

**SPECIAL MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, February 26, 2019 – 7 pm
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT**

Members Present: First Selectman, Steven M. Everett, Deputy Selectman, Robert Hellstrom; Selectman, Lisa Napolitano; Selectman, William O'Brien.

Members Absent: Selectman, Robert Bogue.

Also Present: Mark Walter, Town Administrator; Beverly Ciurylo, Finance Director.

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

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
2. **APPROVAL OF AGENDA:** S. Everett MOVED to Approve the Agenda. MOTION CARRIED 4.0.
3. **APPROVAL OF MINUTES:**
 - 3.1 **BOS Regular Meeting Minutes for February 5, 2019.** R. Hellstrom MOVED to Approve the Minutes. MOTION CARRIED 4.0.
 - 3.2 **BOS Special Town Meeting for February 19, 2019 – MBR.** S. Everett stated that these minutes do not need to have BOS approval.
 - 3.3 **BOS Special Town Meeting for February 19, 2019 – CT-CHIP.** S. Everett stated that these minutes do not need to have BOS approval.
4. **OLD BUSINESS:** None.
5. **NEW BUSINESS:**
 - 5.1 **Add the Acceptance of a Weather Station Gift in memory of Henry Beck Sr.** M. Walter explained that the Beck family would like to donate the weather station in memory of Henry M. Beck, Sr. LMAC would like to put this at the dam for the best wind and weather data for the lake. S. Everett MOVED to accept the weather station gift in memory of Henry Beck Sr. MOTION CARRIED 4.0.
 - 5.2 **Request to Use Town for Athletic Event – TriState Endurance Relay Run – Saturday, August 24, 2019.** S. Everett MOVED to Approve the TriState Endurance Relay Run on the route through Columbia as posted. MOTION CARRIED 4.0.
 - 5.3 **FY 2019/2020 Budget Workshop.** S. Everett stated that with the State budget there will be a large impact to most towns and Columbia will be one of the towns that will see an impact.

M. Walter began the budget workshop with a discussion on the FY 20 State Budget Impact on Grants to Columbia. He also reviewed the FY 19-20 Revenues and FY 18-19 Estimated Beginning Fund Balances with the BOS. M. Walter asked B. Ciurylo if she'd like to make some initial comments. B. Ciurylo stated that there was an audit at the end of the year and that the town will receive an additional \$27,000 for the ECS Gran. She added, the pre-school collection fees are doing well, and enrollment is up. Discussion followed. B. Ciurylo reviewed the FY 18-19 Estimated

Beginning Fund Balances and explained that if nothing changes the estimated fund balance will be \$3.2M.

M. Walter provided notable increases and decreases to the BOS. The increases and decreases currently in the budget process would result in a total BOS budget net increase of 2.5%. Discussion followed. S. Everett spoke about Columbia's 4th of July event as one of Columbia's key events. The budget for this event has not been increased in many years and his proposal is to give the Lions an additional \$2,000 to help fund this important event. M. Walter presented a recommended salary for FY 19-20 to the BOS. Salary increases were discussed with 2% or 2.5% wage increase for town staff, including seasonal employees and floaters. Discussion followed. All BOS agreed that they are in favor of 2.3% increase. M. Walter distributed three budget scenarios to the BOS. M. Walter covered notable increases and decreases in Capital. He explained that some of the notable increases included box culverts at Hunt Rd. & Macht Rd. and the bridge at Hop River Rd and increases in upgrading DPW equipment, building improvements, and heat pumps at the Fire Department. The Town Hall roof is over 20 years old and will need to be replaced. M. Walter explained that it is proposed to put it into this year's budget and pull it out of FY 19-20 budget.

S. Everett asked the BOS to look closely at the budget material provided and to review for the next BOS Budget meeting.

6. **COLUMBIA LAKE / DAM / BEACH:** None.
7. **APPOINTMENTS / RESIGNATIONS:** None.
8. **TOWN ADMINISTRATOR REPORT:** None.
9. **CORRESPONDENCE:**
 - 9.1 **Resident State Trooper monthly police report for January 2019**
 - 9.2 **Fire Chief monthly incident report for January 2019**
 - 9.3 **Grand List of 2018**
10. **BUDGET:**
 - 10.1 **Transfers:** S. Everett MOVED to Approve the Transfers totaling \$412.00 from DPW overtime salaries to Professional Development.

TRANSFER #/AMOUNT	FROM A/C# DESCRIPTION	TO A/C# DESCRIPTON
2019 #018 / \$412.00	10-4410-011 / DPW OT Salaries	10-4410-710/ Professional Development

MOTION CARRIED 4.0.

- 10.2 **Refunds:** R. Hellstrom MOVED to Approve Refund Transaction of \$52.62 for Refunds.

AMOUNT	FROM	TO
\$52.62	TOWN OF COLUMBIA	NANCY L. SHORTOFF

MOTION CARRIED 4.0.

11. **APPROVE PAYMENT OF BILLS:** S. Everett MOVED to Approve Payment of Bills totaling \$34,856.60, compromised of 2018-2019 Emergency, 2018-2019 Regular, Credit Card, Paychex. MOTION CARRIED 4.0.
12. **AUDIENCE OF CITIZENS:** None.
13. **BOARD MEMBER COMMENTS:** None.
14. **EXECUTIVE SESSION:**
- 14.1 **Real estate per State Statutes Section 1-200(6)(D); Pending Litigation per State Statutes Section 1-200(6)(B); Personnel per State Statutes Section 1-200(6)(A).** S. Everett MOVED that the Board of Selectmen go into Executive Session at 8:33 pm to discuss personnel with M. Walter, Town Administrator. M. Walter left the Executive Session at 8:51 pm. The Executive Session ended at 9:12 pm.
15. **ADJOURNMENT:** S. Everett MOVED to ADJOURN at 9:12 pm and the MOTION CARRIED UNANIMOUSLY. The next meeting is scheduled for Tuesday, March 5, 2019.

Respectfully Submitted by Jennifer C. LaVoie