From our 2014 presentation to the BOS:

According to the Connecticut State Data Center at the University of Connecticut Libraries Map and Geographic Information Center, By the year 2025, 25% of Connecticut residents will be 65 and older. Columbia is already at 27% of our town population. By the year 2025 our town population projection of 65 and older is 38%.

According to our current Registrar of Voters 2020 list we are at 28.5 %.

### **Reasons we need a medical car:**

- There is no public transportation to get our seniors to their medical appointments.
- Families are no longer living close enough to their parents to provide transportation.
- Many families that are close still have jobs and are unable to take time off from work to get their parents to the appointments.
- Widowed seniors may be completely alone and unable to get to appointments.

In January we had to deny 24 rides to medical appointments because the van was already in use.

In February we had to deny 18 rides to medical appointments because the van was already in use.

- These numbers do NOT include denials due to other reasons like outside the regular senior center hours. Clearly the Van is being used and can't be in two places at once.

**Reasons given by our neighboring towns to NOT use volunteer drivers: (Some had tried Volunteer programs, others have always had paid drivers, Coventry is the exception.)**

- Fewer people are volunteering for anything.
- Reliability
- Liability
- Personal cars weren't always the correct height for getting people in and out of a vehicle from a wheelchair.
- Clientele didn't feel safe with the drivers.
- If there were any issues with the volunteers, it was difficult for the town employers to address it.
- It was difficult for older drivers to help with lifting medical equipment in and out of a car.
- Many older drivers aren't confident driving in traffic/city.
- Cost of gas has gone up significantly and pensions haven't.
- People leasing cars are unwilling to put extra miles on their lease.

As of March 2020

**Lebanon Senior Center** (Darcy)

1 Bus

**2 SUV for Medical Cars**

All Paid Drivers

**Hebron Senior Center** (Sharon)

1 20 passenger bus

1 10 passenger bus

1 Electric Medical car

All Paid Drivers

**Andover Senior Center** (Cathy)

1 20 passenger

1 10 passenger

**1 SUV/Van**

**Bolton Senior Center** (Carrie)

**1 SUV**

1 10 person van

1 20 person van

all paid drivers

**Coventry Senior Center**

2 Vans

**0 Med Car**

Used 3 mornings a week (back by 1)

**All volunteer drivers for town owned vans.** Usually each driver will do 1-2 (4 hr) days per month. There are an average of 6-7 drivers (for last 10 years).

**ALSO USE 3 PRIVATE DRIVERS.** Connect client with driver and they work out arrangements privately. Unknown if client pays driver or what arrangements are made.

## **January 2020 Columbia Transportation Rides Summary**

The Columbia Transportation Program operated 21 business days in January due to holidays. We had a total of 177 rides for 20 seniors/disabled. Below will be the breakdown of rides.

**Banking:** 8 rides

**Lunch:** 58 rides

**Medical:** 41 rides

**Shopping:** 34 rides

**Social/Wellness Trip:** 47 Rides

We had to deny 32 rides for the various reasons. See below:

**24 rides** denied due to the van not being able to be in 2 places at the same time – this is where a medical car is needed.

**4 rides** out of business hours – medical appointments after 3pm or before 8am

**4 rides** due to not going over budgeted hours - we are doing our best to stay within our allotted hours for the van driver.

## **January 2019 Rides**

Last year we had a total of 42 rides in January 2019

We served 8 residents

**Banking:** 0 rides

**Lunch:** 0 rides

**Medical:** 13 rides

**Shopping:** 5 rides

**Social/Wellness Trip:** 26 Rides

The increase comparison of January 2019 v January 2020 is 135 rides and 12 residents. This is significant. However, I also feel that our rides are down due to the time of year where people hibernate due to weather and flu season. I predict rides to increase as the weather improves.

## **February 2020 Columbia Transportation Rides Summary**

The Columbia Transportation Program operated 19 business days in February due to holidays. We had a total of 191 rides for 27 seniors/disabled. Below will be the breakdown of rides.

**Banking:** 11 rides

**Lunch:** 33 rides

**Medical:** 52 rides

**Shopping:** 45 rides

**Social/Wellness Trip:** 64 Rides

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**18 rides** denied due to the van not being able to be in 2 places at the same time – this is where a medical car is needed.

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### **February 2019 Rides**

Last year we had a total of 71 rides in February 2019

We served 25 residents

**Banking:** 0 rides

**Lunch:** 11 rides

**Medical:** 14 rides

**Shopping:** 0 rides

**Social/Wellness Trip:** 46 Rides

The increase comparison of February 2019 v February 2020 is 120 rides. This is significant. However, I also feel that our rides are down due to the time of year where people hibernate due to weather and flu season. I predict rides to increase as the weather improves.

**LEGAL NOTICE OF SPECIAL TOWN MEETING  
COLUMBIA, CT**

**Tuesday, April 7, 2020  
Town Hall Conference Room  
6:30 PM**

The duly qualified electors and voters of the Town of Columbia, Connecticut and any other persons entitled to vote upon any of the matters contained in this warning are hereby notified to meet in the Adella G. Urban Administrative Offices Conference Room, 323 Route 87, Columbia, Connecticut on Tuesday, April 7, 2020 at 6:30 p.m. for the following purpose:

**CLAUSE 1:** To appropriate the sum of \$30,000 from the Town's Land Acquisition Fund as a capital contribution to be applied toward the purchase price of a certain parcel consisting of approximately 99.5 acres of open space land located in the Town of Columbia owned by Russell P. Inzinga, Trustee and the Estate of Angeline I. Bauer and located at Wells Wood Rd. (Lot 51 on Assessor's Map 38).

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First Selectman

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Robert W. Hellstrom  
Deputy Selectman

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William O'Brien  
Selectman

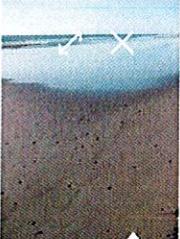
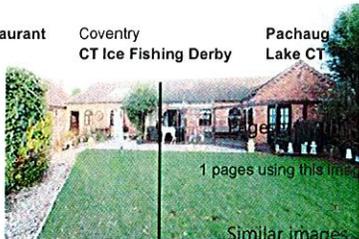
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Lisa Napolitano  
Selectman

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Judy Ortiz  
Selectman





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Coventry Lake CT Beach



Old Photos of Coventry CT



Lakeview Restaurant

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## Jennifer LaVoie

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**From:** fieldengineerfarm <fieldengineerfarm@gmail.com>  
**Sent:** Monday, March 2, 2020 8:58 AM  
**To:** Town Administrator  
**Cc:** Ann Dunnack  
**Subject:** Agriculture and Conservation Committee

Good morning Mark,

My name is Jason Arico. I've been speaking with Ann Dunnack, who is copied on this email, about joining the Ag and Conservation Committee and she advised me to put a formal request in to you and then you would send it up to the board of selectmen for a vote. So this is my formal request, I would like to become a member of the Ag and Conservation Committee. Thank you for your consideration, and please let me know if you have any questions or if there is any information you need from me.

Best regards,  
Jason Arico

### **Field Engineer Farm LLC**

102 Lake Road  
Columbia, CT 06237

phone: 860.899.6820  
email: [fieldengineerfarm@gmail.com](mailto:fieldengineerfarm@gmail.com)  
Facebook & Instagram: @fieldengineerfarm

Tom Currier  
15 Columbia Landing  
Columbia, CT 06237  
(860) 208-0324  
Tom.currier47@gmail.com

2/26/20

Mark Water  
Columbia Town Administrator  
323 Rte. 87  
Columbia, CT 06237

Dear Mark

I would like to have Alex Bothell be appointed as a full member to the Planning and Zoning Commission. He attends every meeting as an alternate and is always very thoughtful when he asks questions or offers suggestions. His would like to be a voting member of the commission. His focus is the maintain the rural character of Columbia and also to ensure that all zoning rules are adhered to as decisions are made.

Thanks for considering this appointment. Please call me at the above number is you have any questions.

Sincerely,



Tom Currier  
Chair Columbia Democratic Town Committee

Cc: Rick Nassiff, Chair Planning and Zoning

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