

**REGULAR MEETING AGENDA
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

- 1. PLEDGE OF ALLEGIANCE**
- 2. MINUTES: BOS Meeting Minutes of June 6, 2016**
- 3. AUDIENCE OF CITIZENS**
- 4. OLD BUSINESS:**
 - 4.1 Covering of Trash Loads in Transport to Transfer Station**
 - 4.2 Master Plan for Rec Park and Contiguous Lands – Contract Agreement**
 - 4.3 Authorization of Playground update**
 - 4.4 Authorization of Property Purchase Contract**
 - 4.5 Road update**
 - 4.6 Library Update – handicapped ramp**
- 5. NEW BUSINESS:**
 - 5.1 Disbandment of Brand Committee**
 - 5.2 Events Magazine**
 - 5.3 Land Acquisition process – Ordinance #8-13**
- 6. COLUMBIA LAKE / DAM / BEACH:**
 - 6.1 Application of Rachele Bernabei for a new raft at 149 Route 87**
 - 6.2 Application of Keith Naison to install a boat lift at 7 Webster Lane**
- 7. APPOINTMENTS / RESIGNATIONS:**
 - 7.1 Appointment of Mark Walter as EHHD Representative**
 - 7.2 Appointment of Mark Walter as CCM Representative**
 - 7.3 Appointment of Mark Walter as CIRMA Representative**
- 8. TOWN ADMINISTRATOR REPORT**
- 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**
 - 10.2 Refunds**
- 11. APPROVE PAYMENT OF BILLS**
- 12. BOARD MEMBER COMMENTS**
- 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 Statutes Section 1-200(6)(A);**
- 14. ADJOURNMENT**

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

2+ ✓

Members Present: First Selectman Carmen Vance; Deputy Selectman Steven Everett; Selectman William O'Brien; Selectman Robert Hellstrom; Selectman Robert Bogue.

CALL TO ORDER: Finance Director Bev Ciurylo; Public Works Director George Murphy; Facilities Manager Bud Meyers; Superintendent Lol Fearon; Ann Dunnack; Bryan Tarbell; Fire Marshal Mike Lester.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
2. **MINUTES: BOS Meeting Minutes of May 17, 2016 and BOS Special Meeting Minutes of May 19, 2016:** R. Bogue MOVED to approve the BOS May 17, 2016 minutes and the BOS May 19, 2016 minutes. MOTION CARRIED 4:0.

S. Everett arrived at 7:03 pm.

3. **AUDIENCE OF CITIZENS:** None.

4. **OLD BUSINESS:**

- 4.1 **Covering of Trash Loads in Transport to Transfer Station:** G. Murphy stated that a sign has been made and put up at the Transfer Station to inform residents that going forward all trash loads must be covered when entering the Transfer Station. This will become effective July 1, 2016. Residents entering the transfer station on or after July 1, 2016 will be turned away if they do not have their trash loads covered.

5. **NEW BUSINESS:**

- 5.1 **BOE Request for Waiver of Bid Process for Capital Project:** L. Fearon spoke about the BOS capital project to replace the bleachers in the cafetorium. He explained that they are proposing to construct a stairwell and storage area. This will eliminate the safety concern of climbing the bleachers to get to the existing balcony. Mike Sylvester has drafted pictures for the proposed project but an architectural firm will be needed for on-site architectural services due to the impact the project will have on the ventilation system, etc. L. Fearon stated that the firm that handled the school roof project, Silver Petrucelli and Associates, has all of the existing drawings from the roof project and has stated that they would perform the work for no more than \$7,800. Therefore, the BOE is requesting that the BOS waive the bidding process for this project. Discussion followed. W. O'Brien MOVED to approve the BOE request to waive the bidding process for the Capital Project entitled Cafeteria bleachers/stairs/storage. MOTION CARRIED 5:0.

- 5.2 **Rumble Strips:** G. Murphy stated the Department of Transportation (DOT) has selected candidate locations to install centerline rumble strips along sections of state owned and maintained roads to reduce the risks of head-on and sideswipe opposite direction crashes. This selection includes areas of Route 6 (Bunker Hill Road to West Bound Route 66). G. Murphy explained that if the town agrees to this at this time, it will be done at no cost. However, if the town declines the offer and then chooses to install the rumble strips in the future then the town will have to pay for it. G. Murphy stated that there is minimal curbing in this area and does not feel that it would cause a noise issue. He also feels that it is a good safety implementation. Discussion followed. The BOS concurred that it is a good idea to allow DOT to move forward with the installation of centerline rumble strips on Route 6 as discussed.

- 5.3 **Phone System:** B. Meyers requested the BOS waive the bid process for a new phone system. He explained that the town's current phone system has been great in terms of maintenance requirements over the years, however this system is approximately 20 years old and is beginning to have problems. B. Meyers recommends the town purchase the new phone system from the same company that they got the current phone system from, AVIA. He stated that the cost for the new phone system will be \$16,800. W. O'Brien

MOVED to approve the request of B. Meyers to waive the bidding process for a new phone system. MOTION CARRIED 5:0.

5.4 **Proclamation for Monarch Butterfly and Bee Preservation:** The BOS supported the Proclamation as presented to be signed by the First Selectman.

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

6.1 **Application of Mary Roickle for dock and boat cover repair at 34 Erdoni Road:** C. Vance MOVED to approve the application of M. Roickle for dock and boat cover repair at 34 Erdoni Road contingent upon the conditions set forth by LMAC. MOTION CARRIED 5:0.

7. **APPOINTMENTS / RESIGNATIONS:**

7.1 **Appointment of Gene Sellers to Charter Cable Advisory Committee:** R. Bogue MOVED to appoint G. Sellers to the Charter Cable Advisory Committee. MOTION CARRIED 5:0.

7.2 **Appointment of Town Administrator:** C. Vance MOVED to hire Mark Walter as Columbia Town Administrator effective July 1, 2016. MOTION CARRIED 5:0.

8. **CORRESPONDENCE:** None.

9. **BUDGET**

9.1 **Transfers:** W. O'Brien MOVED to approve the following transfers as presented:

TRANSFER # / AMOUNT	FROM A/C #, DESCRIPTION	TO A/C #, DESCRIPTION
2016-044 / \$2,600	10-4130-016, ROV Election Workers	10-4130-010, ROV Salaries
2016-044 / \$1,000	10-4130-500, ROV Prof/Tech	10-4130-300, ROV General Supplies
2016-044 / \$200	10-4130-500, ROV Prof/Tech	10-4130-770, ROV Transportation
2016-045 / \$300	10-4112-140, Administration Advertising	10-4112-130, Administration Legal Notices
2016-046 / \$41	10-4112-120, Administration Telephone/Communications	10-4115-120, Old FH, Telephone/Communicatons
2016-047 / \$95	10-4410-011, DPW Salaries OT	10-4420-011, Waste Disposal Salaries OT
2016-048 / \$175	10-4570-300, Land Use General Supplies	10-4570-600, Land Use Repairs/Maintenance
2016-049 / \$416	10-4112-770, Administration Transportation	10-4610-300, Public Celebrations Supplies
2016-050 / \$2,004	10-4136-010, Finance Salaries	10-4520-010, IWWC Salaries
2016-051 / \$10,000	10-4136-010, Finance Salaries	10-4510-010, PZC Salaries
2016-052 / \$8,520	10-4800-900, Contingency	10-4510-010, PZC Salaries

MOTION CARRIED 5:0.

9.2 **Refunds:** None.

10. **APPROVE PAYMENT OF BILLS:** C. Vance MOVED to approve total payment of bills in the amount of \$490,241.12 including regular bills, emergency bills, bonds, credit cards and paychex. MOTION CARRIED 5:0.

11. **BOARD MEMBER COMMENTS:** None.

12. **EXECUTIVE SESSION**

12.1 **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 7:30 pm with B. Ciurylo, G. Murphy and M. Lester present. MOTION CARRIED 5:0. Executive session ended at 8:05 pm.

The BOS tentatively scheduled a Town Meeting for Tuesday, July 12, 2016 at 7 pm for the purchase of land.

13. **ADJOURNMENT:** C. Vance MOVED to ADJOURN at 8:08 pm and the MOTION CARRIED UNANIMOUSLY. The next meeting of the BOS is scheduled for Tuesday, June 21, 2016 at 7 pm.

Respectfully submitted by Kimberly A. Bona

To: Columbia Board of Selectmen, July 19,2016

Audience of Citizen: Thoughts and comments concerning Columbia Beach Reconstruction from Millie Ramsey

Columbia Lake Beach is the “ waterfront slice of heaven” that is valued and enjoyed by the townspeople of Columbia , the majority of whom do not live on the Lake, but frequent the beach year round to enjoy the natural beauty, tranquility, and sandy swimming waters.

The Murphy House, once know as “Hillcrest” was a summer boarding house in the early 1900's; renting rooms, serving meals and afternoon tea. A public beach has operated in that area since the 1930's.

In September,1950 , a town meeting was held which voted to close the beach to the public and reserve it for the use of townspeople.

In 1990, the Town purchased the Murphy property for \$315,00.00 and appropriated an additional \$65,00.00 for renovations. The renovations to the Murphy house,the parking lot and the ground were carefully designed by a professional architect and coordinated by the then Beach Committee: of which I was Chairperson. With the support and expertise of Peter Naumec,the then DPW Director, the renovations to the house, boat launch and beach area were completed

My reason for providing a little piece of history is to emphasize that the Beach area renovations are important to a lot of people and is a project that deserves to be carefully planned by professional designers and engineers. A finalized plan should take into account how the beach is currently used and what is most valued by the people who pay to use it each summer. The plan should take into account not only the need for accessibility, but also the aesthetic view for the swimmers in the water as well as the shade.

My request is that those designing this project actually visit the beach while people are there using it. Become familiar with what is important to beach users. View the area from the water as a swimmer as well as from land. We will live with the renovations to the beach for generations to come. Plan wisely.

Bring the final plan to a Town meeting: perhaps one held at the Beach so those voting on a plan can visualize the effect. Thank you.



TOWN OF COLUMBIA

323 Jonathan Trumbull Highway, Columbia, CT 06237
(860) 228-0440 FAX: (860) 228-2847

Building & Land Use Department

TO: Board of Selectman

FROM: Paula Stahl, Town Planner

DATE: June 16, 2016

RE: Consultant Contract for Rec Park Master Plan

Background

In March the Town issued an RFQ/RFP seeking a qualified consultant to develop a master plan for Columbia Recreation Park and contiguous town lands. Fourteen firms responded; the submissions were reviewed by Carmen, George, Marc, Nikki and me. We narrowed the candidates to four firms to interview, after which, Weston & Sampson was unanimously chosen. The firm is multi-disciplinary with extensive experience in park master planning. The team will be lead by Cheri Ruane, RLA as the principal-in-charge; she is an award winning designer and will be very hands-on with this project. The fee is not to exceed \$24,600 and is all inclusive, meaning there are no additional charges for travel, etc.

BOS Action Needed

The Board needs to authorize the First Selectman to execute the contract.

✓ MOVE to authorize the Columbia First Selectman to execute the contract with Weston & Sampson for the master plan for Recreation Park and contiguous town lands.

WESTON & SAMPSON GENERAL TERMS AND CONDITIONS

1. It is understood that the Proposal and Revised Team Chart attached hereto and dated May 24, 2016 is valid for a period of ninety (90) days. Upon the expiration of that period of time or the delay or suspension of the services, WESTON & SAMPSON reserves the right to review the proposed basis of payment and fees, to allow for changing costs as well as to adjust the period of performance to conform to work loads. References herein to WESTON & SAMPSON are understood to refer to WESTON & SAMPSON ENGINEERS, INC.
2. Invoices will be submitted periodically (customarily on a monthly basis), and terms are net cash, due and payable upon receipt of invoice. If the OWNER fails to make any payment due to WESTON & SAMPSON for services and expenses within thirty (30) days after receipt of WESTON & SAMPSON'S statement therefor, WESTON & SAMPSON may, after giving seven (7) days' written notice to the OWNER, suspend services under this Agreement. Unless payment is received by WESTON & SAMPSON within seven (7) days of the date of the notice, the suspension shall take effect without further notice. In the event of a suspension of services, WESTON & SAMPSON shall have no responsibility to the OWNER for delay or damage caused the OWNER because of such suspension of services.
3. WESTON & SAMPSON will serve as the professional representative of the OWNER as defined by the Proposal or under any Agreement and will provide advice, consultation and services to the OWNER in accordance with generally accepted professional practice consistent with that degree of skill and care ordinarily exercised by practicing design professionals performing similar services in the same locality, at the same site and under the same or similar circumstances and conditions. Therefore, estimates of cost, approvals, recommendations, opinions, and decisions by WESTON & SAMPSON are made on the basis of WESTON & SAMPSON'S experience, qualifications and professional judgment. Accordingly, WESTON & SAMPSON does not warrant or represent that bids or negotiated prices will not vary from the OWNER'S budget for the project, or from any estimate of the Cost of the Work evaluation prepared or agreed to by WESTON & SAMPSON. WESTON & SAMPSON makes no warranty or guarantee, express or implied, regarding the services or work to be provided under this Proposal or any related Agreement. Notwithstanding any other provision of these General Terms and Conditions, unless otherwise subject to a greater limitation, and to the fullest extent permitted by law, the total liability in the aggregate, of WESTON & SAMPSON and their officers, directors, employees, agents, and independent professional associates, and any of them, to OWNER and any one claiming by, through or under OWNER, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of in any way related to WESTON & SAMPSON'S services, the project, or this Agreement, from any cause or causes whatsoever, including but not limited to, the negligence, errors, omissions, strict liability, breach of contract, misrepresentation, or breach of warranty of WESTON & SAMPSON or WESTON & SAMPSON'S officers, directors, employees, agents or independent professional associates, or any of them, shall not exceed the greater of \$50,000 or the total compensation received by WESTON & SAMPSON hereunder and OWNER hereby releases WESTON & SAMPSON from any liability above such amount. WESTON & SAMPSON shall have no upfront duty to defend the OWNER but shall reimburse defense costs of the OWNER to the same extent of its indemnity obligation herein.
4. Where the Services include subsurface exploration, the OWNER acknowledges that the use of exploration equipment may alter or damage the terrain, vegetation, structures, improvements, or the other property at the Site and accepts the risk. Provided WESTON & SAMPSON uses reasonable care, WESTON & SAMPSON shall not be liable for such alteration or damage or for damage to or interference with any subterranean structure, pipe, tank, cable, or other element or condition whose nature and location are not called to WESTON & SAMPSON'S attention in writing before exploration begins.
5. WESTON & SAMPSON and its consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous waste in any form at the project site. Accordingly, the OWNER agrees to assert no claims against WESTON & SAMPSON, its principals, agents, employees and consultants, if such claim is based, in whole or in part, upon the negligence, breach of contract, breach of warranty, indemnity or other alleged obligation of WESTON & SAMPSON or its consultants, and arises out of or in connection with the detection, assessment, abatement, identification or remediation of hazardous materials, pollutants or asbestos at, in, under or in the vicinity of the project site identified in the Proposal. OWNER shall defend, indemnify and hold harmless WESTON & SAMPSON, its principals, agents, employees, and consultants and each of them, harmless from and against any and all costs, liability, claims, demands, damages or expenses, including reasonable

- attorneys' fees, with respect to any such claim or claims described in the preceding sentence, whether asserted by OWNER or any other person or entity. WESTON & SAMPSON shall not be liable for any damages or injuries of any nature whatsoever, due to any delay or suspension in the performance of its services caused by or arising out of the discovery of hazardous substances or pollutants at the project site.
6. WESTON & SAMPSON agrees to purchase at its own expense, Worker's Compensation insurance, Comprehensive General Liability insurance, and Engineer's Professional Liability insurance and will, upon request, furnish insurance certificates to OWNER reflecting WESTON & SAMPSON's standard coverage. WESTON & SAMPSON agrees to purchase whatever additional insurance is requested by OWNER (presuming such insurance is available, from carriers acceptable to WESTON & SAMPSON) provided OWNER reimburses the premiums for additional insurance.
 7. As a part of this Agreement, OWNER without cost to WESTON & SAMPSON agrees to do the following in a timely manner so as not to delay the services of WESTON & SAMPSON:
 - a. Designate in writing a person to act as OWNER'S representative with respect to work to be performed under this Agreement, such person to have complete authority to transmit instructions, receive information, interpret and define OWNER'S policies and decisions with respect to materials, equipment elements and systems pertinent to the work covered by the Agreement.
 - b. Through its officials and other employees who have knowledge of pertinent conditions, confer with WESTON & SAMPSON regarding both general and special considerations relating to the Project.
 - c. Assist WESTON & SAMPSON by placing at the disposal of WESTON & SAMPSON, all available information pertinent to the Project including previous reports and other data relative to design or construction of Project.
 - d. Furnish or cause to be furnished to WESTON & SAMPSON all documents and information known to OWNER that relate to the identity, location, quantity, nature or characteristics of any hazardous waste at, on or under the site. In addition, OWNER will furnish or cause to be furnished such other reports, data, studies, plans, specifications, documents and other information on surface and subsurface site conditions required by WESTON & SAMPSON for proper performance of its services.
 - e. WESTON & SAMPSON shall be entitled to rely, without liability, on the accuracy and completeness of information and documents provided by the OWNER, OWNER'S CONSULTANTS and CONTRACTORS and information from public records, without the need for independent verification.
 - f. Pay for all application and permit fees associated with approvals and permits for all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.
 - g. Arrange for and make all provisions for WESTON & SAMPSON and its agents to enter upon public and private lands as required for WESTON & SAMPSON to perform its work under this Agreement.
 - h. Furnish WESTON & SAMPSON with all necessary topographic, property, boundary and right-of-way maps.
 - i. Cooperate with and assist WESTON & SAMPSON in all additional work that is mutually agreed upon.
 - j. Pay WESTON & SAMPSON for work performed in accordance with terms specified herein.
8. The obligation to provide further services under this Agreement may be terminated by either party upon thirty days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. If the Project is suspended or abandoned in whole or in part for more than three (3) months, WESTON & SAMPSON shall be compensated for all services performed prior to receipt of written notice from OWNER of such suspension or abandonment, together with the other direct costs then due. If the Project is resumed after being suspended for more than three (3) months, WESTON & SAMPSON'S compensation shall be equitably adjusted. In the event of termination by either party, WESTON & SAMPSON shall be compensated for all services performed prior to receipt of written termination, together with other direct costs then due, including WESTON & SAMPSON's independent consultants, and for the services necessary to affect termination.
 9. The OWNER and WESTON & SAMPSON waive all rights against each other and against the contractors,

- consultants, agents and employees of the other for damages, but only to the extent covered by any property or other insurance in effect whether during or after the project. The OWNER and WESTON & SAMPSON shall each require similar waivers from their contractors, consultants and agents.
10. The OWNER shall retain ownership of the documents submitted to the OWNER by WESTON & SAMPSON pursuant to this AGREEMENT. However, such documents are not intended or represented to be suitable for reuse by the OWNER or others on extensions of the PROJECT or on any other PROJECT. Any reuse or adaptation by the OWNER without written verification by WESTON & SAMPSON shall be at the OWNER'S sole risk and without liability or legal exposure to WESTON & SAMPSON or to WESTON & SAMPSON'S independent sub-consultants, and the OWNER shall indemnify and hold harmless WESTON & SAMPSON and WESTON & SAMPSON'S sub-consultants from all claims, damages, losses and expenses, including reasonable attorneys' fees arising out of or resulting therefrom. Any verification or adaptation performed by WESTON & SAMPSON shall entitle WESTON & SAMPSON to further compensation at rates to be agreed upon by the OWNER and WESTON & SAMPSON.
 11. The substantive laws of the Commonwealth of Massachusetts shall govern any disputes between WESTON & SAMPSON and the OWNER arising out of the interpretation and performance of this Agreement.
 12. WESTON & SAMPSON and the OWNER agree that any disputes arising under this Agreement and the performance thereof shall be subject to nonbinding mediation as a prerequisite to further legal proceedings.
 13. WESTON & SAMPSON shall not be required to sign any documents, no matter by who requested, that would result in WESTON & SAMPSON having to certify, guaranty, or warrant the existence of conditions that would require knowledge, services or responsibilities beyond the scope of this Agreement.
 14. Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the OWNER or WESTON & SAMPSON. WESTON & SAMPSON'S services hereunder are being performed solely for the benefit of the OWNER, and no other entity shall have any claim against WESTON & SAMPSON because of this Agreement or WESTON & SAMPSON'S performance of services hereunder.
 15. Notwithstanding anything to the contrary contained herein, OWNER and ENGINEER agree that their sole and exclusive claim, demand, suit, judgment or remedy against each other shall be asserted against each other's corporate entity and not against each other's shareholders, A/E's, directors, officers or employees.
 16. To the extent they are inconsistent or contradictory, express terms of this Proposal take precedence over these General Terms and Condition. It is understood and agreed that the services or work performed under this Proposal or any Agreement are not subject to any provision of any Uniform Commercial Code. Any terms and conditions set forth in OWNER'S purchase order, requisition, or other notice or authorization to proceed are inapplicable to the services under this Proposal or any related Agreement, except when specifically provided for in full on the face of such purchase order, requisition, or notice or authorization and specifically accepted in writing by WESTON & SAMPSON. WESTON & SAMPSON'S acknowledgement of receipt of any purchase order, requisition, notice or authorization, or WESTON & SAMPSON'S performance of work subsequent to receipt thereof, does not constitute acceptance of any terms or conditions other than those set forth herein.
 17. If any provision of this Agreement shall be finally determined to be invalid or unenforceable in whole or in part, the remaining provisions hereof shall remain in full force and effect, and be binding upon the parties hereto. The parties agree to reform this Agreement to replace any such invalid or unenforceable provision with a valid and enforceable provision that comes as close as possible to the intention of the stricken provision.
 18. The parties to this contract recognize their obligations under the Massachusetts Data Security Law and Regulations, G. L. c. 93H and 93I and 201 CMR 17.00, to safeguard "personal information" as defined below. Weston & Sampson hereby represent that they have adopted the required Written Information Security Program, have taken the other steps required to safeguard personal information and are in full compliance with the law. The Owner agrees to adhere to the requirements of the State of Connecticut pertaining to personal information security. The parties agree that in furtherance of their legal obligations, they will not transmit, communicate or otherwise provide to each other any personal information, unless it is necessary to comply with their obligations under this Agreement. The parties also agree that when it is not necessary for them to transmit, communicate or otherwise provide to each other any personal information as part of their obligations hereunder, they will take active steps to prevent such transmission, communication, or transfer.

For purposes of this Agreement, "personal information" means a Massachusetts residents first name and last name or first initial and last name in combination with any one or more of the following data elements that relate to such resident: (a) Social Security number; (b) driver's license number or state-issued identification card number; or (c) financial account number, or credit or debit card number, with or without any required security code, access code, personal identification number or password, that would permit access to a resident's financial account.

- 19. Please refer to Appendix A for scope of work as identified through the Request for Proposal process, and the Revised Team

Approved by the Town of Columbia:

Carmen Vance, First Selectman

Signature Date

Printed Name and Title

Approved by Weston & Sampson Engineers Inc :

Signature Date

Printed Name and Title

PROJECT APPROACH



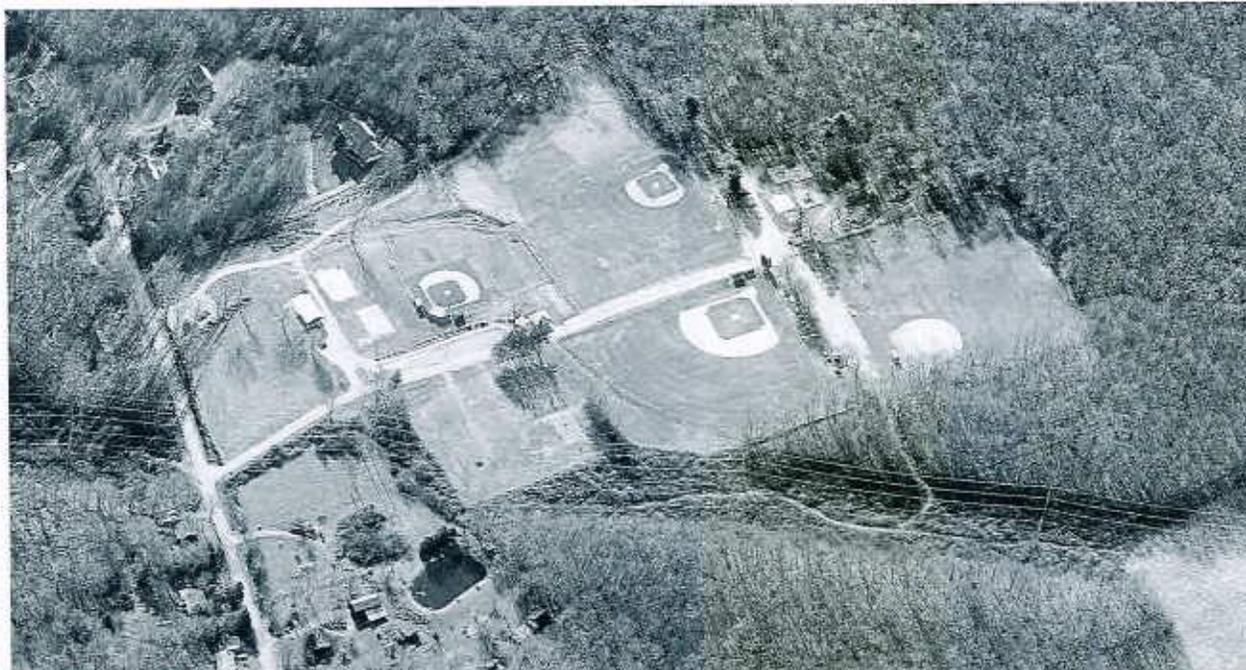
INTRODUCTION

By committing to a master planning process for a property like the Recreation Park Complex, a community sends a message that they seek to achieve a higher level of passive and active recreational performance. This is accomplished by undertaking an analysis of existing conditions, an assessment of community needs, and the development of conceptual plans (the master plan) that identify a critical series of improvements. Without the benefit of a master plan, a community runs the risk of implementing improvements that are piecemeal, poorly planned/executed, and oftentimes economically inefficient. The piecemeal approach also runs the risk of alienating key constituents by delivering less-than-stellar results, by losing momentum, and by precluding important, later opportunities for property enhancement that may not have been considered in a timely way.

We welcome the opportunity to partner with Columbia representatives as a meaningful master planning process unfolds. The opportunity to make Recreation Park a signature park, recreation, and open space asset that serves the Columbia community at an exceedingly high level is enticing. While many current property assets are maintained in high order and perform well, there is a sense that the site is now but a series of sports and recreation parts rather than a well-integrated, cohesive, and highly aesthetic, singular park venue.



PROJECT APPROACH



At present, Recreation Park reads as a series of parts rather than as a well-integrated, high-quality park and open space landscape. Internal and external circulation system improvements (pedestrian, vehicular, and service) could dramatically enhance movement between different park assets, provide valuable ADA and multi-generational benefits, and help create a more cohesive arrangement of space.

PROJECT APPROACH

We commit to performing the work identified in the RFQ, including:

- Inventory and analysis of all existing assets
- Examination of access drives and parking areas and development of concept plans for improvements
- Analysis of unused or underperforming areas for reuse or new development
- Best layout for a total of eight to ten playing fields
- Identification of opportunities for perimeter pathways, linkages, trails and structures
- Feasibility of access off Route 66 for passive and active recreational use
- Development of a compelling master plan that sets forth a logical and compelling series of enhancements throughout the site
- Protection and preservation of Utley Swamp
- Estimate of associated costs



Based on our initial assessment, we believe there is great opportunity to develop a master plan that identifies a strategy for extremely meaningful improvements, including:

- Improvement of existing facilities to perform at a higher level

PROJECT APPROACH

- Identification of new facilities and features that provide added value for current and future needs
- Identification of site enhancements that make the site more multi-generational and more inclusive (including ADA accessibility)
- Identification of enhancements that make the site more compelling aesthetically (in keeping with one's expectations for a signature park, recreation, and open space resource)



The park edge at Hennequin Road is not aesthetically in keeping with one's mental image of a premier public park, recreation, and open space landscape.

We propose to approach the master planning process by providing and undertaking the following scope of work. We reference “anticipated” because we propose to fully vet this approach with town representatives and to make any adjustments that will serve the town’s best interest.

ANTICIPATED SCOPE OF WORK

1. **Project Kick-Off Meeting** – We will meet with Columbia project representatives at the outset of the project to confirm all basic project expectations, the preferred direction of our master planning efforts, and project timelines. At this time, we will also establish the desired approach to public outreach and project coordination with key town departments, commissions, and other designated constituent groups. Our intention is to obtain all relevant project information pertaining to the property from the town at this initial meeting.
2. **Base Plan Compilation** – The Town of Columbia will provide suitable property survey plans or maps (preferably including property lines, topography, site detail, and utilities). Weston & Sampson will compile an appropriate baseplan for developing the physical master plan. Importantly, we don’t believe that significant costs should be incurred for new mapping under this master planning effort and that existing mapping from a variety of typical sources will (most likely) be satisfactory.
3. **Detailed Evaluation of Current Facilities** – Our project team will perform site reconnaissance efforts to visually review and assess all property areas and facilities/features. We anticipate making multiple visits to the property with key project representatives from the town in attendance and with appropriate professional design and scientific disciplines of our firm represented. One major goal of these site visits will be to

PROJECT APPROACH

confirm the current conditions and identify initial opportunities for improvement. As part of this task, we will prepare an existing conditions and analysis plan.

4. **Preliminary Master Plan** – Weston & Sampson will prepare an initial master plan identifying potential improvements to the property with a variety of options with a general analysis of the cost/benefit of each option. These improvements will address all of the goals identified in the RFQ and other elements deemed worthy of consideration. As appropriate, options for certain upgrades will also be identified.

All master plans will be prepared in an illustrative format for ease of presentation to a lay audience and for receiving meaningful input from that audience and other town representatives. Initial cost considerations and phasing strategies will also be identified. The goal is to reach a conclusion as to a preferred arrangement and scope of site improvements at the conclusion of this phase.

5. **Final Master Plan** – Based on comments received from town staff members, project stakeholders, and community members at previous public information meetings, we will finalize our master planning efforts. The final preferred master plan narrative and drawing(s) will be completed under this phase. We will be available to present the final master plan to town boards and/or the general public in a final public information meeting.
6. **Public Engagement and Other Meetings** – In cooperation with Columbia project representatives, Weston & Sampson will present master plan findings to community representatives at up to three (3) public information meetings. Two (2) additional meetings will be available as an additional service per our updated cost proposal. We anticipate that the first meeting would be held shortly after the conclusion of the existing facility inventory and analysis of existing conditions phase. At this meeting, we would report our findings and discuss initial opportunities. During this time, we will assist the town with a community-wide input survey via Survey Monkey (or a similar mechanism) to gather thorough feedback from current and potential park users. Using input from the first meeting and the community survey, we would develop the preliminary master plan with a variety of options and budget guidance. We would then present this information at a second meeting. Using input from this second meeting, we would refine our master plans designs, cost estimates, implementation and phasing approaches. Following that, we would establish a single preferred master improvements plan and implementation strategy. On your behalf, we would look for adoption of the final preferred design plan at this time.

In addition to the public information meetings, we anticipate several meetings with project representatives as the master planning process proceeds.

FINAL DELIVERABLES

We anticipate preparing and furnishing to the town the following documents:

- **Existing Conditions and Analysis Plan** – This plan will identify and analyze all current conditions at the property, including fields, courts, playgrounds, skatepark, access drives, parking areas, and all other support facilities/features and site amenities. Work may also include the review of previously undeveloped or underperforming areas in order to determine the potential for new, reoriented, or expanded facilities. All existing site features

PROJECT APPROACH

will be identified. Analysis notes will highlight all existing conditions and identify opportunities for potential improvements or limitations that might hinder improvements.

- **Final Preferred Master Plan Graphic** – This high-quality illustrative drawing will represent the physical aspects of the master plan and identify all potential site and facility improvements. We will consider all parts of the property, including the previously undeveloped or underperforming areas.
- **Master Plan Narrative** – We will prepare a brief, written report with a summary of all project findings and outcomes. It will describe the community participation process, outcomes of all town department and stakeholder meetings, identify all significant master plan recommendations including their pros and cons, identify cost considerations, and introduce phasing and implementation considerations. The narrative will include color photos and support graphics and both the analysis plan and illustrative master plan in fold-out formats. The document will be of a high-production quality and, as such, will be suitable for distribution in hardcopy or electronically. We anticipate that this document will be very informative and useful in regard to building community support and funding for the necessary upgrades to the Recreation Park footprint during subsequent years.
- **Delivery Date** – We anticipate completing the project within six months of the contract date.



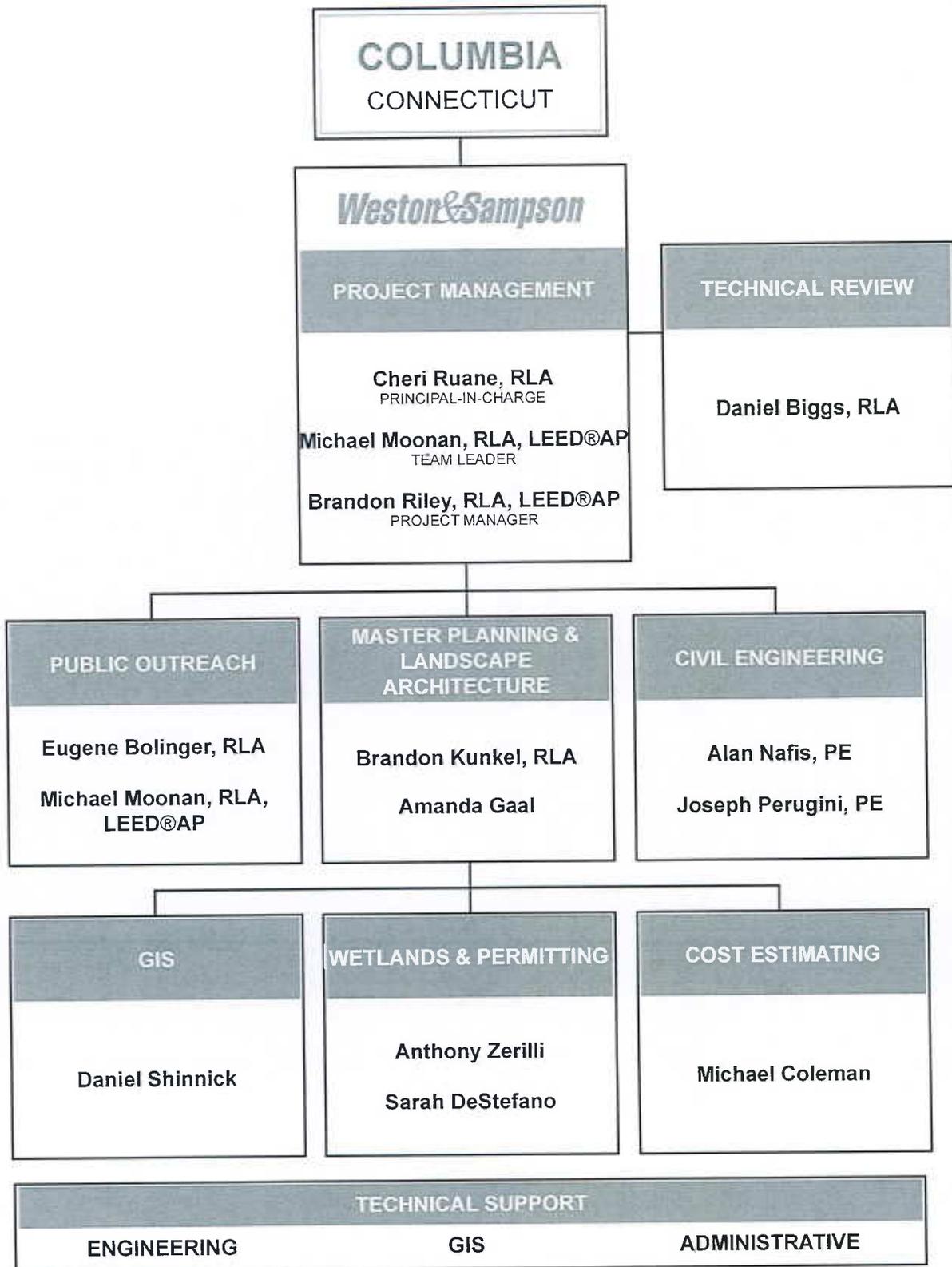
PROJECT FEE

COST BREAKDOWN

As requested in your RFQ, Weston & Sampson has provided a proposed fee in the following table. The work for this project will be performed for the lump sum fee provided in the table below:

ANTICIPATED COSTS BY TASK	
Task/Milestone	Estimated Cost
1. Project Kick-off Meeting	No Charge
2. Base Plan Compilation	\$2,400
3. Detailed Evaluation of Current Facilities	\$5,800
4. Preliminary Master Plan	\$4,800
5. Final Master Plan	\$6,400
6. Public Engagement and Other Meetings	\$4,000
7. ADDITIONAL Public Meetings (as needed)	\$1,200
Total Proposed Cost	\$24,600

PROJECT TEAM



OK

**TOWN OF COLUMBIA
SPECIFICATIONS**

**PLAYGROUND
AT
HORACE PORTER SCHOOL &
COLUMBIA RECREATION AREA
COLUMBIA, CONNECTICUT**

I. Scope

The objective of the specifications is to have installed a playground at Horace Porter School and Columbia Recreation Area. The Contractor will be responsible for providing all labor, material, equipment, and services required to accomplish this work. The specifications are intended to include everything obviously requisite for proper installation and completion of the work, whether each necessary item is mentioned herein or not.

II. Description

The Town wishes to purchase and have installed a "Miracle Center Stage" item #714-S014J per quote #0361016 dated 6-10-2016, at Horace Porter School. In addition, the Town of Columbia wishes to purchase and have installed a "Miracle Mega Tower" playground item # 714-S470 per quote #0361016 dated 6-10-2016, at Columbia Recreation area. The playground must include a playscape, and stand alone play events. Work on this project includes designing the play area, furnishing and installing the new play equipment and safety tiles.

III. America Children Grant

The playground project is partially funded with a grant from Americas Children Grant provided through Creative Recreation. Because this project exceeds minimum limits for prevailing wages in accordance with The Davis Bacon Act, wage rate determination will be required for Columbia, Connecticut. The Contractor is required to provide copies to the Town but will be the Contractor who is responsible for submitting all necessary Prevailing Wage Payrolls to the State of Connecticut. The Contractor must comply with all CDBG requirements as contained in the bid document including all applicable regulations, circulars and executive orders.

IV. Contractors Responsibilities

The Contractor's services will include the following:

1. Design: The Contractor will conform to each areas design previously submitted to the of Town of Columbia. The area designated for the playground is currently established and as described in previous correspondence with Creative Recreation. The Contractor may choose to use the entire area or a portion of the area for his/her design. The Town Playground Committee has approved playground equipment design by Miracle through Creative Recreation.

Horace Porter School & Columbia Recreation Area

The cost for this project is \$142,751.42. The budget includes all aspects of this project with the exception of purchase and delivery of the safety surface and wood timbers included with the quote.

Materials - \$107,268.00
Less 3% discount (\$3,218.58)
\$104,067.42
Installation costs - \$38,684
TOTAL = \$142,751.42

2. It is the objective of the Town to acquire and have installed as creative a design as possible incorporating as many play stations as the budget allowed.

At a minimum, the proposed plan must include the following:

- a. Slide(s), climbing event(s), activity panels and a transfer station.
 - b. Stand alone play events.
 - c. The design must comply with all Consumer Product Safety Commission (CPSC) guidelines and all American Society for Testing and Materials (ASTM) standards.
 - d. Poured in-place rubber surfacing shall be from the transfer point to the play area entrance as described in the proposal.
3. **Furnish:** The Contractor will provide and deliver to the job site all specified playground equipment. The Contractor will pay for all manpower necessary to load and unload equipment, materials and supplies from vehicles.
4. **Installation/Construction:** The Contractor is responsible for assembling and installing the specified playground equipment in accordance with manufacturer's specifications and recommendations.
- a. **Safety Surface Base**
A safety surface base of existing compacted coarse aggregate will be re-graded where necessary by the Contractor installing equipment.

Horace Porter School & Columbia Recreation Area

5. **General Requirements:**

a. **Equipment, Tools and Labor**

The Contractor will furnish all such equipment, tools and labor necessary to complete the proposed work in an acceptable manner and within the time allocated. This contract is based on the Contractor furnishing equipment, tools and labor which are suitable to carry out this contract in a professional manner.

b. **Codes and Inspections**

The entire installation will fully comply with all local and State laws and ordinances and with all the established codes applicable thereto. The Contractor must call "Call Before You Dig" before any excavation or digging is begun.

c. **Permits**

The Contractor shall secure any required local permits. The Town will waive any local building permit fees but excludes any fees required by the State of Connecticut..

d. **Licenses**

The Contractor shall be hold a valid "Contractors License" to do business in the State of Connecticut

Horace Porter School & Columbia Recreation Area

d. Town's Supervision

The Town assumes no responsibility in the supervision of the work involved in the execution of this contract beyond insuring, to the Town's satisfaction, that the plans and specifications are being properly interpreted. This supervision and checking will not relieve the Contractor of any responsibility for the performance of his work in accordance with the plans and these specifications.

e. Changes in the Work

The Town will have the right to require alterations of, additions to, and deductions from the work described in the specifications without rendering void the contract. All such items will be covered in the form of a written change order issued by the Town.

The Contractor will compute the value of the additional work and submit in proposal form to the Town for acceptance. No work will begin until a signed authorization has been given by the Town.

f. Security

The Contractor is responsible for site protection during the construction process.

The Horace Porter School site is an active outdoor facility for children. The Contractor must always be aware that young children or citizens participating in Board of Education programs or recreational activities may be in the general area and that appropriate safety precautions should be taken at all times.

g. Cleaning the Area

The Contractor will at all times keep the premises clean of rubbish and debris caused by his/her work. Upon completion of the job, the Contractor will leave the site in a neat and clean condition. The Town will provide a container for use by the Contractor during construction for rubbish produced from the job site.

h. Standards and Guidelines

All playground equipment and installation must meet the Consumer Product Safety Commission (CPSC) guidelines, and the American Society for Testing and Materials (ASTM) standards.

i. Guarantee

Labor and Workmanship

For a period of one year from the date of final acceptance of the work performed under this contract, the Contractor will promptly furnish, without cost to the Town any and all parts and labor which prove defective in material and workmanship.

Horace Porter School & Columbia Recreation Area

For a period of one year from the date of final acceptance, the Contractor is responsible for any equipment upgrades recommended by the manufacturer.

i. Liability Insurance

The Contractor will provide evidence of insurance for the following;

Commercial General Liability: \$1,000,000

Auto Liability: \$1,000,000

Professional Liability: \$1,000,000

Excess/Umbrella: \$5,000,000

Workers Compensation : Statutory Employers Liability: \$1,000,000

Product liability insurance on all equipment to be installed: \$5,000,000

V. Content of Proposal

1. Proposals must include a transmittal letter signed by the appropriate officer of the firm offering the proposal and a project cost.
2. All proposals must include a design plan and equipment specifications for the proposed play system/equipment.
3. All proposals must contain a written listing of all play stations/events.
4. All proposals must include copies of all guarantees covering the equipment to be installed.
5. All proposals must include a description of the company's product liability insurance. A minimum of five (5) million dollars is required.
6. All proposals must include a color chart so the Town may select colors for all specified equipment.
7. All proposals must clearly identify the company responsible for design, the manufacturer and distributor of the equipment and the contractor providing the installation.

VI. Time Frame for Selection and Work

The following is the proposed schedule for project completion:

Contract period will run from July 1, 2016 thru October 30, 2016.

Horace Porter School & Columbia Recreation Area

STATE OF CONNECTICUT

SS: COLUMBIA

COUNTY OF TOLLAND

This **Agreement** made and concluded by and between the **Town of Columbia**, a municipal corporation organized and existing under the laws of this State and located in the County of Tolland and Creative Recreation hereinafter designated "Contractor".

WITNESSETH: That the Contractor agrees to furnish and deliver to said Town, all services listed in the Town of Columbia's Request for Proposals, in accordance with the attached signed photostatic copies of Proposal including all specifications contained therein. These copies are hereby made a part of this Contract.

The Contractor hereby agrees to save the Town harmless from loss, cost or damage of any kind or description, caused the Town by reason of neglect or carelessness of the Contractor or any of his employees, or by failure to fulfill any of the terms of the Agreement.

And in consideration of the delivery of said services, the Town will pay the Contractor the prices specified in the Proposal for said services, pursuant to the terms of said Proposal and award letter, attached hereto.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals and to a duplicate thereof this ___ day of June 2016.

WITNESS:

TOWN OF COLUMBIA, CONNECTICUT

BY _____
Carmen Vance
First Selectmen

WITNESS:



Company Name

BY  _____
PRINT NAME _____

TITLE _____



QUOTATION #061016

To: Columbia Recreation 323 Route 87 Columbia, CT 06237 Attn: Marc Volza	Date Project Phone Email	6/10/16 Playground 203-228-8513 Recreation@columbiact.org
---	-----------------------------------	---

We propose to furnish and install the following described materials:

Qty	Item #	TOWN PARK	Price Total
1	714-S470	Miracle Mega Tower	73,000.00
1	Grant	Americas Children Grant	-21,900.00
1	Install	Factory Authorized Installation (includes prevailing wages)	23,164.00
1	Total	Town Project Total	74,264.00
ADD ALTERNATE			
1	PIP	Approx 600 S/F Ipema Certified Rubber Poured In Place	6,600.00
1	Border	Miracle Playground Timber 4" x 12" x 6' W/ADA Ramp Kit	2,880.00
Qty	Item #	PORTER SCHOOL	Price Total
1	714-S014J	Miracle Accessible Ramped Structure W/1 Roof	64,466.00
1	Grant	Americas Children Grant	-21,480.00
1	Install	Factory Authorized Installation (includes prevailing wages)	15,520.00
1	Total	Town Project Total	58,506.00
ADD ALTERNATE			
1	PIP	Approx 600 S/F Ipema Certified Rubber Poured In Place	6,600.00

PAYMENT TERMS: PURCHASE OF EQUIPMENT ONLY*

Government Agencies:

- Net 30 from original invoice with approved credit

All others:

- Payment will be made directly to Miracle Recreation Equipment Company. An irrevocable letter of credit or completed credit application is required for new customers. Established customers must be in good standing.
- Tax exempt certificate is required with order, if applicable; otherwise **taxes owed are the customer's responsibility**.
- Cash in advance receives a 3% discount (equipment only).
- If paying by credit card, Miracle Recreation Equipment Company accepts Visa or MasterCard payments (cash in advance discount does not apply).
- Payment is due upon receipt of goods.

PAYMENT TERMS: PURCHASE AND INSTALLATION OF EQUIPMENT*

Government Agencies:

- Net 30 from original invoice with approved credit

All others: (three installments)

- All payments will be made to Creative Recreation LLC.
- Payment of 1/3 down on total invoice enters the order (irrevocable letter of credit required for new customer, established customer must be in good standing).
- Payment of 1/3 original invoice due at time of receipt of goods
- **Balance due upon completion of installation with company check**
- Tax exempt certificate required with order, if applicable; otherwise taxes are the customer's responsibility.

IF QUOTING INSTALLATION, PRICE ASSUMES:

- Normal soil conditions (must meet or exceed 2000PSF). Abnormal conditions include, but are not limited to stump dumps, ledge and underground springs.
- Easy ACCESS to site with trucks (Any re-seeding or repair required if trucks cross landscaping, sidewalks or grass areas are the responsibility of the customer unless otherwise noted.) Access to power and water.
- NO allowance for moving or repairing any underground utility lines such as electrical, telephone, gas, water or sprinkler lines that may be encountered during installation operations
- NO rock excavation. Any additional cost incurred as a result of hard rock conditions requiring extra equipment, or for utility removal or repair resulting in delay is the responsibility of the customer, unless these conditions are detailed on as built site drawings and initialed by all parties or are marked on the ground prior to quotation, fabrication and installation.

OWNER SITE PREPARATION AND MAINTENANCE ISSUES

Desired small grade includes sod removal and flat/level surface with drainage. DO NOT INSTALL DRAIN ROCK OR SPREAD SAFETY SURFACE PRIOR TO INSTALLATION. Creative Recreation MUST call underground utilities prior to excavation and obtain all approvals/permits. Owner is responsible for keeping children off the playground for 72 hours to allow cement to set. It is the responsibility of the owner to maintain safety surfacing. It is suggested that the owner schedule regular safety and maintenance inspections of the equipment. Please note that this document is not intended to cover all owner responsibilities.

Quote good for 30 days, subject to review thereafter

This quotation, after acceptance by the buyer and when thereafter approved in writing by an authorized official of the seller, will become a contract. Until so approved, it is not a contract and is not binding on the seller in any way. If buyer does not give acceptance within 30 days, this quotation is subject to possible price revision. Signature will not substitute for a Purchase Order if a Purchase Order is required by customer.

Creative Recreation LLC

John W. Hollerbach

Accepted By:

Printed Name of Buyer

Approved by:

John W. Hollerbach

Authorized Signature

Authorized Signature

Date:

Title: President

Date: 6/10/2016

Unless otherwise provided as a special term, all shipments are F.O.B. seller's plant, Monett, MO.
Allow at least four weeks for delivery upon receipt of order and any applicable deposit.



P.O. Box 330235 · West Hartford, Connecticut 06133
Tel 860.953.5336 · Fax 860.953.5337 · www.creativerec.com

**COLUMBIA RECREATION
COLUMBIA, CT**



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View 1

PORTER SCHOOL COLUMBIA, CT



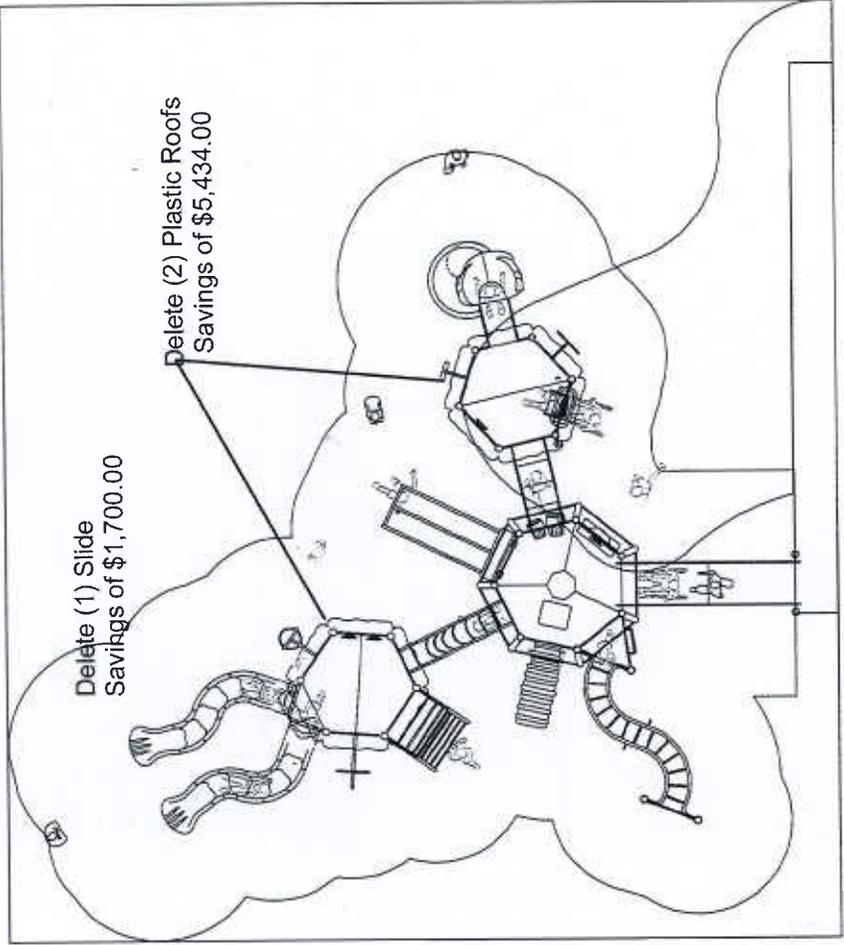
Miracle.



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ALLIGATOR, 1-17
 ALLOWED PLAY ACTIVITIES: TOTAL IS
 ELEVATED PLAY ACTIVITIES ACCESSIBLE BY TRANSFER, 0 RIGID
 ELEVATED PLAY ACTIVITIES ACCESSIBLE BY TRAMP, 0 RIGID
 GROUNDSURFING ACTIVITY TYPE, 1 RIGID
 GROUND LEVEL EQUIPMENT, 1 RIGID



THE PLAY COMPONENTS IDENTIFIED IN THIS PLAN ARE IPEMA CERTIFIED. THE USE AND LAYOUT OF THESE COMPONENTS CONFORM TO THE REQUIREMENTS OF ASTM F1487.
 AN ENERGY ABSORBING PROTECTIVE SURFACE IS REQUIRED UNDER & AROUND ALL PLAY SYSTEMS

To promote safe and proper equipment use by children, Miracle recommends the installation of either a Miracle safety sign or other appropriate safety signage near each play system's main entry point(s) to inform parents and supervisors of the age appropriateness of the play system and general rules for safe play.

73_42482597379

COMPLIES TO ASTM/CPSC

COMPLIES TO ADA

CREATIVE RECREATION
 PHONE NO.: (860) 863-6836
 FAX NO.: (860) 963-6837

GROUND SPACE: 42'-0" x 47'-0"
 PROTECTIVE AREA: 65'-0" x 67'-6"

DATE: 6/8/2018

DRAWN BY: John Ciccarello

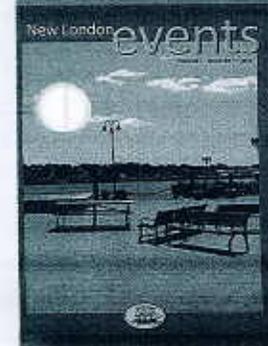
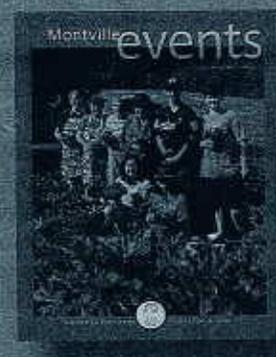
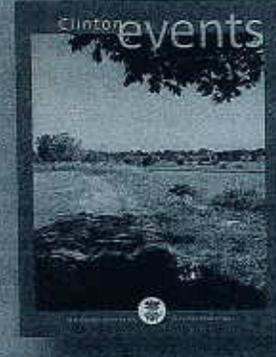
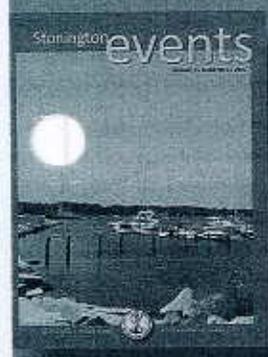
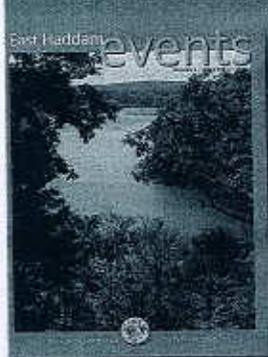
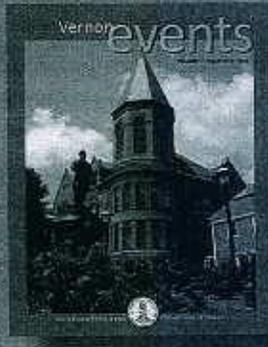
Kim Bona

From: George Murphy
Sent: Wednesday, July 13, 2016 9:33 AM
To: Kim Bona
Subject: Road work update from DPW

Columbia's Public Works Department has completed its road paving operations in Dilaj Drive, Deer Run and Bears Den Way. Curbing repairs for these streets should begin the week of July 18th, weather depending. Upon completion Public Works staff will begin to address other curb repairs around town as well as drainage work on Hennequin Road.

Sincerely,

George Murphy
Director of Public Works

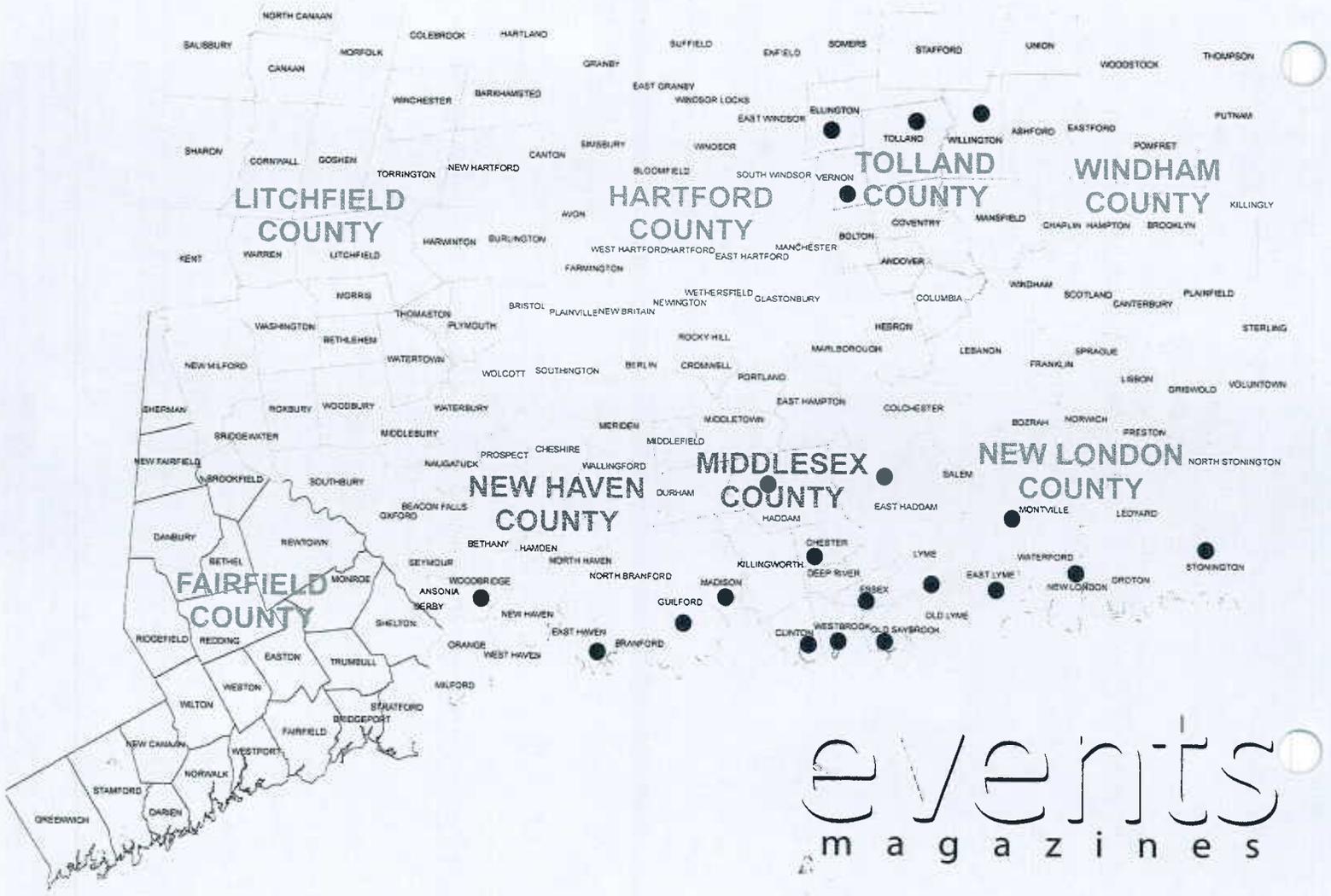


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TOWN	Quarter 1	
	DEADLINE	MAIL WEEK
Guilford	12.11.15	01.04.16
Chester	12.11.15	01.04.16
Montville	12.18.15	01.11.16
Haddam	12.18.15	01.11.16
New London	12.24.15	01.18.16
Essex	12.31.15	01.25.16
East Haddam	01.08.16	02.01.16
Woodbridge	01.08.16	02.01.16
Westbrook	01.15.16	02.08.16
Stonington	01.15.16	02.08.16
East Lyme	01.22.16	02.15.16
Tolland	01.22.16	02.15.16
Madison	01.29.16	02.22.16
Branford	02.05.16	02.29.16
Old Lyme	02.05.16	02.29.16
Vernon	02.12.16	03.07.16
Clinton	02.19.16	03.14.16
Old Saybrook	02.26.16	03.21.16

TOWN	Quarter 3	
	DEADLINE	MAIL WEEK
Guilford	06.03.16	06.27.16
Chester	06.10.16	07.04.16
Montville	06.10.16	07.04.16
Haddam	06.17.16	07.11.16
New London	06.17.16	07.11.16
Essex	06.24.16	07.18.16
Willington	06.24.16	07.18.16
East Haddam	07.01.16	07.25.16
Woodbridge	07.08.16	08.01.16
Tolland	07.08.16	08.01.16
Westbrook	07.15.16	08.08.16
East Lyme	07.22.16	08.15.16
Stonington	07.22.16	08.15.16
Vernon	07.29.16	08.21.16
Ellington	07.29.16	08.21.16
Madison	08.05.16	08.29.16
Old Lyme	08.12.16	09.05.16
Branford	08.19.16	09.12.16
Clinton	08.26.16	09.19.16
Old Saybrook	09.02.16	09.26.16

TOWN	Quarter 2	
	DEADLINE	MAIL WEEK
Guilford	03.04.16	03.28.16
Chester	03.11.16	04.04.16
Montville	03.11.16	04.04.16
Haddam	03.18.16	04.11.16
New London	03.18.16	04.11.16
Essex	03.25.16	04.18.16
East Haddam	04.01.16	04.25.16
East Lyme	04.08.16	05.02.16
Woodbridge	04.15.16	05.09.16
Madison	04.15.16	05.09.16
Tolland	04.22.16	05.16.16
Westbrook	04.22.16	05.16.16
Old Lyme	04.29.16	05.23.16
Branford	05.06.16	05.30.16
Stonington	05.06.16	05.30.16
Vernon	05.13.16	06.06.16
Clinton	05.20.16	06.13.16
Old Saybrook	05.27.16	06.20.16

TOWN	Quarter 4	
	DEADLINE	MAIL WEEK
Guilford	09.09.16	10.03.16
Chester	09.16.16	10.10.16
Montville	09.16.16	10.10.16
Haddam	09.23.16	10.17.16
New London	09.23.16	10.17.16
Essex	09.30.16	10.24.16
Willington	09.30.16	10.24.16
East Haddam	10.07.16	10.31.16
Branford	10.14.16	11.07.16
Tolland	10.14.16	11.07.16
East Lyme	10.21.16	11.14.16
Westbrook	10.21.16	11.14.16
Vernon	10.28.16	11.21.16
Ellington	10.28.16	11.21.16
Stonington	11.04.16	11.28.16
Woodbridge	11.04.16	11.28.16
Madison	11.11.16	12.05.16
Old Lyme	11.18.16	12.12.16
Clinton	11.25.16	12.19.16
Old Saybrook	12.02.16	12.26.16

Branford 14,151 • Chester 1,963 • Clinton 6,157 • East Haddam 4,301 • East Lyme 9,408 • Ellington 7,110 • Essex 3,901 • Guilford 9,597 • Haddam 3,724 • Madison 7,902
 Montville 6,990 • New London 12,187 • Old Lyme 5,196 • Old Saybrook 5,616 • Stonington 9,500 • Tolland 5,839 • Vernon 15,221 • Westbrook 3,582 • Willington 2,812 • Woodbridge 4,001

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LAND ACQUISITION FUND**BE IT ORDAINED THAT:**

1. Pursuant to the authority of Connecticut General Statutes 7-13r, there is hereby established the Columbia Land Acquisition Fund to be used for the purposes of the preservation of open space, the acquisition of land (or any interest in land, including but not limited to easements and developments rights) to be used for open space and for agriculture or "recreational and conservation purposes" as defined in Section 3-a, Public Act 90-239 of the CGS. The fund shall not lapse at the close of municipal year.
2. There shall be deposited into the Land Acquisition Fund such sums as the Town may from time to time appropriate for that purpose, not to exceed in any fiscal year that amount which would be generated by the imposition of a tax of two mills against the property subject to municipal property tax in the Town. There shall also be deposited into the Fund all payments in lieu of the provision of open space made pursuant to any regulations adopted by the Planning & Zoning Commission under the authority of Connecticut General Statutes 8-25 and 8-25b, and any other funds acquired by the Town, whether by gift, bequest, grant or otherwise, for the purposes to be served by the Fund.
3. The Board of Selectmen shall appoint an open space committee. The persons appointed shall serve at the pleasure of the Board of Selectmen. The open space land acquisition committee shall elect its chairperson and a secretary and shall meet periodically, but not less frequently than quarterly. Its charge will be to make recommendations to the Board of Selectmen regarding acquisition of "OPEN SPACE" and other proper uses of the Land Acquisition Fund and to perform sue other tasks relating to the use and administration of the fund as the Board of Selectmen shall direct.
4. Appropriations from the Fund for the purposes for which it is created may be made upon the recommendation of the Board of Selectmen, and the approval of FIPAC, and, where the proposed appropriation is for the purpose of acquiring land (or any interest in land, including rights) upon review by the Planning and Zoning Commission pursuant to Connecticut General Statutes 8-24 and ultimately by affirmative vote at a duly warned town meeting of the legislative body of Columbia.

Presented: Town Meeting November 18, 2003

Adopted: November 18, 2003

Published: November 21, 2003

Effective Date: December 13, 2003

Sec. 8-24. Municipal improvements. No municipal agency or legislative body shall (1) locate, accept, abandon, widen, narrow or extend any street, bridge, parkway or other public way, (2) locate, relocate, substantially improve, acquire land for, abandon, sell or lease any airport, park, playground, school or other municipally owned property or public building, (3) locate or extend any public housing, development, redevelopment or urban renewal project, or (4) locate or extend public utilities and terminals for water, sewerage, light, power, transit and other purposes, until the proposal to take such action has been referred to the commission for a report. Notwithstanding the provisions of this section, a municipality may take final action approving an appropriation for any proposal prior to the approval of the proposal by the commission pursuant to this section. The failure of the commission to report within thirty-five days after the date of official submission of the proposal to it for a report shall be taken as approval of the proposal. In the case of the disapproval of the proposal by the commission the reasons therefor shall be recorded and transmitted to the legislative body of the municipality. A proposal disapproved by the commission shall be adopted by the municipality or, in the case of disapproval of a proposal by the commission subsequent to final action by a municipality approving an appropriation for the proposal and the method of financing of such appropriation, such final action shall be effective, only after the subsequent approval of the proposal by (A) a two-thirds vote of the town council where one exists, or a majority vote of those present and voting in an annual or special town meeting, or (B) a two-thirds vote of the representative town meeting or city council or the warden and burgesses, as the case may be. The provisions of this section shall not apply to maintenance or repair of existing property, buildings or public ways, including, but not limited to, resurfacing of roads.

LAKE MANAGEMENT ADVISORY COMMITTEE

June 28, 2016

Ms. Carmen Vance
First Selectman
323 Route 87, Yeoman's Hall
Columbia, CT 06237

RE: Application for Installing a Raft
Ms. Rachelle Bernabei, 149 Route 87, Columbia, CT

On June 21, 2016, Ms. Rachelle Bernabei submitted an application for permit to install a raft on her property.

On Sunday, June 26, 2016, Karl Then and I, representing the Lake Management Advisory Committee (LMAC), met at the subject site. The property owner wishes to install a new wooden raft, approximately 8'-0" x 8'-0" off the property. The raft would be located approximately 75'-0" from the shoreline, and approximately 35'-0" from the end of the existing dock.

After review, it is the recommendation of LMAC to the Board of Selectmen that this permit be approved and the following conditions should be considered:

1. The new raft will be no larger than 10'-0" x 10'-0".
2. The raft will be located no more than 75 feet from the property line.
3. The raft will be located along the mid-point of the property line.
4. The applicant will insure construction of the new raft will be of sound materials and shall not adversely affect the quality of the Lake water or aquatic life.
5. The raft must meet the Lake Guidelines for such structures.

Your consideration in this manner is appreciated.

Respectfully Submitted;



Robert R. Powell, Jr.
Chairman, Permit Application Sub-Committee
Lake Management Advisory Committee

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

Application for Constructing Structures on or over Columbia Lake

Date submitted: 6-21-16

Complete and return to the Board of Selectmen.

Property owner: Rachelle Bernabei
Address: 149 Route 87 Columbia CT 06237
Property Location: (same)
Daytime phone #: 203 505 2125
Applicant if different from owner: same
Address: 73 Wilton Crest Wilton CT
Daytime phone #: same

Structure Information:

Proposal is for: New Replacement Repair
Structure Type: Dock Seawall Raft Boat Cover

Application must include a sketch of the structure clearly indicating dimensions and placement of the structure in reference to the property, as well as information regarding materials to be used in construction/repair. Supporting information such as maps and pictures are also helpful and may help expedite the process.

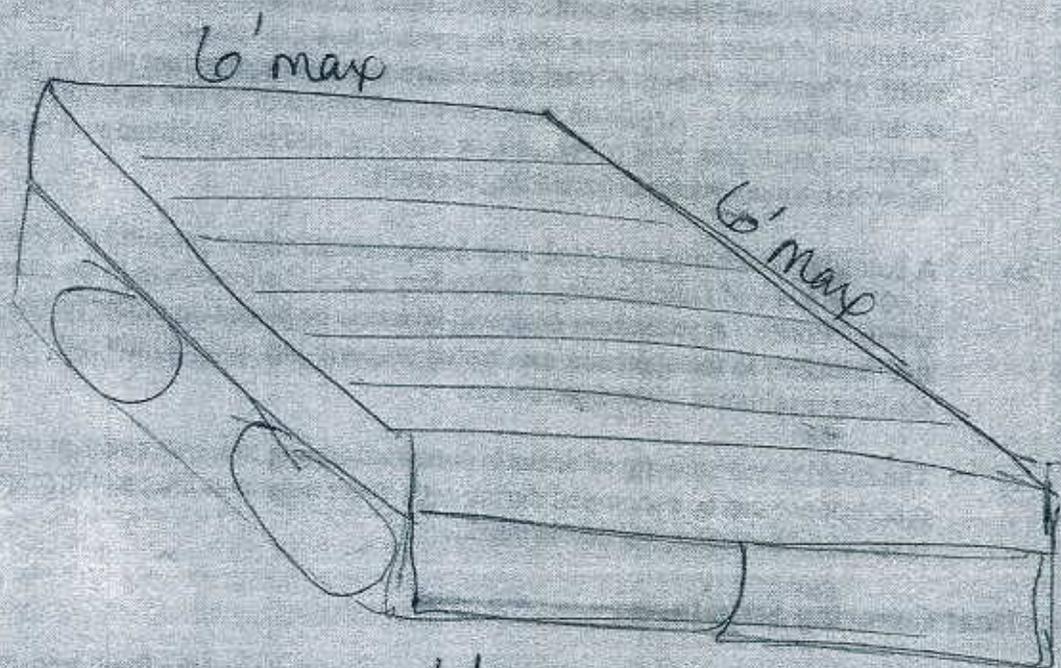
Note: Applications made by persons other than the property owner must contain the written approval of the application by the owner. All fee-owners and owners of rights-of-way shall join in any application. Signature below indicates approval for the Board of Selectmen or authorized town personnel to visit property for the purpose of inspecting prior to and after construction.

Owner Signature: Rachelle Bernabei Date: 6-21-16
Applicant Signature: Rachelle Bernabei Date: 6-21-16

Special note: Permission by the Board of Selectmen to construct a structure on or above the Town owned lake bottom shall not relieve the applicant from obtaining other required approvals, nor shall Selectmen approval indicate eventual approval by other officials.

Approved: Carmen Luna Date: 7/20/16
First Selectman

Currently moored (attached) to the end of our dock. We were gifted the barrels and a rotted larger raft and I asked Richard Frazier, a town resident to build me a raft, so I could remove the "eye sore" raft. There will eventually be a four step, ladder attached foldable



Uses 5 barrels.

Rte 87

05/30/18

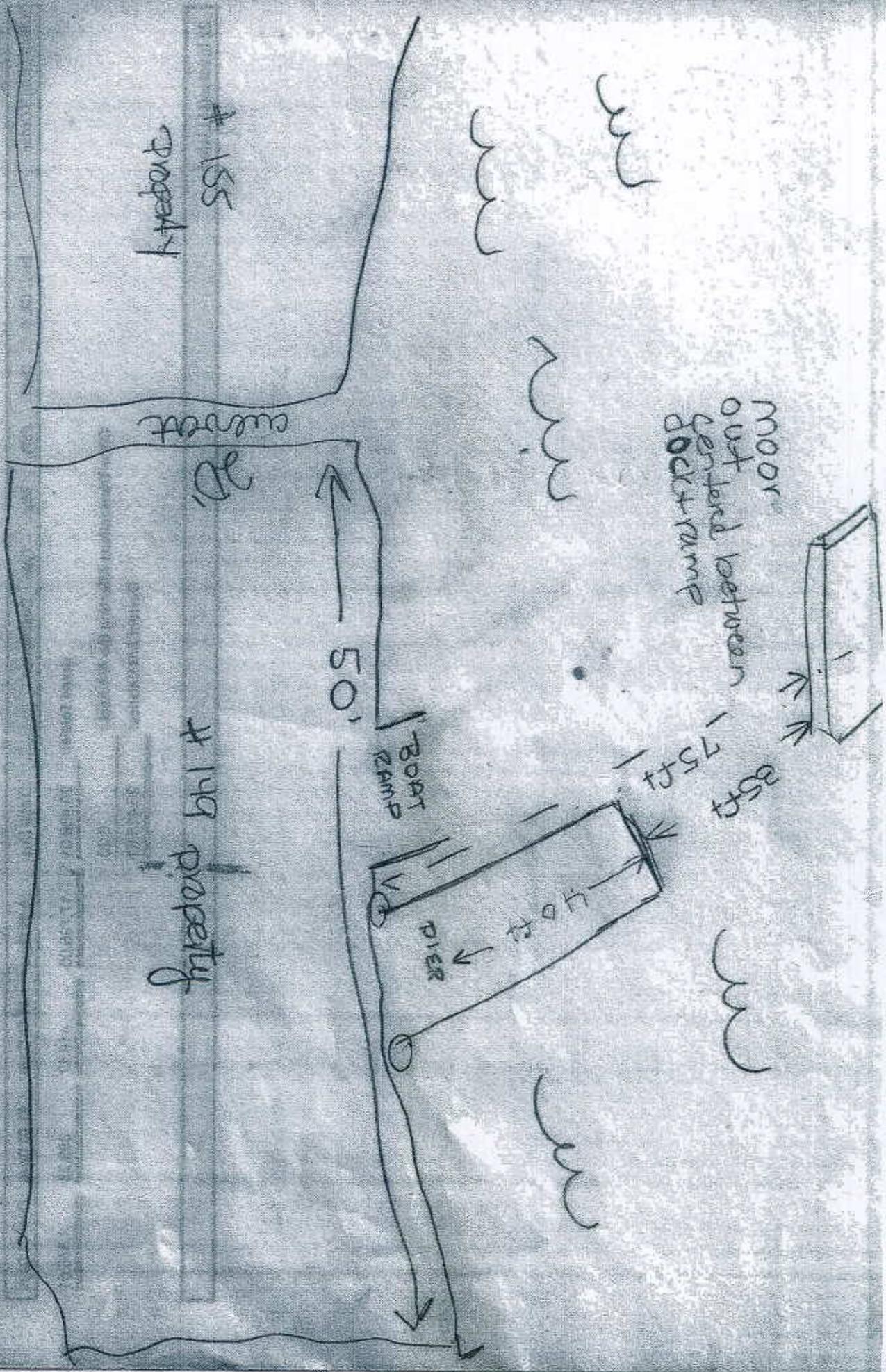
05/30/18

05/30/18

05/30/18

05/30/18

05/30/18



LAKE MANAGEMENT ADVISORY COMMITTEE

July 7, 2016

Ms. Carmen Vance
First Selectman
323 Route 87, Yeoman's Hall
Columbia, CT 06237

RE: Application for Installing a Structure on or Over Columbia Lake
Keith Nasin, 7 Webster Lane, Columbia, CT

On July 5, 2016, Keith Nasin submitted an application for permit to install a boat lift on their property located at 7 Webster Lane, Columbia.

On Wednesday, July 6, the Lake Management Advisory Committee (LMAC) held their monthly meeting and reviewed the application. The property owner has expressed a desire to install an aluminum framed boat lift to the eastern side of their existing wooden dock. The lift is necessary to provide access to the boat for the owner who is handicapped.

The lift is approximately 10'-0" wide by 17'-0" long. Four support posts of the lift will sit on aluminum pads which will sit on the lake bed. The boat lift is hydraulically operated with power provided by a solar powered battery. The unit is self-contained and requires no external power supply. The hydraulic fluid is biodegradable hydraulic fluid and poses no danger to the lake. The lift will be assembled on dry land and dropped into place on the lake bed. This operation will cause minimal, if any, disturbance to the lake bed.

After review, it is the recommendation of LMAC to the Board of Selectmen that this permit be approved with the following conditions:

1. No machinery or power equipment will be allowed on the lake bed.
2. The applicant will insure construction of the new boat lift will be of sound materials and shall not adversely affect the quality of the Lake water or aquatic life.
3. Disturbance to the lakebed will be confined to the installation of four aluminum posts and pads.

Your consideration in this manner is appreciated.

Respectfully Submitted;



Robert R. Powell, Jr.
Chairman, Permit Application Sub-Committee
Lake Management Advisory Committee

RECEIVED JUL 05 2016

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

Application for Constructing Structures on or over Columbia Lake

Date submitted: 1 JULY 2016

Complete and return to the Board of Selectmen.

Property owner: KEITH NAISON

Address: 7 WEBSTER LANE

Property Location: SOME

Daytime phone #: 860 250 8350 / 860 228 1703

Applicant if different from owner: _____

Address: _____

Daytime phone #: _____

Structure Information:

Proposal is for: New Replacement Repair BOAT LIFT
Structure Type: Dock Seawall Raft Boat Cover

Application must include a sketch of the structure clearly indicating dimensions and placement of the structure in reference to the property, as well as information regarding materials to be used in construction/repair. Supporting information such as maps and pictures are also helpful and may help expedite the process.

Note: Applications made by persons other than the property owner must contain the written approval of the application by the owner. All fee-owners and owners of rights-of-way shall join in any application. Signature below indicates approval for the Board of Selectmen or authorized town personnel to visit property for the purpose of inspecting prior to and after construction.

Owner Signature: [Signature] Date: 7-5-16

Applicant Signature: [Signature] Date: 7-5-16

Special note: Permission by the Board of Selectmen to construct a structure on or above the Town owned lake bottom shall not relieve the applicant from obtaining other required approvals, nor shall Selectmen approval indicate eventual approval by other officials.

Approved: Carmen Vorse Date: 7/20/16
First Selectman

5 July 2016

Board of Selectman and Lake Management Advisory Committee,

I am aware that any structures that come contact with the lake bottom have to be installed during regulation times during the winter draw down.

This is a proposal to drop a boat lift down on the lake bed during the season. Since the lift sits on aluminum pads, set to a pre-determined height, there should be absolutely no real impact to the lake bed. No preparation is needed.

Please take a look at pictures provided in assembly manual. We are proposing to completely assemble the lift on the ground and drop it into the lake with a man lift. This whole operation to set it in the water once it's complete should take about 1 hour.

The reason for this is we have a crippled up gentleman who still enjoys his love for boating and his lake front home, but can't move around enough physically to tie the boat up by himself.

With this piece of equipment he can drive the boat over the submerged lift the lift, push the remote control button and the boat will be lifted out of the water so there is no need to tie up bumpers, ropes etc. the boat can be lifted to a comfortable height and be on a nice solid lift so he can take his time and safely get on or off the boat.

The lift is self-contained, and no need for outside power to operate.

The installation is, set on lake bed, adjust the bunk height plug lines into solar powered battery pack and you're done.

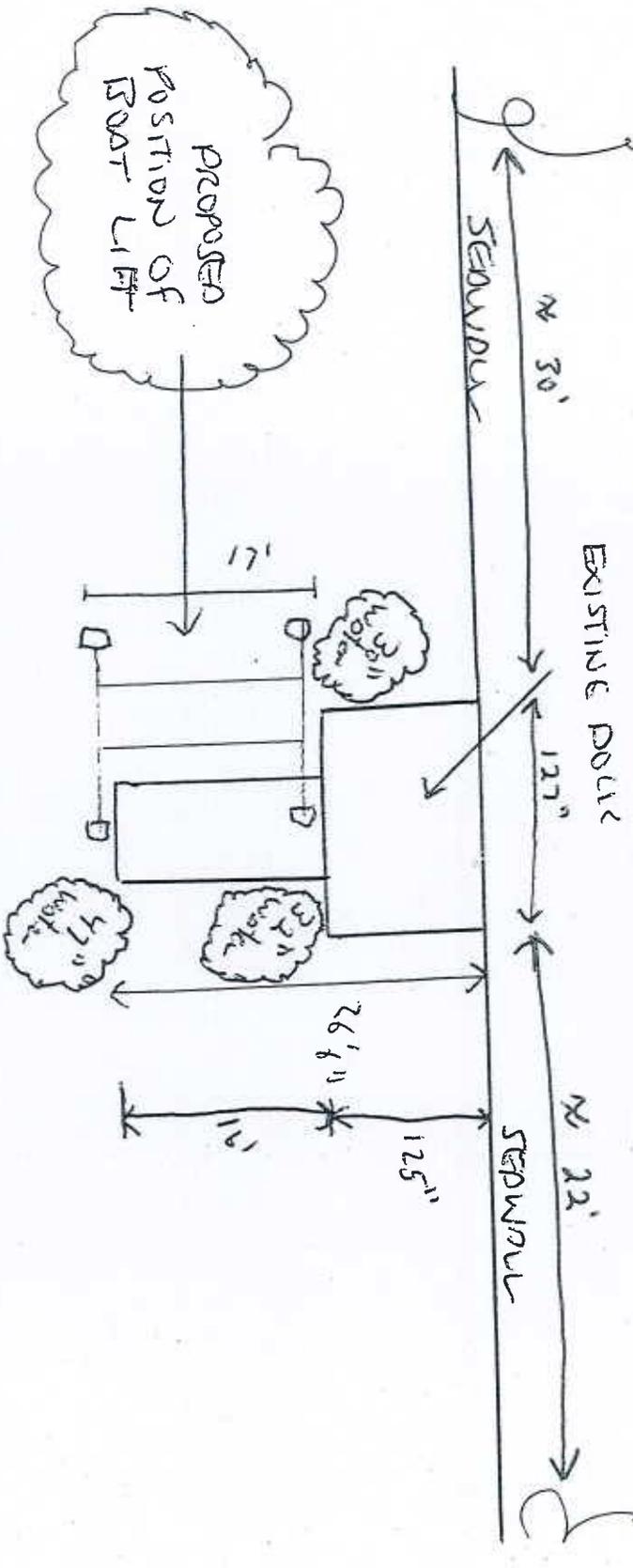
Sincerely and Respectfully,

Keith Naison

7 Webster Lane

HOUSE

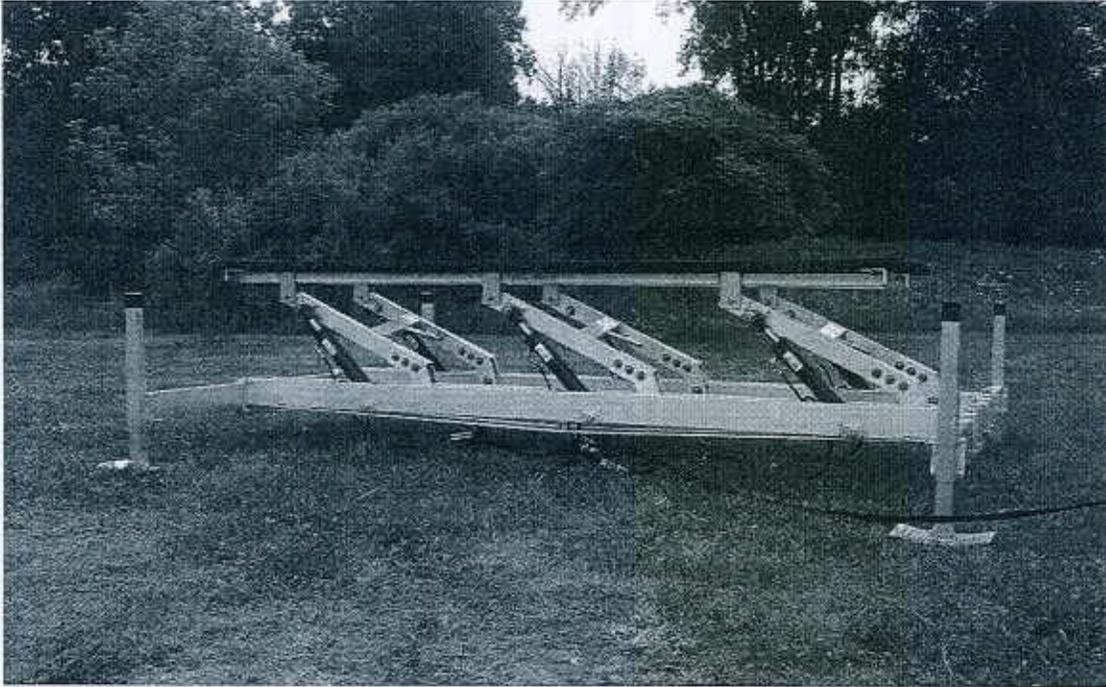
NO ADJACENT PROPERTY OWNERS
CAN EVEN SEE THE PROPOSED



NOTE

DRAWING NOT
TO SCALE

HYDRO MAX II ASSEMBLY MANUAL
ASSEMBLY INSTRUCTIONS
HYDRO-MAX II SERIES, 2000# THROUGH 12,000# UNITS.



CAUTION - PUT SAFETY FIRST

1. Before attempting to install or operate this hoist, study and fully understand the proper operating procedures and safety precautions outlined in this owner's manual.
2. Never exceed the recommended weight capacity of your lift. The lifted weight will include hull, engine, fuel, battery, and added accessories or gear. Weigh your fully loaded boat at a certified scale to be absolutely sure of the total weight.
3. Do not allow anyone on, in or under the lift while operating.
4. NOT COMPLYING WITH THE PROCEDURES AND PRECAUTIONS OUTLINED IN THIS MANUAL WILL INVALIDATE THE WARRANTY AND MAY RESULT IN PERSONAL INJURY OR DEATH.
5. If you have any questions about assembly, installation, operation or suitability of this product, contact an authorized dealer or The Feighner Co. Inc. at 1-800-BOAT-LIFT.

Assembly Instructions – Hydro-Max II series, 2000# through 12,000# units.

Please take a few minutes to familiarize yourself with these instructions and you'll soon be on your way to many years of trouble free mooring.

Contents:

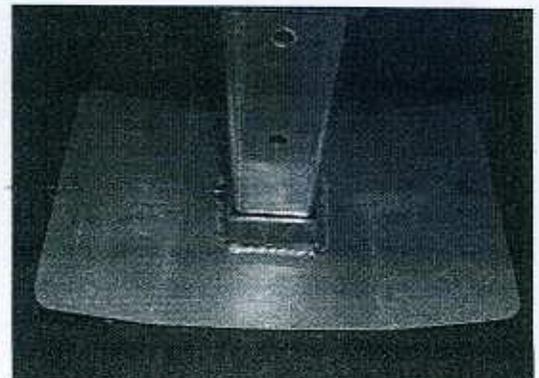
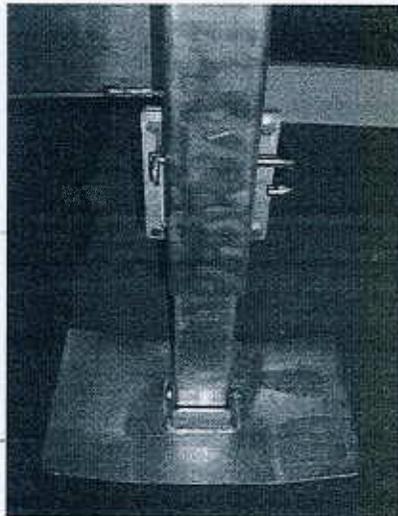
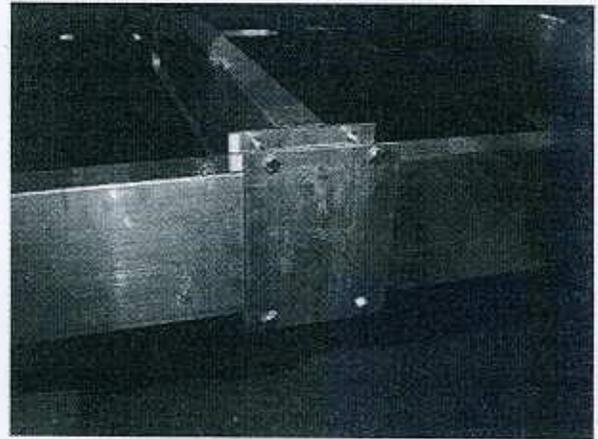
1. 1 Main Lift Assembly.
2. 1 Front Beam, 1 Rear Beam, (interchangeable).
3. 4 Leg pockets, with 3' legs attached. (short- standard / long - canopy)
4. 1 Black Box, (or upgraded White Fiberglass box)
5. 1 Hydraulic Pump, manual control, with Keyless Remote.
6. 4 Aluminum boat lift mud pads.
7. 2 Front Plates
8. 2 Rear Plates
9. Hardware Bag

Tools Required:

1. 9/16" socket wrench.
2. 9/16" box wrench.
3. (2) Large 12" adjustable wrenches.

Assembly:

1. Assemble lift on smooth level surface, free from obstructions. Unpack all components at this time, except for the hydraulic hoses. Leave this item wrapped for now to avoid contaminants from entering the fluid system.
2. Assemble Rear Beam: 1 Rear Beam, 2 Rear Plates, (8) bolts 3/8 x 3" long and (8) nuts. Center Beam, left to right, with Main Lift Assembly. Loosely fasten bolts to aid in centering this beam. Tighten bolts.
3. Assemble Front Beam: 1 Front Beam, 2 Front Plates, (8) bolts 3/8 x 3" long and (8) nuts. Center Beam, left to right, with Main Lift Assembly. Loosely fasten bolts to aid in centering this beam. Tighten bolts.
5. Assemble Feet to Leg Pockets: 1 Foot, 1 Leg, bolt 3/8 x 3.5" long and nut.
6. Assemble Foot/Leg Pocket assembly (from previous step) to Rear and Front Beams (step 2 and 3): (4) bolts, 3/8 x 1" long, and (4) nuts.

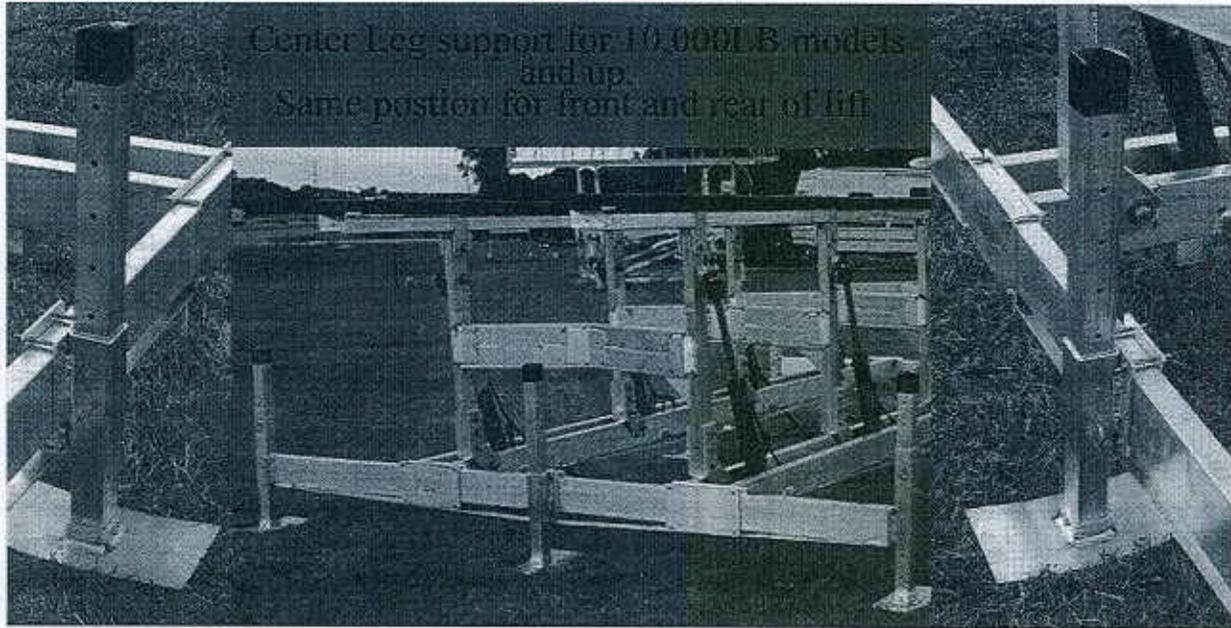


TF C The Feighner Company, Inc.

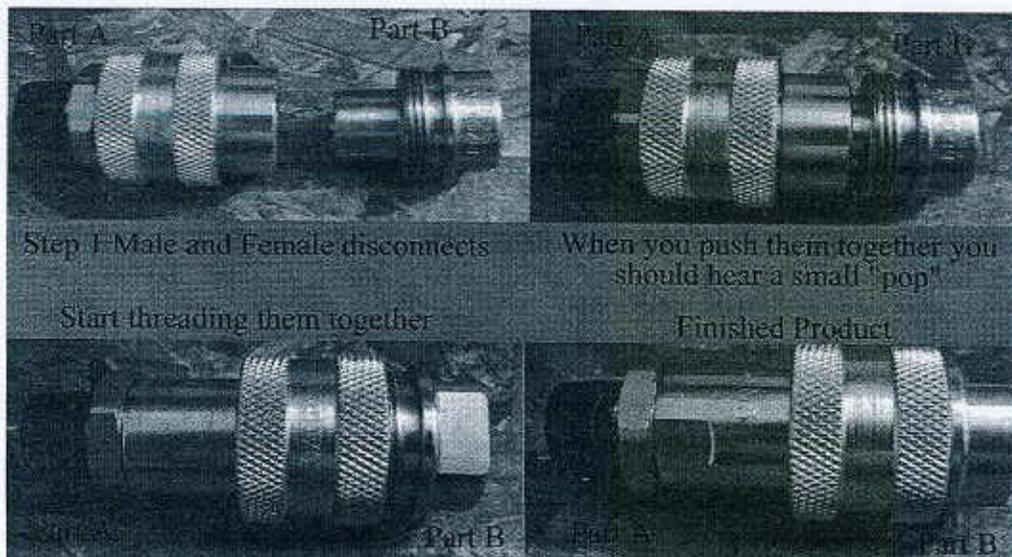
2264 LANSING RD, CHARLOTTE, MI 48813

WWW.1800BOATLIFT.COM
WWW.HYDROMAXII.COM

TOLL FREE: (800) BOAT-LIFT
PHONE: (517) 541-0900
FAX: (517) 541-0909



7. For Models 10,000 LB and up. Attach center leg with the same directions as the other 4 leveling legs. Installer **MUST CUT** off extra leg that extends above beam. So the boat doesn't hit the center leg.
8. Unpack hoses. Use caution not to cut into hose wall. Push hoses through Black or fiberglass box hole and screw to matching connectors on Pump. **IMPORTANT:** Look at Picture for full illustration. **NOTE:** You can hand tighten these, but It may require wrenches to fully tighten them to allow proper flow for lift.



T
F
C The Feighner Company, Inc.

2264 LANSING RD, CHARLOTTE, MI 48813

WWW.1800BOATLIFT.COM
WWW.HYDROMAXII.COM

TOLL FREE: (800) BOAT-LIFT
PHONE: (517) 541-0900
FAX: (517) 541-0909

9. Connect 12v battery source. Red lead from pump to positive (+) and black lead to negative (-). Double-check the hose connectors for full engagement and press the UP control button. Lift should rise until button is released. Press the DOWN button and conversely the lift will lower.
10. If lift fails to rise AND lower – recheck connectors - step 8. This will now require wrenches to ‘break’ the backpressure loose.
11. If lift rises but will not lower – open Flow Control screw valve on pump adjacent to male screw connector. This valve should be open 1.5 turns for now. Factory preset is 1.5 turns. DO NOT ADJUST ANY OTHER VALVES OR SCREW SETTINGS ON PUMP.



This concludes the assembly instructions.

T **F** **C** The Feighner Company, Inc.

2264 LANSING RD, CHARLOTTE, MI 48813

WWW.1800BOATLIFT.COM
WWW.HYDROMAXII.COM

TOLL FREE: (800) BOAT-LIFT
PHONE: (517) 541-0900
FAX: (517) 541-0909

Installation:

Tools required:

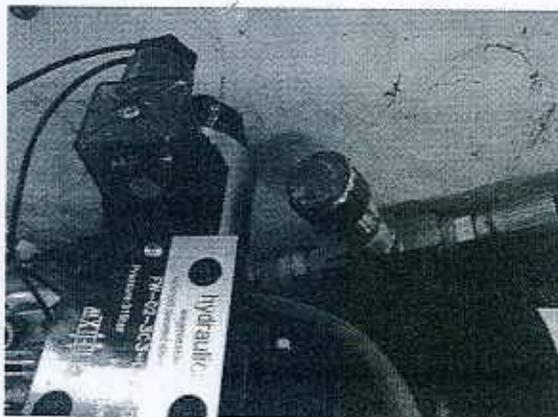
1. $\frac{3}{4}$ " box wrench.
2. Water shoes.

Instructions:

Survey the installation area for rocks, stumps or other obstructions, remove debris or relocate lift site.

1. Inspect boat hull for any protrusions, such as turn fins, speedometer pickups, live well inlets, cruise control pickups, etc. Compare location of obstruction with Bunk spacing. Remove or relocate if needed. In some cases, Centering Guides may be all that's required to position your boat for interference free lifting.
2. Lift or float unit into position. Rear of lift (stern) is the cylinder end of the lift. **DO NOT DRAG.** Dragging may cause unnecessary fatigue on Side Beams and Front/Rear Beams weldments.
3. Position lift in (ideally) 36" to 48" of water. If you're in deeper water, adjust legs until you have approximately 20" of water over the bunks in the low position. Longer leg option will require cross bracing.
4. Raise bunks until they are even with the water. Adjust legs until all 4 ends of the bunks are level. Retighten legs.
5. Inspect the lake bottom areas once again to ensure only the 4 Foot Pads contact the lake bottom. Clear any obstructions and sand away from under beams and rotating hinges.
6. Lower lift to the lowest position.
7. Float, (**DO NOT DRIVE**), your boat on at this time. **DO NOT RAISE THE LIFT YET.** Check for potential interference.
8. Raise the lift until the bunks just contact the hull bottom. **STOP.** Check for clearance one more time.

9. If all is clear between the hull and lift bunks, raise lift 6" more. WAIT. In softer areas lift feet may settle into lake bottom, causing tilt situation. Lower lift, remove boat and repeat step 5 thru 9 until lift is on solid footing. Relocate lift unit or shore up soft areas with sand, gravel or plywood sheets.
10. When satisfied with footings, raise lift in 6" increments. STOP, check level and continue. BE PREPARED to lower lift immediately should footings become unstable.
11. Adjust Flow Control Valve (located on the pump next to the top screw connector). On the 3800# model two flow control valves are used to regulate the ascent and decent of the lift. On all other models only one flow control is used and it regulates the decent. Too open and the boat lowers to fast causing stress on the frame during abrupt stops. Too shut, and undue stress on the battery is encountered. Ideally, your boat will lower at the same 'rate' as it rises. This should be about 1.5 turns open (turn clockwise until totally shut – then counter clockwise 1.5 turns). Heavier boats will require this valve closed more, and lighter boats will work better with this valve more open. If boat lift is hopping or chattering tighten flow control (s) and repeat above process. This will generally happen when the fluid becomes very warm due to sunlight or rapid use.



12. Use caution operating your lift during low battery voltage conditions. Although the safe 12 DC motor can survive lower voltage conditions the starter solenoid for this motor requires the full 12 volts to energize the magnetic switch to 'clamp' the contacts without arcing.

Troubleshooting:

- 1) Lift won't elevate:
 - a) Check battery condition – Even new batteries could be low.
 - b) Check hose connection, page 6. Partial connection of one hose will cause the hoses to 'jump' when activated.
- 2) Lift will elevate but won't lower:
 - a) Flow Control Valve may be shut. Open 1.5 turns initially, then open or close to control 'rate' of decent. Refer to page 5 and step 11.
- 3) Battery life seems to be short:
 - a) Several factors enter this equation:
 - i) Boat weight, including fuel, and gear: heavier load = fewer cycles.
 - ii) Flow Control too closed: Refer to page 6 step 11
 - iii) Cooler ambient temperatures: fluid is thicker, requiring more amperage.
 - iv) Battery may not be charging fully due to faulty charger or bad cell in the battery itself. Even new batteries have been found with bad cells.
 - b) After exploring the above avenues without satisfaction, contact your dealer for an optional Solar Panel to keep battery at its peak condition.
 - c) Use caution operating your lift during low battery voltage conditions. Although the safe 12 DC motor can survive lower voltage conditions the starter solenoid for this motor requires the full 12 volts to energize the magnetic switch to 'clamp' the contacts without arcing.
- 4) Fluid appears to be low:
 - a) Units are shipped with more of the fluid in the cylinders than the tank. Your lift should arrive with about ½ of the reservoir filled with fluid. As the lift elevates, more fluid is pumped into the tank than the cylinder. Conversely, as lift lowers, more fluid is pumped into the cylinders than the tank. With the lift in the lowest position the reservoir should be half full.
 - b) Should you have a spill, don't worry, Hydro Max 2 series lifts are filled with biodegradable hydraulic oil. Wipe up as required and contact your dealer for replacement oil.
- 5) Lift rises a few feet, then stops, motor runs at a higher pitch:
 - a) Check fluid level in the reservoir, the pump requires some amount of fluid to pump into the cylinders to raise the boat. No damage to the system will occur due to this event. HL series lifts are filled with biodegradable hydraulic oil. Contact your dealer for replacement oil.

Annual Maintenance and Winterization Instructions:

Should you have the good fortune to be in the position to require your lift to be removed from the lake annually, below are a few guidelines to ensure many years of safe, trouble free operation.

1. When removing lift from the lake, **DO NOT DRAG PADS ON LAKE BOTTOM.** Hidden debris can obstruct feet and bend legs. Soft sand and morrow bottoms will restrict forward movement causing stress on frame. Float lift using inner tubes, float drums, or paddle boats using the power of the double acting cylinders to lift feet off the lake bottom. **USE CAUTION NOT TO CRUSH FLOATION DEVICES WITH THE POWER OF THE CYLINDERS / OR CAUSE FRAME DAMAGE.**
2. After the lift is on shore, inspect all hoses for any signs of wear.
3. Inspect all bolts and nuts. Tighten if necessary.
4. Inspect frame components for excessive wear.
Disconnect battery, check fluid level, and charge before storing.
Store pump indoors if possible.

Kim Bona

From: Ann Dunnack [adunnack@charter.net]
Sent: Monday, June 13, 2016 9:26 AM
To: Kim Bona
Subject: FW: Szegda Farm raised gardens built 2016/06/11 Eagle Scout Project

Kim,
Please put this in the BOS packet. What a wonderful job this Eagle Scout Candidate did! Now people with disabilities can enjoy community gardening too. Great job, Adrian!
Ann Dunnack

From: McGrath Thomas - Hartford-HSB [mailto:Tom_McGrath@hsb.com]
Sent: Monday, June 13, 2016 7:59 AM
To: Walt Tabor; (Anthony.ortiz2@gmail.com); Bob Ulkus; Gary King (gtkking49@yahoo.com); David Bull; David Szegda; Nancy Massey (nmassey48@yahoo.com); Ann Dunnack (adunnack@charter.net); George MurphyTOC (gmurphy@columbiact.org)
Subject: RE: Szegda Farm raised gardens built 2016/06/11 Eagle Scout Project

Columbia Boy Scout Adrian Salustri selected building the handicapped accessible raised gardens for the Community Garden as his Eagle Project.

Most of the work was completed Saturday 2016/06/11.

The area around the beds made up of several tons of compacted stone dust. See attached photos



TOWN OF COLUMBIA

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

OFFICE OF THE FIRST SELECTMAN

June 14, 2016

Adrian Salustri
31 Wildwood Drive
Columbia, CT 06237

COPY

Dear Adrian,

On behalf of the Board of Selectmen I wish to thank you for the raised garden beds that you constructed for your Eagle Scout Project for the Columbia Community Garden at Szegda Farm. These raised garden beds will provide those with disabilities the opportunity to enjoy an easily accessible gardening experience.

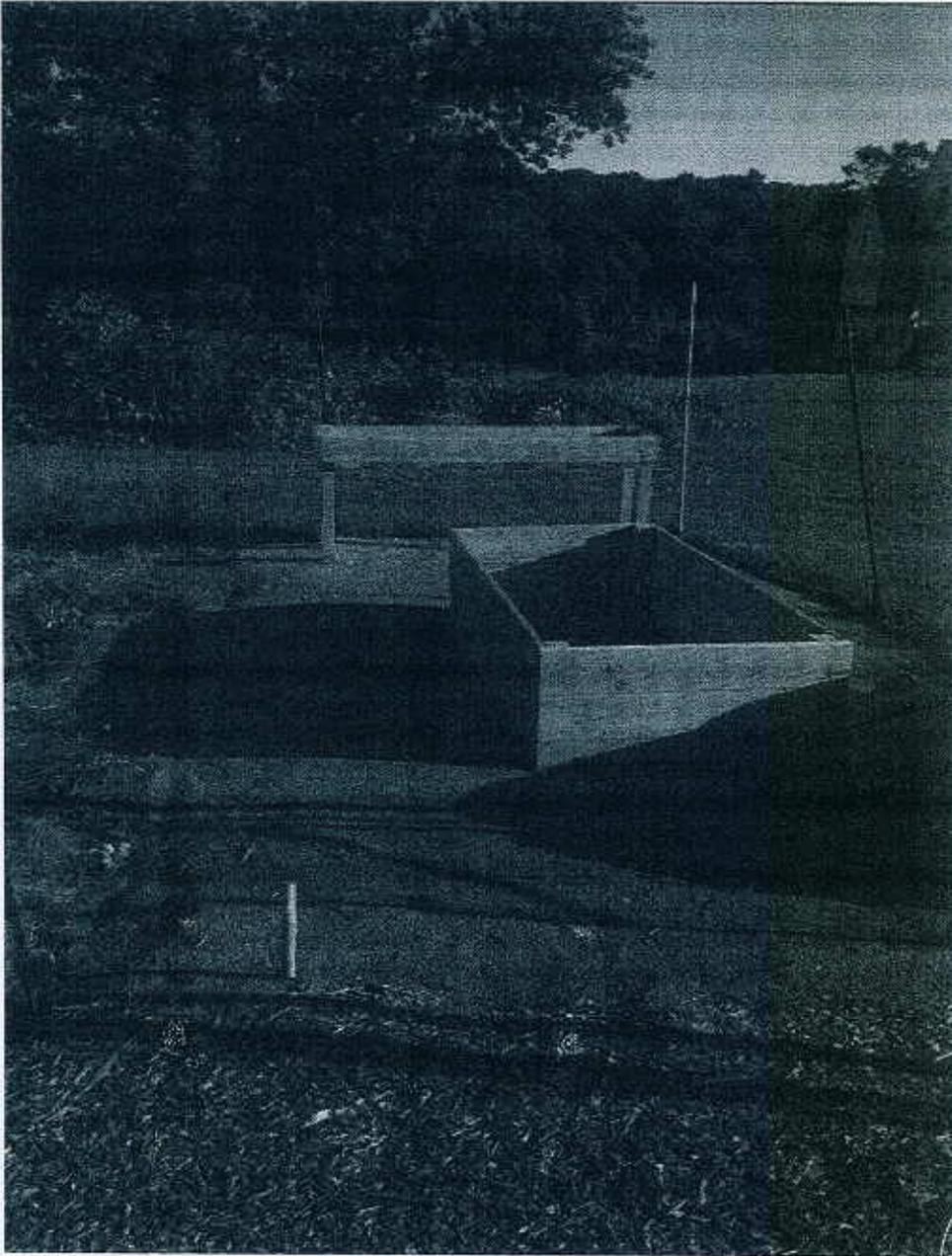
I understand that you spent many hours designing and constructing the bed and stand up planter. The three tons of stone dust aggregate that you and members of your Troop spread around the raised beds to provide a smooth, level surface for wheel chairs and/or walkers must have taken time and hard work.

Once again, I thank you for all you have done and continue to do. It is bright and caring young citizens such as you who will help keep Columbia the wonderful place it is in years to come.

Sincerely,

Carmen Vance
First Selectman

Carmen Vance, *First Selectman*



Thanks Tom

IMPORTANT NOTICE:

The information in this email (and any attachments hereto) is confidential. If you are not the intended recipient, you must not use or disseminate the information. If you have received this email in error, please immediately notify me by "Reply" command and permanently delete the original and any copies or printouts thereof. Although this email and any attachments are believed to be free of any virus or other defect that might affect any computer system into which it is received and opened, it is the responsibility of the recipient to ensure that it is virus free and no responsibility is accepted by The Hartford Steam Boiler Inspection and Insurance Company or its subsidiaries or affiliates either jointly or severally, for any loss or damage arising in any way from its use.



Tuesday, July 12, 2016

Carmen Vance, First Selectman
Town of Columbia
Columbia Town Hall
323 Route 87
Columbia, CT 06237

Re: CRCOG Annual Report and Member Benefits Information

On behalf of the CRCOG Policy Board I am happy to send you CRCOG's annual report and your CRCOG member benefits information which lays out some of the details of what you receive for your dues. All of our members receive more in benefits than paid in dues.

CRCOG is committed to addressing a wide range of issues of concern to municipalities such as transportation, homeland security, public safety, solid waste management, and brownfields assessment and remediation, and crumbling foundations to name a few. In addition, CRCOG assists in developing and sharing best practices in planning related to transit oriented development, green infrastructure, complete streets, environmental protection, alternative energy, food security and many other topics. CRCOG is your place to bring forward issues on which we might work together.

I thank you for your participation to make our metro region the best it can be. If you have questions or suggestions, please feel free to contact me at (860) 522-2217 extension 232 or lwray@crcog.org).

Sincerely,

Lyle D. Wray
Executive Director

Highlights



CTfastrak celebrates one year of operations; ridership exceeds targets.



\$1.6 million saved by member municipalities through the Purchasing Council.



CRCOG is managing statewide aerial imagery flyover. Online permitting system serves 24 municipalities.



Re-launched MetroHartford Brownfields Program and initiated a workshop series on Next Generation Economic Development in Connecticut

Return on Investment

\$1 of local dues helps CRCOG access \$11 of state, federal, and other funding.

Financial Highlights 2015-2016 Projections

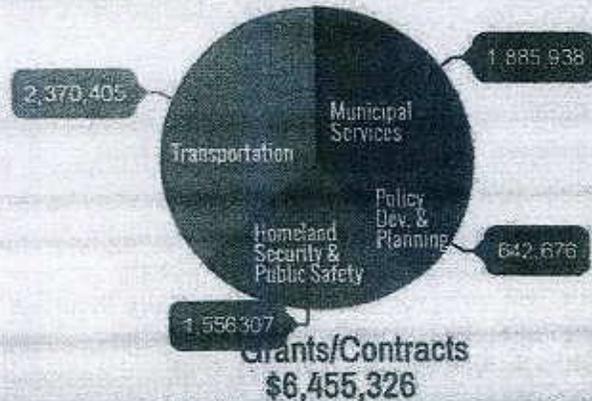
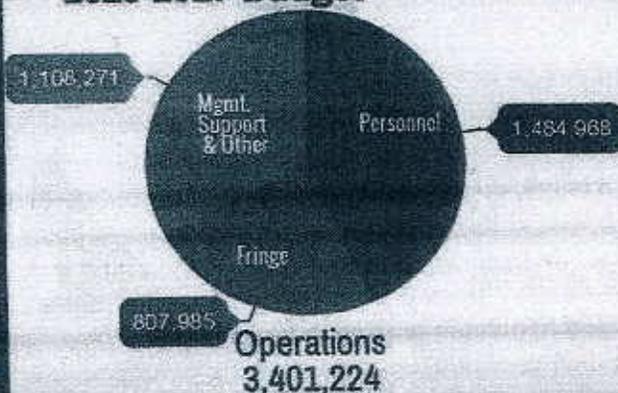
Revenues: \$8,318,228

Local \$754,030	State \$3,361,242	Federal \$3,047,729	Other \$1,155,227
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Expenditures: \$8,050,710

Personnel	Fringe	Mgmt. Support & Other	Municipal Services	Policy Dev. & Planning	Homeland Security & Public Safety	Transportation
Operations 3,028,258			Grants/Contracts \$5,022,452			

2016-2017 Budget





Youngsters enjoy a bouncy castle at Kids' Day at the East Haddam Farmers' Market on June 15. Photo courtesy East Haddam Farmers' Market.

Walter looks back on nine years as First Selectman

By Mary Milewski

Mark Walter's friendly smile and his commitment to municipal management will both be missed by East Haddam residents. Walter finished nearly a decade of service as the town's First Selectman on June 30, and will be moving to a position as Town Manager of Columbia, in Tolland County, Connecticut.

During his term of office, Walter said, he worked to slow the rate of spending increases, to preserve the rural character of East Haddam, and to make the town more welcoming to small and medium sized businesses.

"I loved the position of First Selectman and the day-to-day challenges. It's a very rewarding career," he said. "This next step with Columbia is a way to take everything that I learned and roll it over into a position as a town administrator, really doing the same job and focusing more on the finances and the CEO part of the job and not having to focus on the political part of the job."

"I would like to thank the citizens for providing me with five terms - I really enjoyed the whole time," he said. The accomplishments he is most proud of include "... [B]ringing a lot of improvements to the way we run the finances of the town, including bringing us up to a double-A rating and bringing in policies and procedures that Standard & Poor's [credit

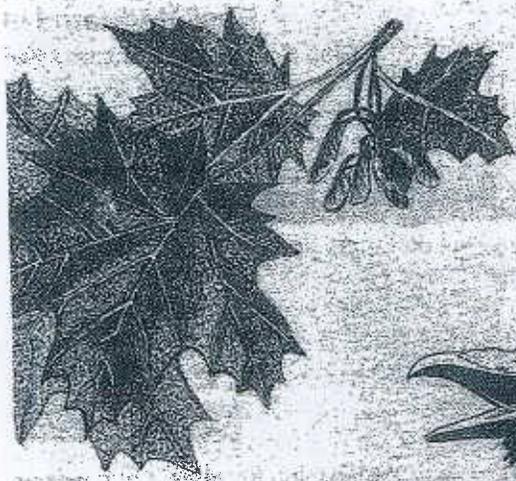
Continued on page 2

Art abounds in new calendar

Left: *Maple Leaves* by First Place Youth winner Selina Zhang, age 11.

Below: *Raven*, by Second Place Adult winner John Krzeminski

Both drawings will be featured in the 2017 East Haddam Land Trust Calendar.



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FROM PAGE ONE

Mark Walter

Continued from front page

rating agency] loved and the bonding community liked," Walter said on his last day in the office.

"Also I enjoyed working with the Board of Finance to bring in written policies, so that we have a long-term debt management plan and capital plan. As a result of all that, we were able to bring together these last four big capital projects that are in the works right now with four building committees. That's the whole catalyst for really working on the economic commerce of our East Haddam village and our Moodus village. Finally, we've had an emphasis on beautifying the town, all of our town greens, our cemeteries, our parks, our open space, trail heads and trails. When you tie all that together, plus a huge focus on the quality of our lakes, it makes East Haddam one of the top towns in Connecticut to live in."

Looking back, Walter said that what he enjoyed the most was working together with all the town's boards and commissions. One especially rewarding project was changing emergency services, adding improvements to both the fire and ambulance services.

One change East Haddam could make immediately is increasing the First Selectman's term of office to four years, Walter said. "Two years is really too short." He thinks East Haddam should consider making its First Selectman position into a Town Manager position, and make the Town Clerk and Tax Collector positions into professional rather than elected positions.

"It doesn't make sense to make those elected positions," he said.

Walter will take an oath to be unaffiliated with political parties as he serves in his new Town Manager role.

The First Selectman position has been advertised and applications are being submitted. The actual process the town will follow could take one of several directions, according to Town Clerk Deb Denette.

The remaining two Selectmen, Ernest Malavasi and Susan Link will work to appoint a new First Selectman within 30 days, as specified in Section 9-222 of the General Statutes. "They're going to have a special meeting regarding the interview process," said Denette. "They're having a lot of discussion on whether they're going to do it publicly or privately."

"If they decide from the get-go that they are going to stalemate, they will pass it to the Registrar

of Voters, the Tax Collector and the Selectman from the same party - that is single board office holders - to decide," she explained. Lucy Yacovino, Denise Dill, and Susan Link, respectively, would have 30 days to decide on a replacement. As Town Clerk, Denette is also a single board office holder but is currently enrolled as an unaffiliated voter. If she should choose to change her party affiliation to Republican, her rights would attach immediately and she could be added to the list above.

The statutes are silent as to what happens if the aforementioned procedures do not result in an appointment.

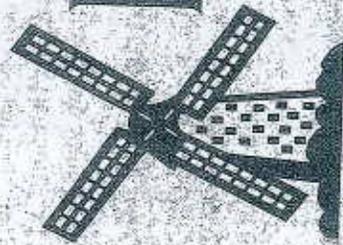
Once an appointment is made, the appointee assumes the duties of the First Selectman immediately and would serve until the next regular election, unless a petition for a special election is received. If 5 percent of the registered voters of the municipality file a petition with the town clerk to call for a special election within 15 days of this appointment, a special election is called by the Municipal Clerk. The Secretary of the State's Office then establishes an election calendar of approximately 120 to 150 days. The filing for a special election would essentially initiate a mini-municipal election allowing for caucuses, nominating petitions, primaries, and write-ins.

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