

REGULAR MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, July 19, 2016 - 7 pm.
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT

CALL TO ORDER: First Selectman Carmen Vance; Selectman William O'Brien; Selectman Robert Hellstrom; Selectman Robert Bogue. Absent: Deputy Selectman Steven Everett.

ALSO PRESENT: Mark Walter, Town Administrator; Bev Ciurylo, Finance Director; Bud Meyers, Facilities Manager; Marc Volza, Director of Parks and Rec; Mike Lester, Fire Marshal; Ann Dunnack; Millie Ramsey; Dan Wells.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited. C. Vance welcomed M. Walter to Columbia.
2. **MINUTES: BOS Meeting Minutes of June 6, 2016:** C. Vance MOVED to approve the minutes of June 7, 2016 with the following amendment:
Item 9.1 states, "W. O'Brien MOVED to approve the following transfers" and it should state, "R. Bogue MOVED to approve the following transfers" MOTION CARRIED 4:0.
3. **AUDIENCE OF CITIZENS:** Millie Ramsey read a statement into the record regarding her concern with the Columbia Beach Reconstruction. (see attached)

Dan Wells of Upper Woodland Terrace spoke in favor of drones. He explained that he was enjoying the lake over the weekend with his younger cousins and a professional photographer visited. The photographer used a drone to "follow" the kids around as they played on the lake to take photos and videos, per the request of the family. D. Wells stated that he was approached by Marine Patrol and told that drones were not allowed. He explained that he understands that regulations may eventually be required for air devices such as this, however he would like to be sure that the Marine Patrol also takes into consideration fun for families as well as safety.

4. **OLD BUSINESS:**
- 4.1 **Covering of Trash Loads in Transport to Transfer Station:** M. Walter told the BOS that residents are abiding by the existing ordinance and covering their trash loads before going to the transfer station. Both Trooper DeCarli and Public Works Director, George Murphy, have stated that the problem with trash flying out of the back of pick-up trucks is improving.
- 4.2 **Master Plan for Rec Park and Contiguous Lands – Contract Agreement:** M. Walter stated that the Town Planner expressed that the chosen firm, Sampson and Weston, has had the most experience integrating space with existing structures, which is exactly what Columbia is doing with this project. She also stated that they are excited to get the project started. W. O'Brien MOVED to authorize the Columbia First Selectman to execute the contract with Weston and Sampson for the master plan for Recreation Park and contiguous town lands. MOTION CARRIED 4:0.
- 4.3 **Authorization of Playground contract:** M. Volza provided an update to the BOS regarding the new playgrounds for Porter School and Rec Park. He explained that the playground for the school should be completed by fall, in time for the start of the school year and that the playground at Rec Park (which is replacing the current playground for ages 5-12 years of age), will be completed shortly after the one at the school. Discussion followed. R. Hellstrom MOVED to authorize the First Selectman to sign the contract between the Town of Columbia and Creative Recreation for installation of a playground at Horace Porter School and Columbia Recreation Area as presented. MOTION CARRIED 4:0.
- 4.4 **Authorization of Property Purchase Contract:** This ITEM has been TABLED.
- 4.5 **Road update:** M. Walter stated that the Public Works Department has completed its road paving operations on Dilaj Drive, Deer Run and Bears Den Way and that curbing repairs for these streets are scheduled to begin this week, weather permitting. M. Walter explained that upon completion Public Works staff will begin to address other curb repairs around town as well as drainage work on Hennequin Road.

- 4.6 Library Update – handicap ramp:** C. Vance and B. Meyers provided an update on the Library project. B. Meyers explained that the town will be re-grading and installing a handicap ramp for the exit at the Program Room.
- 5. NEW BUSINESS:**
- 5.1 Disbandment of Brand Committee:** C. Vance explained that the Brand Committee was originally created to find ways to spend the money donated to the town by the late Henriette Brand. She stated that the town was to spend this money solely for recreational purposes. W. O'Brien asked what else the Brand money was spent on, besides the \$154,000 for the Ellis Property. B. Ciurylo stated there is approximately \$200,000 remaining which is going to be spent on Rec Park. A. Dunnack stressed that she feels the town should name a piece of property or a structure after Henriette Brand and the late Dave Bell, to show thanks for their generous donations. M. Volza stated that the new playscape at Porter School will be named after D. Bell. R. Hellstrom stated that the Ellis property that the town purchased with some of the Brand funds is still referred to as the Ellis property. He suggested that perhaps a good start going forward would be to refer to this as the Brand property. The BOS was in agreement. C. Vance stated that she feels the Rec Commission should discuss ideas regarding dedicating town owned property to these individuals. Also, discussion regarding this should also be included in the Master Planning process for Rec Park and Contiguous Lands. C. Vance MOVED to formally disband the Brand Committee. MOTION CARRIED 4:0. The BOS thanked the Brand Committee for a job well done.
- 5.2 Events Magazine:** M. Walter stated that a news magazine has been a popular discussion since he started working in Columbia. He shared "Events Magazine" with the Board. He explained that this company provided the news magazine for East Haddam. It is a non-political, non-confrontational magazine that simply shares town events and advertisements for local businesses. M. Walter stated that the intent is for the magazine to fund itself with the cost of advertisements. He met with Bill McMinn, owner of Events Magazine and explained that due to the small size of Columbia, it could be a bit of a challenge to get enough local businesses to run ads. M. Walter requested approval from the BOS for postage funding for one year which would equate to \$1,530. In this time, Mr. McMinn has offered to visit local businesses and offer them the opportunity to purchase a spot in the magazine to advertise. R. Bogue asked if a business chooses to purchase a spot in the newspaper for an ad, would they receive copies of the magazine for themselves and their customers/clients. M. Walter said yes. Discussion followed. R. Bogue MOVED to fund the expenses discussed relative to "Events Magazine" for the first year. MOTION CARRIED 4:0.
- 5.3 Land Acquisition process – Ordinance #8-13:** M. Walter reviewed Columbia Ordinance #8-13 entitled Land Acquisition, and state statute 8-24. Discussion followed regarding the process for withdrawing funds from this account. M. Walter will review the ordinance with the attorney. A. Dunnack stated the appropriate process was followed when the town purchased the development rights for the Szegda property.
- 6. COLUMBIA LAKE / DAM / BEACH:**
- 6.1 Application of Rachelle Bernabei for a new raft at 149 Route 87:** C. Vance MOVED to approve the application of R. Bernabei for a new raft at 149 Route 87, contingent upon the recommendations and conditions set forth by LMAC. MOTION CARRIED 4:0.
- 6.2 Application of Keith Naison to install a boat lift at 7 Webster Lane:** C. Vance MOVED to approve the application of K. Naison to install a boat lift at 7 Webster Lane contingent upon the recommendations and conditions set forth by LMAC. MOTION CARRIED 4:0.
- 7. APPOINTMENTS / RESIGNATIONS:**
- C. Vance MOVED to appoint M. Walter as Columbia's representative for the following:
- 7.1 Eastern Highland Health District (EHHD)**
- 7.2 Connecticut Conference of Municipalities (CCM)**
- 7.3 Connecticut Inter-local Risk Management Agency (CIRMA)**
- MOTION CARRIED 4:0.
- 8. TOWN ADMINISTRATOR REPORT:**
- *Town Phone system* – A new phone system will be installed on 7/27/16 and staff will receive training on 7/28/16. There should be no interruptions to current phone service during the installation.
- *Beach erosion* – M. Walter recognized this as a key part of the lake and stated that he has asked G. Murphy to seek renditions from the engineering firm for construction of the

retaining wall, railing treatments, etc. LMAC expressed concern with invasive plants and would like to see something done regarding unauthorized boats entering the lake. That will all be looked into.

- *July 4th parade/gazebo*: M. Walter shared a thank you card from the Lions Club, to Bud Meyers for the wonderful job he did painting the gazebo and preparing for the July 4th Parade. The Lions Club received many compliments on the gazebo!

- *WRTD*: M. Walter shared a “WRTD Rider’s Guide” with the Board and stated that transportation for residents is still available through Dial-A-Ride.

- *CIRMA*: M. Walter discussed the following with the BOS: Drone Coverage, Cyber Liability and the VFA (Volunteer Firefighter Accident) Program. He explained that the VFA and Cyber Liability are provided at no additional direct cost by CIRMA. M. Walter stated that Drone Coverage by endorsement would provide members coverage for exposures that drone use poses if the town were to purchase a drone in the future.

C. Vance stated that there currently is no policy or ordinance regarding drones. However, this is most likely going to be a topic that BOS will need to discuss in the future. She asked the BOS to start thinking about this. M. Walter will start looking into regulations, etc. regarding drones.

9. CORRESPONDENCE:

9.1 Eagle Scout Project by Adrian Salustri - Szegda Farm raised gardens

9.2 CRCOG Annual Report

9.3 Article from *East Haddam News* re: Mark Walter

10. BUDGET:

10.1 Transfers: C. Vance MOVED to approve the following transfers:

TRANSFER # / AMOUNT	FROM A/C #, DESCRIPTION	TO A/C #, DESCRIPTION
2016-053 / \$31	10-4115-230, Old Firehouse Electricity	10-4115-240, Old Firehouse Fuel
2016-054 / \$184	10-4136-300, Finance Supplies	10-4136-500, Finance Prof/Tech
2016-055 / \$61	10-4260-240, Senior Center Fuel	10-4260-300, Senior Center Supplies
2016-056 / \$8	10-4345-300, Emergency Management Supplies	10-4345-770, Emergency Management Transportation
2016-057 / \$2	10-4410-240, DPW Fuel	10-4410-300, DPW Supplies
2016-058 / \$64	10-4570-300, Land Use Supplies	10-4530-520, Building Svcs Printing
2016-059 / \$11	10-4640-240, Beach Svcs Fuel	10-4640-300,

MOTION CARRIED 4:0.

10.2 Refunds: None.

11. APPROVE PAYMENT OF BILLS: FY 15-16: C. Vance MOVED to approve the FY 15-16 payment of bills including regular bills, credit cards and paychex in the amount of \$89,786.08. MOTION CARRIED 4:0. **FY 15-16 / FY 16-17:** C. Vance MOVED to approve the FY 15-16 / FY 16-17 payment of bills including regular bills, emergency bills, credit cards and paychex in the amount of \$465,926.70. MOTION CARRIED 4:0.

12. BOARD MEMBER COMMENTS: R. Bogue shared a newspaper article regarding disc golf. He expressed that he would like the Rec Department to look into bringing this activity to Columbia. M. Volza stated that a disc golf course is being proposed as part of the Master Plan for Rec Park and Contiguous Lands.

13. EXECUTIVE SESSION:

13.1 Real estate per State Statutes Section 1-200(6)(D); Pending Litigation per State Statutes Section 1-200(6)(B); Personnel per State Statues Section 1-200(6)(A); C. Vance MOVED to enter into executive session at 8:00 pm with Ann Dunnack, representing Open Space, present.. A. Dunnack exited executive session and Mike Lester, Fire Marshal, entered. Executive session ended at 8:20 pm.

14. ADJOURNMENT: C. Vance MOVED to ADJOURN at 8:21pm and the MOTION CARRIED UNANIMOUSLY. The next meeting of the BOS is scheduled for Tuesday, August 2, 2016 at 7 pm.

Respectfully submitted by Kimberly A. Bona