

**REGULAR MEETING AGENDA**  
**COLUMBIA BOARD OF SELECTMEN**  
**Tuesday, June 16, 2020 – 7:00 pm**  
**Adella G. Urban Administrative Offices Conference Room**  
**323 Route 87, Columbia, CT**

To join the BOS Regular Meeting remotely please use the link and call in information below:

<https://us02web.zoom.us/j/83312648594?pwd=dDJOS0JuM2hybUFDdXBIR1ZxTTNyUT09>

Meeting ID: 833 1264 8594

Password: 987857

Dial by your location

1 646 558 8656 US (New York)

Find your local number: <https://us02web.zoom.us/j/83312648594?pwd=dDJOS0JuM2hybUFDdXBIR1ZxTTNyUT09>

*This is a web-based call, so we are operating under the following procedures: This session is being both video and audio-recorded. The Selectmen and staff will generally remain on mute except when speaking or voting and will generally be keeping video of themselves on throughout the meeting. If a member of the public creates an audio or video disruption, they may be manually ejected from the meeting upon recommendation of staff or the First Selectman.*

**CALL TO ORDER:**

1. **MOMENT OF SILENCE:**
2. **APPROVAL OF AGENDA:**
3. **APPROVAL OF MINUTES:**
  - 3.1 BOS Regular Meeting Minutes for June 2, 2020.
4. **AUDIENCE OF CITIZENS:** *For public input before the meeting please email your comments to [PublicInput@columbiact.org](mailto:PublicInput@columbiact.org). For public input during the meeting, your comments can be submitted through the "Chat" feature in Zoom Meeting or wave your hand and request your mic to be un-muted. PLEASE INCLUDE IN BOTH METHODS YOUR NAME AND ADDRESS.*
5. **OLD BUSINESS:**
  - 5.1 COVID-19 Municipal Procedural Updates.
  - 5.2 Discussion and Approval of Veterans Exemptions.
    - a) Ordinance for Additional Exemption for Veterans.
    - b) Ordinance for Property Tax Exemption for Gold Star Parents and Spouses.
    - c) Ordinance for Tax Exemption on Motor Vehicles Equipped for Disabled Veterans.
    - d) Ordinance for Increased Exemption For 100% Disabled Veterans.
  - 5.3 Charter Revision Committee Member Recommendations.
  - 5.4 Authorization of the agreement between the Town of Columbia and USS Vineyard Solar LLC.

- 6. NEW BUSINESS:**
  - 6.1 Approval of the Recommended Contractor for the Rec Park Guardrails.
  - 6.2 Authorization for the use of the Town Green and Gazebo.
  - 6.3 Discussion of Request for Rally Protocol on Town Property.
  - 6.4 Recommendation letter for Bald Eagle protection
  
- 7. COLUMBIA LAKE / DAM / BEACH.**
  
- 8. APPOINTMENTS / RESIGNATIONS:**
  - 8.1 Appointment of Christine Sposito to the Board of Education.
  
- 9. TOWN ADMINISTRATOR REPORT:**
  - 9.1 Municipal Coronavirus Relief Fund.
  - 9.2 CIRMA Members' Equity Distribution.
  
- 10. CORRESPONDENCE:**
  - 10.1 State Police Monthly Report for May 2020.
  - 10.2 AHM Press Release: \$1,500 donation to Columbia from the Hero's Lawn sign campaign
  
- 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:**

**REGULAR MEETING MINUTES**  
**COLUMBIA BOARD OF SELECTMEN**  
**Tuesday, June 2, 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 (arrived at 7:40 pm).

**Also Present via Remote Access:** Mark Walter, Town Administrator; Marc Volza, Recreation Director.

*This is a web-based call, so we are operating under the following procedures: This session is being both video and audio-recorded. The Selectmen and staff will generally remain on mute except when speaking or voting and will generally be keeping video of themselves on throughout the meeting. There will be public comment during the Audience of Citizens and for the Lake Construction & Maintenance of Structures and shoreline on Columbia Lake. If a member of the public creates an audio or video disruption, they may be manually ejected from the meeting upon recommendation of staff or the First Selectman.*

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

1. **MOMENT OF SILENCE:** S. Everett asked for a moment of silence.
2. **APPROVAL OF AGENDA:** S. Everett MOVED to Approve the Agenda as presented. MOTION CARRIED 4.0.
3. **APPROVAL OF MINUTES:**
  - 3.1 **BOS Regular Meeting Minutes for May 19, 2020.** J. Ortiz asked to add to the minutes of May 19, 2020 the following: "At the end of meeting we had some discussion from the public about opening the beach and it was discussed that the Board of Selectmen would get the information about the changes that were going to be made on what we voted on." S. Everett MOVED to Approve the meeting minutes from May 19, 2020 with the added comments on the meeting by J. Ortiz. MOTION CARRIED 3.0.1, with W. O'Brien abstaining.
4. **AUDIENCE OF CITIZENS:** No comments or new emails from PublicInput@columbiact.org.
5. **OLD BUSINESS:**
  - 5.1 **COVID-19 Municipal Procedural Updates.** M. Walter explained this is a very fluid moving target as we all try to figure out how to come back to some version of normal. M. Walter has been working with town departments on coming up with goals to re-open. The library, fire department and the school have provided their operational goals regarding back to normal operations. M. Walter explained that we are evaluating different options to purchase Personal Protective Equipment (PPE) to be able to help departments start functioning as normal. There is no definitive date set for re-opening, but the target is somewhere between June 20<sup>th</sup> and July 5<sup>th</sup>. As June progresses, we will be tracking to see if there is any uptick; however, things are looking steady right now. We will know a lot more at the next BOS meeting on June 16<sup>th</sup>. We are still providing needed services to residents so far and employees have been very adaptive with mail, email, and our drop box. M. Walter said he is confident we can take this slow before opening to the public and that we will take it step by step to ensure that

employees are comfortable. S. Everett stated he has not gotten any complaints about the workload and he has been briefed on the plan and is ok with it.

- a) **Municipal Building Reopening Transition Plan**
- b) **Recreation and Beach & Lake Operational Plan**
- c) **Senior Center and Transportation Operational Plan.**
- d) **Library Operational Plan.**

**6. NEW BUSINESS:**

**6.1 Recommendations for Candidates to serve on the Charter Revision**

**Commission.** S. Everett explained that every 10 years we are bound by the Charter to review and revise and he is asking the BOS for recommendations for 8 volunteers. J. Ortiz asked how many Democrats and how many Republicans. M. Walter stated he was not sure, but that it would have to probably be a balance, but he would find out and report back to the BOS. He explained that there should be representation from different boards such as, FiPAC, BOS, Building and Land Use, Planning and Zoning and LMAC. M. Walter stated that he already has some volunteers that expressed interest and some recommendations that he will be following up on.

**6.2 CTDOT Proposed Install of Rectangular Rapid Flashing Beacons near**

**Airline State Park Trail on Route 87.** S. Everett explained that the line of site in that area is very dangerous and the proposed rapid flashing beacon is just an awareness beacon and will be installed in 2022. The State would pay for the design and we would have to commit to maintaining it. M. Walter explained that we would want to have some involvement in the design so that we understand what the long-term maintenance would be. Discussion ensued about why we are involved in maintaining the area when the State owns it; issues of improving the parking, and the dangers of crossing at that area.

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

- 7.1 Columbia Lake Sign.** A design mock-up was provided to the BOS for review. S. Everett MOVED to Approve the Columbia Lake Sign. MOTION CARRIED 4.0.

J. Ortiz had questions pertaining to swim classes and how this will be set up. S. Everett stated that the governor's guidelines have changed, and we can now have up to 25 people gathered outside. M. Volza stated that we are going ahead with the Governor's guidelines with modifications being made. This includes requiring a parent or a guardian to stay with the child, cutting class size, taking temperature checks, limiting capacity and other guidelines. M. Volza explained that the softball camp is canceled. Discussion ensued about the state guidelines on temperature taking. M. Volza explained that this could change often and that they will keep re-evaluating.

- 7.2 Proposed amended and restated Guidelines for Granting Permission for the Construction and Maintenance of Structures and Shoreline on Columbia Lake and Public Comment Specific to Guidelines.** M. Walter explained this should be pushed back to LMAC again, because Paula Stahl, Land Use Planner had minor modifications to the wording for permits. The existing wording is "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 and if required permits". P. Stahl suggested the modification to read, "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 and permits from IWWC and Building Department". M. Walter stated that we should be clear on these

definitions and that it should be clearly addressed. M. Walter stated that we do not want to create a division between departments, and he recommends that the amended and restated regulations go back to LMAC. M. Walter explained that another comment had to do with deeded access to the lake and that this is a complicated issue. M. Walter stated that we might want to add minor language that the access is a prescriptive right that could be grandfathered or deeded rights could benefit the owner or deeded rights that could burden the adjoining property owners and disputes will ultimately will decided by the courts, not by the town or LMAC. He recommended that we might need language that says we are not going to make a decision on deeded rights and that the owner would need to go back to their deed and clearly understand what it says and how does the grandfathered guidelines work. R. Hellstrom stated that when it comes to wetlands, he felt we should leave it up to the enforcement officer to determine if it is an issue.

H. Beck stated that this is an issue that has needed to be addressed for some time and would have recommended this in phase 2 to LMAC. He said that he would like to pull some guidance together for residents to help map it out clearly, so everyone is comfortable. He stated that he will take it back to LMAC and get something back to the BOS in July.

M. Walter explained that in [PublicInput@columbiact.org](mailto:PublicInput@columbiact.org) we received an email from Bruce Hopper about the height of the seawalls. M. Walter said that this is already in the regulations and that Mr. Hoppers concerns will be sent LMAC. M. Walter explained that we got another public input email from Brenden Sondergren on watercraft and placement of structures. This will also be sent to LMAC. Discussion ensued.

W. O'Brien asked about the addition of the new definition of property lines and how to measure frontage on an applicant's property. H. Beck explained that this is just clarification of concept of property lines for purposes of site lines and center lines, and location of rafts or moorings. Discussion ensued. S. Everett asked the BOS if they want clarity on any issues to please submit their questions and we will get the answers.

## **8. APPOINTMENTS / RESIGNATIONS:**

**8.1 Resignation of Kathrine Tolsdorf from the Board of Education.** S. Everett thanked Kathy Tolsdorf for her years of service and stated that everything Kathy did was always for the best of the children and she will be tough to be replaced. J. Ortiz stated she is sorry to see her go. R. Hellstrom asked if we could put together a letter thanking her for her services. L. Napolitano stated that she has worked with Kathy for years and she was very passionate about working with the kids. S. Everett MOVED to Approve the Resignation of Kathrine Tolsdorf from the Board of Education effective immediately. MOTION CARRIED 4.1 with W. O'Brien opposed. L. Napolitano joined the meeting.

**8.2 Appointments of Marc Volza as Animal Control Officer and Nicole Morey as Assistant Animal Control Officer.** M. Walter recommended the appointments of Marc Volza and Nicole Morey and explained that one big advantage is that they will be on duty during the day and a lot of the calls are involving Rec Park which they are already involved on a daily basis. He explained that eventually we may be able to join another town to increase coverage. R. Hellstrom asked how this will work financially. M. Walter explained that we would allow them to leave any time during their normal working hours to cover animal control as they are already being paid by the town

and that they will receive a stipend that they would split to cover them for weekends and nights. M. Walter explained that they will have to take an 80-hour course online. M. Walter stated that East Haddam and Hebron ACO will help as needed until we are up and running. S. Everett MOVED to Approve the Appointments of Marc Volza as Animal Control Officer and Nicole Morey as Assistant Animal Control Officer. MOTION CARRIED 5.0.

**9. TOWN ADMINISTRATOR REPORT:**

- 9.1 Update on Access Agency.** M. Walter explained that we have documented our concerns to the agency about not receiving services and they have agreed to not bill us for April and May. B. Derring will follow up on whether we will be receiving services in June. We will also be determining if we will go forward with Access Agency for next year. M. Walter explained that we will get an ad this week for a social worker. We already have existing residents that are interested, and we have a proposal from AHM to provide a social worker through their agency. S. Everett stated that he would like to have Access help us out until July so that any residents are provided the help they need. M. Walter explained AHM has been available as well through their hotline.
- 9.2 EHHD COVID-19 Report 5-28-20.** M. Walter explained we did have one death in town and up to 22 cases with 5 hospitalizations. We have not had any big spikes.
- 9.3 CT-CHIP Rate Concession.** M. Walter explained that we did get a 19% increase and a negotiated a small concession of ½ percent.
- 9.4 Section 6, Executive Order (EO) 7S and Section 1, Executive Order (EO) 7W Suspension and Modification of Tax Deadlines and Collection Efforts due to COVID-19.** M. Walter stated that the EO 7s and 7W defines the suspension and modification of tax deadline and will be published on the towns website and we have sent a write-up to Chronicle it was included in the monthly newsletter.

**10. CORRESPONDENCE:**

- 10.1 FY 20/21 Approved Budget.**
- 10.2 Thank you letter to Joyce Nasin for COVID-19 donation.**
- 10.3 “Welcome Home” 2020 Real Estate Guide featuring Town of Columbia.** Columbia was noted as a top 10 town in Tolland County.

**11. BUDGET:**

- 11.1 Transfers.** S. Everett MOVED to Approve \$80.00 to cover the cost above budget for the annual beach mailer postage. MOTION CARRIED 5.0.

S. Everett MOVED to Approve \$975.00 to cover the unbudgeted cost for the replacement of the AED at the Murphy House. MOTION CARRIED 5.0.

<b>TRANSFER#/AMOUNT</b>	<b>FROM A/C# DESCRIPTION</b>	<b>TO A/C# DESCRIPTION</b>
2020-034/\$80.00	10-4640-520/Prof/Tech	10-4640-110/Postage
2020-035/\$525.00	10-4640-500/Prof/Tech	10-4640-300/Supplies
\$300.00	10-4640-515/Contracted	
\$150.00	Services	
Total \$975.00	10-4640-520/Printing	

- 11.2 Refunds:** None.

12. **APPROVE PAYMENT OF BILLS:** S. Everett MOVED to Approve the Payment of Bills totaling \$ 65,433.92. MOTION CARRIED 5.0.
13. **AUDIENCE OF CITIZENS:** None.
14. **BOARD MEMBER COMMENTS:** J. Ortiz thanked M. Walter for getting information out before the meeting. J. Ortiz asked M. Walter to contact her weekly with updates. S. Everett stated that the Governor has made changes to how many people can gather in groups, which is now at 25. M. Walter and M. Volza will be in touch after to discuss the new changes.
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).** None.
16. **ADJOURNMENT:** S. Everett MOVED to Adjourn at 8:04 pm. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted by Jennifer C. LaVoie.

## 5.1 COVID-19 Municipal Procedural Updates

### Visitors to Town Hall

*Opening July 6, 2020 by Appointment Only*

1. Signs/markers will be set at the front doors of Town Hall and Yeomans Hall:
  - a. Yeomans Hall front doors will be entrance only for all visitors.
  - b. Town Hall front doors will be exit only for all.
  
2. Each visitor will be greeted by a Door Monitor who will do the following:
  - a. Greet the visitor and explain the COVID-19 protocol:
    - i. Have the visitor enter their name and phone number into the log.
    - ii. Take temperature with a touchless thermometer and record if there is a temperature in a log. If no, visitor can mark No in the log. If yes, they are requested to leave the building.
    - iii. Ask the visitor the following
      - A. Read list of symptoms and respond if have any:

Symptoms may appear **2-14 days after exposure to the virus**. People with these symptoms may have COVID-19:

- Fever or chills
  - Cough
  - Shortness of breath or difficulty breathing
  - Fatigue
  - Muscle or body aches
  - Headache
  - New loss of taste or smell
  - Sore throat
  - Congestion or runny nose
  - Nausea or vomiting
  - Diarrhea
- B. Attest if they have been exposed to COVID-19 virus and had any symptoms in the last 2 weeks.
  - C. Attest if they have travelled out of state or have been to a high-risk zone in the last 2 weeks.
- The visitor will then mark yes or no in the log.
  - The daily log is to be turned into the Town Administrator's office at the end of each day and **will be kept confidential.**

- iv. Have the visitor use the hand sanitizer before proceeding into Town Hall by following the markers and signs.
  - v. If the visitor does not have a mask or would like gloves, have them take them from the supply provided on the table with the hand sanitizer.
3. At the front door, in Yeomans foyer, the hallways and in Yeomans hall there will be markers, signs and floor mats reminding of social distancing and the use of masks. There will be a one-way traffic flow for all visitors to Town Hall.
4. For the Land Use department, one door will be used to enter and the other door to leave at the counter. Visitors will need to wait at the entrance door if there is already a visitor at the Land Use counter. Then the next visitor can enter once the counter is clear.
5. Signs will be placed on bathrooms doors for public access as well as employee only.
6. Cleaning logs will be placed in the public bathrooms (in Yeomans Hall foyer only) indicating last time cleaned. The bathrooms will be cleaned/disinfected a few times during the day. If there is a high traffic use of the bathrooms, the monitor will report to the Town Administrator to see if an additional cleaning is needed.
7. During the day, each department will be provided a spray bottle and paper towels (or wipes, if available) in order to clean/disinfect their offices during the day. Equipment that will be cleaned include phones, keyboards, fax machines, copiers. The cleaning will also include desktops as well as doorknobs. The Facility Custodian will maintain his daily cleaning schedule and will do additional as assigned.

## Town Staff

1. When a staff member comes to work, they will have their temperature taken by the department head with a touchless thermometer. They are to record their temp along with the time into the log as well as attest that they do not have the following symptoms:

Symptoms may appear **2-14 days after exposure to the virus**. People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

2. The daily logs are to be maintained by each department head and will turn in the logs weekly to the Town Administrator office. **These logs contain information that are confidential and should not be shared with other staff members or departments.**
3. Each department is to continue to wear masks in the office especially if there is more than one in the office and the social distance requirement of 6 feet can not be maintained. Hand sanitizer should also be available for all staff to use.
4. Each department will be provided all-purpose sprays and paper towels (or wipes, if available) for general cleaning and should also clean highly used office equipment, such as, phones, keyboards, fax machines and copiers.
5. Each department will have plexiglass installed where needed to protect them when visitors come.

5.1

**Town Administrator**

---

**From:** Jerry James <jjames246@earthlink.net>  
**Sent:** Monday, June 15, 2020 7:55 AM  
**To:** pstarkel@columbiafire5.org; mgeryk@hwporter.org; Town Administrator; Beverly Ciurylo; jjames246@earthlink.net; George Murphy; gregory.decarli@ct.gov; Steven Everett  
**Subject:** June 15 to June 21

General

Positive COVID-19 Test results & Hospitalizations – **NO INCREASES**

Town Beach – OPEN – maximum 55 people

Maintain Social Distancing and report any deficiencies for appropriate correction. Indoor group gatherings 10 people, outdoor gatherings 25 people

AHM Youth & Family Services available 9:00 AM – 5:00 PM (M-F) 860-228-9488 Ext. 13

Monday

Emergency Meals - HW Porter School – 8:00 AM - 9:00 AM

Tuesday

Non-perishable food donations - Beckish Senior Center - 8:00 AM - 3:00 PM

Meals on Wheels delivery – 11:00 AM – 1:00 PM

**HW Porter – Car Graduation Event – HW Porter parking lot 3:00 PM**

Board of Selectman (BOS) virtual meeting using “Zoom” – 7:00 PM

Wednesday

**PHASE II RE-OPENING**

Emergency Meals - HW Porter School – 8:00 AM - 9:00 AM

Transfer Station OPEN, **except Swap Shop and Hard&Soft cover books** - 8:00 AM - 4:00 PM

Level 3 & 4 PPE pick-up at Mohegan Thames Garage 9:00 AM

Local Health District phone Conference Call with CT DPH - 1:00 PM

Regional Emergency Support Plan Call w/ DEMHS Region 4 using "Zoom" - 2:30 PM

Governor's Phone Conference Call - 5:00 PM

Thursday

FD / Ambulance PPE pick-up at Mohegan Thames Garage 10:00 AM to 2:00 PM

Foodshare mobile distribution point of food – 1:00 PM, HW Porter parking lot

Town Office departments closing at 4:00 PM

Friday

Emergency Meals - HW Porter School – 8:00 AM - 9:00 AM

Saturday

Transfer Station OPEN, **except Swap Shop and Hard&Soft cover books** - 8:00 AM - 4:00 PM

# 5.1 Recreation Department COVID -19 Update

5.1

- Staff will take temperatures and record in a daily log.
- Beginning June 17<sup>th</sup>, the pavilion at Rec. Park will be open for rentals of 50 people or less.
- Fields will be open for groups to use, we will ask that all leagues, and organizations renting fields sign a document that they will abide by all executive orders and state guidelines, specifically those related to the reopening for youth and adult sports.
- Kayak rentals will resume on June 17<sup>th</sup> as well, with equipment being wiped down in between each use.
- All other programs and facilities are status quo per the last BOS meeting.

## 5.1 COVID-19 Update Senior Van 5.1

### **Phase One – Columbia’s Transportation Program**

The Town of Columbia’s Transportation Program will start back up with limited seating. Starting, Monday July 6th from 8am to 3pm we will begin providing transportation for our seniors and disabled persons. The seating will be limited on the 14-passenger van to 1 wheelchair and 3 passengers plus your driver. The Town of Columbia is also in the process of purchasing a Ford Escape SUV 2020 for medical transportation. We are hoping to have the medical car ready to go by the start of Phase One on Monday, July 6, 2020. The medical car will also only allow for 2 people plus the driver to insure proper distancing.

If you have a medical appointment or would like to go food shopping please call the senior center to book your rides. Please call Lisa or Margaret at 860-228-0759 ext. 2 only. I am sure we will be filling up fast due to limited space on the van. To ensure the safety of you and our drivers the following rules will need to be followed:

- 1.) You and your caretaker must always wear a mask during your ride.
- 2.) We will be using a scanner to check your temperature. If you are running a fever of over 100 degrees, we will not be able to transport you.
- 3.) After each round trip per person the driver will wipe down all surfaces of the van to properly sanitize.
- 4.) If you are feeling sick on the day of your ride please contact our office as soon as possible to reschedule.
- 5.) Sanitizer and gloves will be available on the van.

Thank you!

# 5.1 EHHD Covid-19 Update

5.1



4 South Eagleville Road • Mansfield CT 06268 • Tel: (860) 429-3325 • Fax: (860) 429-3321 • Web: [www.EHHD.org](http://www.EHHD.org)

## Eastern Highlands Health District Daily Activity Report COVID-19 Response

Date: 6/12/2020

Time: 1030hrs

Completed by: R Miller

	Cases	Deaths	Hospitalizations
<b>US</b>	2090115	113974	NA
<b>CT</b>	44461	4146	246*
<b>EHHD</b>	207	11	35

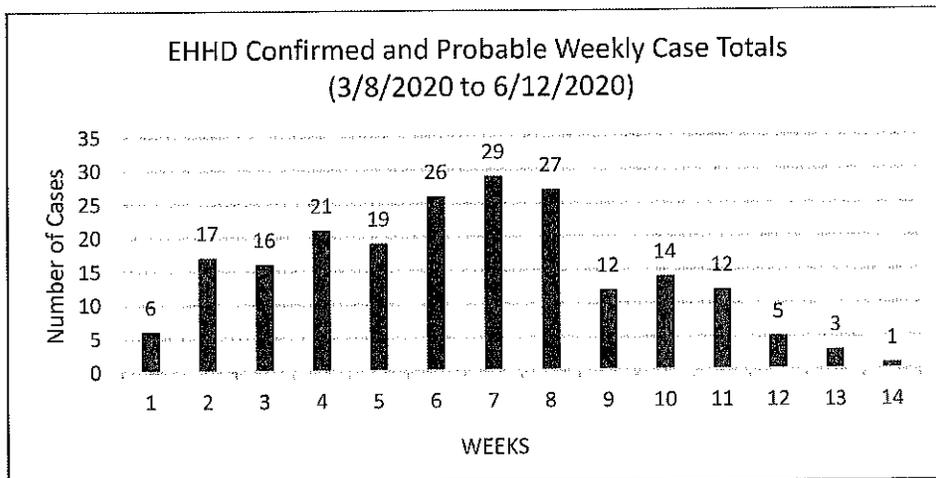
By Town:

	Cases	Hospitalized	Deaths		Cases	Hospitalized	Deaths
Andover	9	1		Coventry	41	4	1
Ashford	16	2		Mansfield	32	2	2
Bolton	21	5	3	Scotland			
Chaplin	3	1		Tolland	49	14	4
Columbia	23	5	1	Willington	13	1	

(x) Includes reports from local doctors not yet uploaded to state reporting system

Salient Activities/Information from previous 24 hours:

The EHHD is now fully utilizing the new state-wide contact tracing software platform, ContaCT.



## 5.2 Veteran Exemption Ordinances

Board of Selectmen resolution re adoption of veteran's exemption ordinances:

WHEREAS, the Board of Selectmen has previously recommended that the Town adopt certain ordinances expanding property tax exemptions and abatements for veterans; and

WHEREAS, the Town Charter would ordinarily require a special town meeting to adopt those ordinances; and

WHEREAS, in light of the current Declaration of Public Health and Civil Preparedness emergencies in the State of Connecticut and executive orders issued by Governor Lamont in conjunction with such declaration the holding of a town meeting would not be prudent; and

WHEREAS, Section 4 of Executive Order 7JJ issued by Governor Lamont on May 6, 2020 permits the Board of Selectmen, upon finding that taking such action in a timely manner serves an important public interest or to avoid financial loss, to take action to adopt or amend ordinances without complying with the Town Charter or any statutory requirement to hold a town meeting or referendum to approve such adoption or amendment; and

WHEREAS, the Board of Selectmen has determined that delaying the adoption of the proposed ordinances would potentially adversely impact the financial condition of certain veterans who may be affected by the Covid 19 pandemic or otherwise.

NOW, THEREFORE, BE IT:

RESOLVED: That, pursuant to the authority granted under Section 4 of Governor Lamont's Executive Order 7JJ, the Board of Selectmen does hereby adopt the ordinance entitled: [insert title of ordinance]

**ORDINANCE FOR TAX EXEMPTION ON MOTOR VEHICLES EQUIPPED FOR  
DISABLED VETERANS**

(in accordance with CGS 12-81h.)

Section 1: Upon the Assessor's determination of adequate proof, there shall be exempt from personal property taxation any motor vehicle specially equipped for disabled veterans.

Section 2: Any person seeking an exemption as provided under this ordinance shall be required to file an application, on a form prepared for such purposes by the Assessor and approved of by the Board of Selectmen, not later than the date of the assessment list with respect to which such exemption is claimed.

Presented: Town Meeting: Month/Day/Year

Adopted: Month/Day/Year

Published: Month/Day/Year

Effective Date: Month/Day/Year

## **ORDINANCE FOR INCREASED EXEMPTION FOR 100% DISABLED VETERANS**

Effective for the assessment year commencing October 1, 2020 and each assessment year thereafter, any veteran entitled to an exemption from property tax in accordance with C.G.S. § 12-81g(b), who has a disability rating of one hundred percent, as determined by the United States Department of Veterans Affairs, shall be entitled to an additional exemption from such tax in an amount equal to one and one-half times the amount of exemption pursuant to C.G.S § 12-81(20), provided such person's total adjusted gross income as determined for purposes of the federal income tax, plus any other income not included in such adjusted income, excluding veterans' disability payments, individually if unmarried, or jointly with spouse if married, during the calendar year ending immediately preceding the filing of a claim for any such exemption, is not more than twenty-four thousand dollars if such person is married or not more than twenty-one thousand dollars if such person is not married.

Presented: Town Meeting: Month/Day/Year

Adopted: Month/Day/Year

Published: Month/Day/Year

Effective Date: Month/Day/Year

# **ORDINANCE FOR PROPERTY TAX EXEMPTION FOR GOLD STAR PARENTS AND SPOUSES**

## **A. Purpose.**

The purpose of this chapter is to authorize the property tax exemption allowed by Conn. Gen. Stat. 12-81ii for any parent whose child was killed in action, or the surviving spouse of a person who was killed in action, while performing active military duty with the armed forces.

## **B. Exemption.**

Effective for assessment years commencing on or after October 1, 2020, any parent whose child was killed in action, or the surviving spouse of a person who was killed in action, while performing active military duty with the armed forces, as defined in subsection (a) of section 27-103 of the general statutes, which parent or surviving spouse is a resident of Columbia, shall be entitled to an exemption from property tax, provided such parent's or surviving spouse's qualifying income does not exceed the sum of the maximum qualifying income for individuals if unmarried, or jointly with spouse if married as set forth in Section 12-811 of the Connecticut General Statutes, as amended, plus \$25,000. The exemption provided for under this section shall be applied to the assessed value of an eligible parent's or surviving spouse's property in an amount up to ten per cent of such assessed value or twenty thousand dollars, whichever is greater.

## **C. Application for Exemption and Additional Limitations.**

1. Any person claiming to be entitled to an exemption from taxation under this section shall give notice to the Town Clerk that he or she is entitled to such exemption and shall be required to file an application, on a form prepared for such purpose by the Assessor, not later than the assessment date with respect to which such exemption is claimed.
2. No Assessor, Board of Assessment Appeals or other official shall allow such claim for exemption unless such parent or surviving spouse has proved his or her right to such exemption and unless an application and all required evidence in support thereof has been filed in the office of the Town Clerk. Exemptions so proven shall take effect on the next succeeding assessment day.
3. The exemption provided for under this section shall be in addition to any exemption to which an eligible parent or surviving spouse may be entitled under section 12-81 of the general statutes. No such eligible parent or surviving spouse entitled to an exemption under section 12-81f or 12-81g of the general statutes and this section shall receive more than one exemption.

Presented: Town Meeting: Month/Day/Year

Adopted: Month/Day/Year

Published: Month/Day/Year

Effective Date: Month/Day/Year

## **ORDINANCE FOR ADDITIONAL EXEMPTION FOR VETERANS**

(Pursuant to Section 12-81f of CGS under local ordinance Title X Sec. E.)

- 1) Any veteran entitled to an exemption from property tax in accordance with subdivision (19) of section 12-81 of the Connecticut General Statutes shall be entitled to an additional exemption applicable to the assessed value of property up to the amount of twenty thousand dollars, provided such veterans' qualifying income does not exceed the applicable maximum amount as proved under 12-811.
- 2) Any veterans' surviving spouse entitled to an exemption from property tax in accordance with subdivision (22) of section 12-81 shall be entitled to an additional exemption applicable to the assessed value of property up to the amount of twenty thousand dollars, provided such surviving spouses' qualifying income does not exceed the applicable maximum amount as provided under 12-811.
- 3) Any such veteran or spouse submitting a claim for such additional exemption shall be required to file an application on a form prepared for such purpose by the Assessor, not later than the assessment date with respect to which such additional exemption is claimed.

Each such application shall include a copy of such veterans' or spouses' federal income tax return, or in the event such a return is not filed such evidence related to income as may be required by the Assessor, for the tax year of such veteran or spouse ending immediately prior to the assessment date with respect to which such additional exemption is claimed.

Presented: Town Meeting: Month/Day/Year

Adopted: Month/Day/Year

Published: Month/Day/Year

Effective Date: Month/Day/Year

# 5.3 Charter Revision

5.3

## Town Administrator

---

**From:** Rambldr <XXXXXXXXXXXXXX>  
**Sent:** Thursday, June 11, 2020 2:14 PM  
**To:** Town Administrator  
**Subject:** Charter Revision

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi, Mark,

I would like to be considered for the Charter Revision Committee--representing Open Space.

Thanks,  
Paul

Paul W Ramsey  
860-916-6474

## 5.4 Authorization of the agreement between the Town of Columbia and USS Vineyard Solar LLC

### AGREEMENT FOR PAYMENT IN LIEU OF TAXES

This AGREEMENT FOR PAYMENT IN LIEU OF TAXES is made as of this \_\_\_\_\_ day of \_\_\_\_\_ 2020, by and among **THE TOWN OF COLUMBIA**, a town existing under the laws of Connecticut (the “Taxing Authority”) and **USS VINEYARD SOLAR LLC**, a subsidiary of United States Solar Corporation (“US Solar”).

#### BACKGROUND

US Solar is a limited liability company formed under the laws of Delaware. As project developer and option holder for real property located at 468 Route 87 in the Town of Columbia, Connecticut and identified as Tax Parcel 0303038 (the “Property”). US Solar has negotiated this Agreement for Payment in Lieu of Taxes with the Taxing Authority. The parties hereto have agreed to enter into such an agreement for the Property, under the terms and conditions hereof.

The Property, at the time that this Agreement is executed, is comprised of one commercial building being used as an event space and the remainder being forested or in agricultural production. The Property legal description can be found in Exhibit “A” attached hereto. US Solar’s use of the Property will be limited to the agricultural and forested portion of the Property, to produce renewable electricity for the Shared Clean Energy Facility program or similar, and shall occupy a maximum of 27 acres of the Property. The facility to be developed by US Solar will be constructed to a capacity not to exceed 3 MWac.

NOW THEREFORE, the Taxing Authority and US Solar, in consideration of the mutual undertakings set forth herein and for good and valuable consideration, receipt of which is hereby acknowledged, covenant and agree as follows:

1. **Term.** The term (the “Term”) of this Agreement shall commence upon final Permission to Operate notice from Eversource Energy and shall continue for two-hundred forty (240) calendar months. The Term shall terminate at the conclusion of the two-hundred fortieth (240<sup>th</sup>) month following commencement, unless previously extended by agreement of the parties. Prior to the expiration of the Term hereof, either party may request an extension of the Term hereof on such terms as may be mutually agreeable, including the amount of PILOT payment due during each year of the extension term, if permitted under applicable law. If the parties agree to extend the Term and such extension is permitted by law, the parties shall execute a written amendment hereto setting forth the duration of the PILOT payments payable during the extension of the Term.

2. **PILOT Payment.**

- (a) On or before January 1 of each year of the term of this Agreement, US Solar shall make a contribution to the Taxing Authority equal to \$5,000.00, as more fully set forth in Exhibit “B” attached to this Agreement (“PILOT Payment”). For the first year of operations, US Solar will make a “short year” contribution at the time its solar facility located on the Property receives a Permission to Operate notice in an amount prorated to reflect the number of days remaining in the year. All payments under this Agreement shall be remitted to the Town of Columbia tax collector for the Property.

- (b) The parties hereto agree that this Agreement is predicated on the assumption that personal and real property taxes are assessed by and paid to the Taxing Authority in the manner that is consistent with current law, and that the State of Connecticut's system of property taxes is not replaced by a substitute system of taxes (whether property or otherwise) that materially increases or diminishes the receipts a municipality derives from property taxes or that a taxpayer pays in respect to property taxes. In recognition of the foregoing, if the current system of property taxation is materially modified by law, the parties agree to negotiate in good faith to modify this Agreement in a manner that preserves the respective economic positions of both the Taxing Authority and US Solar.

3. **Taxing Authorities' Undertaking.** As long as no Event of Default shall have occurred and be continuing, the Taxing Authority, during the Term of the Agreement, shall not:

- (a) seek to collect Real Estate taxes with respect to the solar facility located on the Property, or
- (b) seek to collect from US Solar any Use and Occupancy Tax with respect to the Property.

4. **Late Contribution.** Because of the Taxing Authority's reliance on the PILOT Payment in its budgetary matters, the Taxing Authority may impose a late charge on the PILOT Payment in the event that US Solar fails to make all or any portion of the PILOT Payment as required by Paragraph 2 hereof within thirty (30) days of the due date. The late charge shall accrue on the unpaid balance in the amount of eighteen percent (18%) per annum, accruing monthly, as set forth in Connecticut General Statutes Section 12-146.

5. **Event of Default.** Each of the following shall constitute an Event of Default hereunder, if it continues for a period of thirty (30) days after written notice to US Solar providing details of such failure:

- (a) US Solar's failure to pay any sum due to the Taxing Authority hereunder on the date such sum is due.
- (b) US Solar's failure to comply with any other provision of this Agreement.
- (c) Any material change in use of the Property by US Solar.

6. **Remedies.** Upon the occurrence of an Event of Default, the Taxing Authority, at their option, may:

- (a) terminate this Agreement; and/or
- (b) bring action against US Solar to enforce the provisions of this Agreement and/or to collect any sums due hereunder; and/or
- (c) pursue any other remedy in law or equity to which Taxing Authority may be entitled.

7. **No Assignment.** Except with the prior written consent of the Taxing Authorities, at the Taxing Authority's sole discretion, US Solar shall have no right to assign its rights or obligations under this Agreement, and any other purported assignment shall be of no force or effect. Any such consent shall require the assignee to enter into a similar agreement with the Taxing Authority.

8. **Notice.** All notices, requests and other communications under this Agreement shall be effectively given only if in writing and sent by United States certified mail, return receipt requested, postage prepaid, or by a nationally recognized and receipted overnight courier service (such as Federal Express) guaranteeing next business day delivery, addressed as follows:

If intended for Taxing Authority:

Town of Columbia  
323 Route 87  
Columbia, CT 06237  
**Attention: Mary Lavalley, Tax Assessor**

and

If intended for US Solar:

US Solar  
100 N 6<sup>th</sup> Street  
Suite 410B  
Minneapolis, MN 55403  
**Attention: Peter Schmitt or Reed Richerson**

9. **Entire Agreement.** This Agreement represents the entire agreement between the parties hereto and shall not be modified in any manner except by written instrument executed by the parties and attached hereto.

10. **Amendment.** No amendment, modification or alteration of the terms of this Agreement shall be binding unless the amendment, modification or alteration is in writing, dated subsequent to the Effective Date and duly executed by all parties to this Agreement.

11. **Governing Law.** The Agreement and all disputes arising under the Agreement shall be governed, construed, and decided in accordance with the laws of the State of Connecticut.

12. **Headings.** The headings in the Agreement are for convenience only and are not a part of the Agreement. The headings do not in any way define, limit, describe, or amplify the provisions of the Agreement or the scope or intent of the provisions.

13. **Counterparts.** The Agreement may be executed simultaneously in multiple counterparts, each of which shall be deemed an original, but all of which taken together shall constitute but one and the same instrument.

14. **Miscellaneous.** The parties do not intend to create, and nothing contained in the Agreement shall be construed as creating, a joint venture arrangement, or partnership between Taxing Authority and US Solar. Nothing in the Agreement expressed or implied, is intended or shall be construed to confer upon or given to any person, firm, corporation, or legal entity, other than the parties, any rights, remedies, or other benefits under or by reason of the Agreement.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, and intending to be legally bound hereby, the parties have caused these presents to be executed as of the date first above written.

TOWN OF COLUMBIA

DATED: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

USS VINEYARD SOLAR LLC

DATED: 6/10/2020

By:  \_\_\_\_\_

Its: Vice President

EXHIBIT A  
PROPERTY DESCRIPTION

Real property in the City of Columbia, County of Tolland, State of Connecticut, described as follows: ALL THAT CERTAIN piece or parcel of land, together with the buildings and improvements thereon, situated in the Town of Columbia, County of Tolland, and State of Connecticut, on the westerly side of the Jonathan Trumbull Memorial Highway about one and one-half miles southerly from Columbia Green, bounded and described as follows, to wit:

Beginning at the northeast corner of said tract of land at land formerly of Charles Seeley, now land now or formerly of Walter Deptula, the line runs southwesterly by said Deptula land to land now or formerly of Tom Cohen; thence southeasterly by said Cohen land and land formerly of the heirs of Anson Holbrook to land now or formerly of Jake Tashlik; thence northeasterly by said Tashlik land to said highway; thence northwesterly by said highway to place of beginning, containing by estimation sixty (60) acres, more or less.

LESS AND EXCEPTING THEREFROM that certain piece or parcel of land, with all buildings and improvements thereon situated in the Town of Columbia, County of Tolland, and State of Connecticut, more particularly bounded and described as follows:

Beginning at an iron pin set in the ground at the intersection of two stone walls located on the westerly line of Jonathan Trumbull Highway also known as Route 87 which point marks the southeasterly corner of land now or formerly of Walter Deptula and the northeasterly corner of the premises described herein; thence South  $60^{\circ} 39 \frac{1}{2}'$  W along a stone wall and land now or formerly of said Walter Deptula for a distance of 300.80 feet to an iron pin set at the junction of two stone walls; thence South  $25^{\circ} 58'$  E a distance of 211.70 feet generally along a stone wall and land now or formerly of Joseph P. and Laura A. Szegda to an iron pin; thence North  $59^{\circ} 56 \frac{1}{2}'$  E a distance of 300.99 feet along land now or formerly of said Joseph P. and Laura A. Szegda to a drill hole set in a stone wall along the westerly street line of Jonathan Trumbull Highway; thence North  $26^{\circ} 39 \frac{1}{2}'$  W a distance of 11.70 feet along said westerly street line of Jonathan Trumbull Highway to a state highway monument located on the westerly side of said highway; thence North  $25^{\circ} 54 \frac{1}{2}'$  W a distance of 196.22 feet along the westerly line of said Jonathan Trumbull Highway to the point and place of beginning.

FURTHER EXCEPTING THEREFROM that certain piece or parcel of land, together with the buildings and all other improvements thereon, situated in the Town of Columbia, County of Tolland, and State of Connecticut, more particularly described on a certain map or plan entitled, "BOUNDARY SURVEY PORTION OF ASSESOR LOT MAP 30 LOT 38 – PREPARED FOR – RICHARD J. & VIOLET SZEGDA ERIC L. & DARIA S. SZEGDA SHOWING LAND TO BE ACQUIRED FROM RONALD SZEGDA ROUTE 87 COLUMBIA CONNECTICUT SHEET NO. 1 OF 1 SCALE 1" = 40' MARCH 22, 2006 ROB HELLSTROM LAND SURVEYING, 32 MAIN STREET HEBRON, CT. P.O. BOX 497 COLUMBIA, CT. 06237-0497". Said parcel is bounded and described as follows:

Commencing at the southeast corner of land now or formerly of Richard J. and Violet L. Szegda; thence running along Route 87 S  $27^{\circ} 31' 41''$  E 325.40 feet to a point; thence running further along Route 87 S  $28^{\circ} 17' 25''$  E 9.26 feet to a drill hole set; thence turning and running S  $61^{\circ} 03' 12''$  W 301.13 feet to an iron pin to be set; thence turning and running N  $27^{\circ} 31' 19''$  W 325.40 feet to an iron pin; thence turning and running along land now or formerly of Richard J. and Violet L. Szegda N  $59^{\circ} 18' 38''$  E 301.33 feet to the point and place of beginning.

Said parcel consisting of 2.28 acres.

**EXHIBIT B**  
**PILOT PAYMENT CALCULATION**

US Solar shall pay \$5,000 annually to the Town of Columbia, CT tax assessor's office once the solar facility at the property listed in Exhibit A has reached Permission to Operate.

For the first year of this agreement, the payment shall be calculated at \$13.70 per day remaining in the calendar year after the solar facility at the property has reached Permission to Operate and shall be paid within five (5) days of receiving Permission to Operate.

# 6.1 Rec Park Guardrails

## Town of Columbia Bid Summary

Town of Columbia Bid Summary			
ITEM:			
SOLICITATION #002-2020	Due Date	June 5, 2020	AWARDED
	Time	11:00 AM	
Bidder Name		TOTAL BID	
Atlas Residential & Commercial Services LLC		\$21,244.50	✓
Atlas Companies CTDOT Maintenance Contract 18PSX00147		\$44,410.50	
Riverhead Building Supply		\$21,013.50	
Total Fence, LLC		\$25,750.00	

G. Murphy recommends Atlas Residential & Commercial because we have used them on other fencing work with good results, even though Riverhead Building is lower by \$231.00.

6.1



REQUEST FOR PRICE QUOTE

		P&A Number	P&A Date	Quote Date
		<b>734274</b>	06/01/20	6/02/20
Sales Rep Number	Sales Rep Name	Warehouse Name		Warehouse
1436	Matthew Seekins	Westerly Store		21
Account	Account Name	Contact Information		
321	DEPT PUBLIC WORKS	(860) 228-4270 GEORGE		
Ship To		X-Street		
GEORGE MURPHY COLUMBIA CT 06237				
Product Category	Item Description	App/Usage		
70CCA	TREATED - MISC ITEM	GAURD RAIL		
Buyer	Job Name	Exposure		
747	GAURD RAIL			

Comments  
 REQ CUSTOMER SIGN OFF  
 NO RETURNS - CANNOT CANCEL ONCE ORDERED

Item Number	Qty	UM	Description/Comment	Price	Business Days
70CCA	147	EA	GAURD RAIL LINE POST 8"X8"X5'4" S4S SYP ACQ .60 QGRS288054L60 *** Extended Price ***	\$78.950 \$11,605.650	EA 10
70CCA	18	EA	GAURD RAIL END POST 8"X8"X5'4" S4S SYP ACQ .60 QGRS288054E60 1" CHAMFERED TOP *** Extended Price ***	\$78.950 \$1,421.100	EA 10
70CCA	5	EA	GAURD RAIL CORNER POST 8"X8"X5'4" S4S SYP ACQ .60 QGRS288054C60 *** Extended Price ***	\$94.950 \$474.750	EA 10
70CCA	160	EA	GAURD RAIL 4"X8"X10' S4S SYP ACQ .60 4810260 *** Extended Price ***	\$46.950 \$7,512.000	EA 10

\*\*\* Total Amount \*\*\* \$21,013.500  
 \*\*\* Sales Tax Not Included

PRICING WILL BE HELD FOR 14 DAYS.  
 PRICE BASED ON CURRENT VENDOR AVAILABILITY AND QUANTITY OF INQUIRY.

**Request for Proposals (RFP)**  
**GUARDRAIL INSTALLATION AT TOWN OF COLUMBIA RECREATION PARK**  
**Columbia, CT**  
**Solicitation Number 002-2020**

**TOWN OF COLUMBIA, CONNECTICUT**  
**RESPONSE FORM #2 REQUIRED RESPONSE**

**GUARDRAIL INSTALLATION AT TOWN OF COLUMBIA RECREATION PARK**

I, WE, the undersigned, hereby agree to furnish and deliver at the net price named herein, the following items, subject to and in accordance with specifications and conditions contained herein, all of which are made a part of this proposal.

Provide a unit cost, estimated total cost for each and total cost. We will require 1,535 feet to be installed. Installation will include line posts, corner posts and end posts all pressure treated.

Description	<u>Unit Cost</u>	<u>Estimated Total Cost</u>
1. Guard Rail line posts - 8" X 8", 5' 4" long treated Southern Yellow Pine with 1" chamfered top mortised for 4" x 8" rail. (Est. 92)	\$ 149.80	\$ 13,781.60
2. Guard Rail end posts - 8" X 8", 5' 4" long treated Southern Yellow Pine with 1" chamfered top mortised for 4" x 8" rail. (Est. 17)	\$ 142.80	\$ 2,427.60
3. Guard Rail corner post - 8" X 8", 5' 4" long treated Southern Yellow Pine with 1" chamfered top mortised for 4" x 8" rail. (Est. 6)	\$ 152.55	\$ 915.30
4. Guard Rail - 4" x 8" x 10' long treated Southern Yellow Pine (Est. 100)	\$ 41.20	\$ 4,120.00
<b>TOTAL</b>		\$ 21,244.50

**BIDDING COMPANY:** Atlas Residential + Commercial Services LLC

**ADDRESS:** 30 Northeast Industrial Road  
Branford, CT 06405

**COMPANY REP:** Peter Terzakis

**SIGNATURE:**  **DATE:** 6/3/20

**TELEPHONE:** 203-483-9013 x4520 **EMAIL:** pterzakis@atlasoutdoor.com

**ATLAS COMPANIES**

*Date 4/6/2020*

**PROPOSED GUARDRAIL INSTALLATION**

**FOR THE TOWN OF Columbia**

Phone# 860-228-4270 Fax# 860-228-0327

***BASED ON FIELD LAYOUT WITH George Murphy***

STREET	UNIT DOT MAINT BID ITEM # COST/UNIT*	LOC. #	RB AN TY I LF 16 \$1,099.00	8"x8" timber GR LF NC \$27.50	RB-350 5A LF 39 \$45.00	Terminal end Section EA 41B \$1,450.00	RB-350 MBR EA 5A \$23.00	TERM ELEM EA NC \$65.00	TRAF CONTROL EA 60A \$2.00	REMOVAL Post&cable LF 43 \$0.49	TOTALS
columbia Recreational area		1	2	1535							\$44,410.50
		2									\$0.00
		3									\$0.00
		4									\$0.00
		5									\$0.00
		6									\$0.00
			2	1535	0	0	0	0	0	0	\$44,410.50

\* Unit price based on low bid from the most recent CTDOT Maintenance Contract 18PSX00147

Price includes 10 additional end posts and 4 corner posts

Please sign and fax back this form so that we can proceed forward with scheduling the work. Thank you.

Authorized Representative \_\_\_\_\_ Date \_\_\_\_\_

Prepared by: Daniel T. Boone  
Guardrail manager

**Request for Proposals (RFP)**  
**GUARDRAIL INSTALLATION AT TOWN OF COLUMBIA RECREATION PARK**  
**Columbia, CT**  
**Solicitation Number 002-2020**

**TOWN OF COLUMBIA, CONNECTICUT**  
**RESPONSE FORM #2 REQUIRED RESPONSE**

**GUARDRAIL INSTALLATION AT TOWN OF COLUMBIA RECREATION PARK**

I, WE, the undersigned, hereby agree to furnish and deliver at the net price named herein, the following items, subject to and in accordance with specifications and conditions contained herein, all of which are made a part of this proposal.

Provide a unit cost, estimated total cost for each and total cost. We will require 1,535 feet to be installed. Installation will include line posts, corner posts and end posts all pressure treated.

Description	<u>Unit Cost</u>	<u>Estimated Total Cost</u>
1. Guard Rail line posts - 8" X 8", 5' 4" long treated Southern Yellow Pine with 1" chamfered top mortised for 4" x 8" rail. (Est. 92)	150.00	13,800.00
2. Guard Rail end posts - 8" X 8", 5' 4" long treated Southern Yellow Pine with 1" chamfered top mortised for 4" x 8" rail. (Est. 17)	150.00	2,550.00
3. Guard Rail corner post - 8" X 8", 5' 4" long treated Southern Yellow Pine with 1" chamfered top mortised for 4" x 8" rail. (Est. 6)	150.00	900.00
4. Guard Rail - 4" x 8" x 10' long treated Southern Yellow Pine (Est. 100)	85.00	8,500.00
<b>TOTAL</b>		<b>25,750.00</b>

**BIDDING**

**COMPANY:** Total Fence LLC

**ADDRESS:** 525 Ella Grasso Boulevard

**COMPANY REP:** Gina D'Errico

**SIGNATURE:** \_\_\_\_\_ **DATE:** 06/03/20

**TELEPHONE:** 203-497-9696 **EMAIL:** gina@totalfencellc.com

6.2 Authorization for the use of the Town Green  
and Gazebo.

6.2

**Town Administrator**

---

**From:** Carmen Vance [redacted]  
**Sent:** Thursday, June 11, 2020 1:35 PM  
**To:** Town Administrator  
**Subject:** Green

I am writing in support of Pastor Barry,s request that the Congregational Church be able to have it's outdoor services on the green near the gazebo so there is a source of power. Most of our congregation is in the high risk area for the virus and we are reluctant to move inside for services. Many thanks for your consideration of this proposal.

# 6.3 Discussion of Request for Rally Protocol on Town Property

6.3

Town Administrator

---

**From:** Tiffany Anderson [redacted]  
**Sent:** Monday, June 15, 2020 7:42 AM  
**To:** Town Administrator  
**Subject:** Re: Togetherness rally

East Hampton as well.

Thank you again!

On Sun, Jun 14, 2020, 7:35 PM Tiffany Anderson [redacted]

I just wanted to add to this, a list of a few other towns similar in size and demographic that have successfully held similar events (not limited to). If needed, I will happily reach out to organizers of these events for advice and support.

Colchester  
Coventry  
Deep River  
Niantic  
Old Lyme  
Winsor  
Woodstock

On Wed, Jun 10, 2020, 4:31 PM Tiffany Anderson [redacted] wrote:

Hi Mark,

Thank you for taking the time to talk with me today as I take these first few steps for organizing this event. I also made a phone call to troop K and left a voicemail for Officer DeCarle to see if they would be interested in collaboration for this event. Here are my initial thoughts. Please let me know what other information might be needed for Tuesday's meeting. Thank you again for your help and support.

## **Black Lives Matter: togetherness and support rally**

Date: Saturday June 20th (rain date June 27th)

Time: 11:00 AM-1:00 PM

Location: Town Green

Parking: Horace Porter or Saxton B. library

Participants: Columbia Resident Trooper and Troop K, open to public

Communication and information: This is a peaceful demonstration as a show of support for the Black Community, raising awareness of continued systemic racism. The message will be one of unity and collaboration to evoke needed actions and reforms. Social distance requirements will be mandatory for participation. Participants will be directed to properly dispose of any waste such as gloves, masks, water bottles etc.

Methods of communication and information regarding the event: Facebook, Instagram, and Nextdoor app.

6.4 Recommendation letter for Bald Eagle protection 6.4



Wildlife Division • Sessions Woods WMA

341 Milford Street • P.O. Box 1550 • Burlington, CT 06013  
Opportunity Employer

[www.ct.gov/deep](http://www.ct.gov/deep)

Affirmative Action/Equal

June 11, 2020

Mark Walter  
Town Administrator  
Town of Columbia  
1832 Rose Lane  
Columbia, CT 06237

Re. Recommendations for Bald Eagle Protection and Fireworks

Dear Mr. Walter:

Columbia has been fortunate to be one of the towns our recovering bald eagle population has chosen to nest in. The landowner where the nest is located, many of the local residents, and the Town have all worked together to make the nest successful. One additional step would help to avoid disturbing the active nest on Columbia Lake: We strongly recommend a seasonal restriction on fireworks displays on and near Columbia Lake between February 1 and July 15. The recommended period encompasses the onset of breeding behavior to when any young will have successfully left the nest. Disturbance of active bald eagle nests is prohibited (C.G. S. 26-93 and the federal Bald and Golden Eagle Protection Act).

Loud, prolonged, and unpredictable noises like fireworks can cause young to leave the nest before they are able to fly, often leading to the bird's death. To avoid harm to nesting eagles from fireworks, the U.S. Fish and Wildlife Service published guidelines recommending measures including a half mile restrictive buffer. The ultimate intent of these guidelines is to limit harm to eagles. If there is a reason to believe a prescribed buffer will not meet this intent, a larger buffer should be used.

While parts of Columbia Lake fall outside of the half mile buffer, the combination of the shape of the land, openness of the vegetation, and sound-conductive property of water will not minimize noise and light from fireworks. We are aware of instances in past years where eaglets did not tolerate loud noises before and just after it began flying. This behavior is adequate reason to believe that a half mile buffer is insufficient and that the seasonal restriction should encompass the entire lake.

With the exception of sparklers and fountains, fireworks are illegal in Connecticut, and any displays must be permitted by the local fire marshal. As such, we request that you consider these recommendations when issuing those permits. Please be advised that should state permits be required or should state involvement occur in some other fashion, specific restrictions or conditions relating to the species discussed above may apply. In this situation, additional evaluation of the proposal by the DEEP Wildlife Division should be requested.

Sincerely,

A handwritten signature in black ink that reads "Brian Hess". The signature is written in a cursive style with a large, prominent initial "B".

Brian Hess  
Wildlife Biologist

# 8.1 Appointment of Christine Sposito to the Board of Education.

June 3, 2020

Dear Tom Currier,

My name is Christine Sposito and I am applying for the open Board of Education position for the town of Columbia.

I am applying to this opening because I believe education is an integral part of our community. I have done my best to attend all BOE meetings for the past two years, and it saddens me that I am usually the only non-member in attendance. If accepted to this position I would make it my goal to communicate the good work the board does in support of our kids.

I am a mother of two boys, ages five and ten, who are currently enrolled at Horace Porter, and my husband Mike and I have lived in Columbia for the past eleven years. I am also a special education teacher for the town of East Hartford. I have served in that position for the past twenty years.

I believe my experience as a teacher and mother make me a strong candidate for this position. One of my proudest achievements as a teacher was creating, and running, the Unified Sports team at East Hartford Middle School. Working with the district, parents and students as well as the Connecticut Interscholastic Athletic Conference (CIAC) to create this program and keep it funded has been a labor of love. It has also shown me the inner workings of how to get things done for students and families.

I am an active parent and a proud member of our community. I would be honored to serve with the current members who have worked so hard these past few years.

Thank you for your time in reading this, I would love to continue this conversation in the hopes of attaining a spot on the Columbia Board of Education. Please contact me if you need any additional information.

Sincerely,

Christine E. Sposito  
860-463-0159





10.1

# State of Connecticut



Commanding Officer  
Lt. Marc Petruzzi #037

## Connecticut State Police Troop K - Colchester

Executive Officer  
Master Sergeant Eric Peck #085

Date: 06-02-2020

Mr. Steve Everett  
Columbia First Selectman  
323 Jonathan Trumbull Highway  
Columbia, CT 06237

Dear Mr. Steve Everett

This correspondence is an effort to keep you apprised of the monthly police services occurring within the Town of Columbia.

During the month of May 2020 the Columbia Resident Trooper as well as Troop K Troopers responded to 223 Calls for Service in the Town of Columbia. Of these Calls for Service the most notable are:

Accidents:	5
Burglaries:	0
Larcenies:	0
Other Criminal:	2
Other Non-Criminal:	3
Non Reportable Matters:	166
Other Noteworthy Events (List):	
One serious injury scooter accident	
One domestic with arrest	
Two Untimely Deaths	

In addition to the above investigations Troopers conducted the following motor vehicle enforcement:

On-Sight DWI:	0
Traffic Citations:	37
Written Warnings:	13

Sincerely,

***Lt. Marc F Petruzzi #037***

Lt. Marc Petruzzi #037  
COMMANDING OFFICER  
Troop "K" Colchester, CT

15A Old Hartford Road  
Colchester, Connecticut 06415  
Phone (860) 537-7500  
FAX (860) 537-7550

## 10.2 AHM Press Release: \$1,500 donation to Columbia from the Hero's Lawn sign campaign



**June 10, 2020**

Press Release: AHM Front Line Heroes Sign fundraiser

Submitted by: Joel Rosenberg, AHM



In the photo above a check is presented by representatives from AHM to Columbia Senior Services for their food bank.

On June 9, 2020 the AHM Board of Directors presented donations in the amount of \$1500.00 to each of the food banks in Andover, Columbia, Hebron and Marlborough. The donations were made possible through the AHM Front Line Heroes lawn sign campaign. What started out as an idea to honor and recognize local front line heroes involved in the fight against COVID-19 quickly turned into a region wide fundraiser for five local charities.

According to Bernadette Derring, Director of Sr. Services and Municipal Agent for the Elderly in Columbia, shared: *"The continued support to our senior citizens and families in need is beyond imaginable. Reaching everyone with food and support equals love."*

Columbia Town Administrator Mark Walter, who also attended the presentation of checks from AHM also shared: *"The partnership with AHM and the Columbia Food Bank is truly a perfect fit. Thank you for all of the financial and emotional help through these trying times."*