

**REGULAR MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, September 18, 2018 – 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, Selectman, Robert Bogue.

Also Present: Town Administrator, Mark Walter; Michelle Hamilton AHM Executive Director; Peter Starkel, Town of Columbia Fire Chief.

CALL TO ORDER: 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 for September 18, 2018. MOTION CARRIED 5.0.
3. **APPROVAL OF MINUTES:**
- 3.1 **BOS Regular Meeting Minutes for September 4, 2018.** R. Bogue MOVED to approve the BOS Regular Meeting Minutes for 9/4/18. MOTION CARRIED 5:0.
4. **AUDIENCE OF CITIZENS:** Karl Then; Ann Dunnack; Mary Roickle; Denise Morell, Youth Services Committee Member.

Mary Roickle, 34 Erdoni Road addressed the BOS with a response to Paul Kubala's statement related to CLA Actions documented in the minutes of the September 4, 2018 BOS meeting. M. Roickle said "In the September 4, 2018 Audience of Citizens section of the minutes Mr. Paul Kubala's remarks related to the illegal use of fireworks on the lake included the following "He (Mr. Kubala) also added that the representative from the Lake Committee stated in the last BOS meeting that they (Columbia Lake Association) choose to do nothing about it." I was that representative who attended the August 4th meeting. For the record I am entering the following update related to my remarks that evening.

First, the August 4th approved BOS minutes read, "M. Roickle stated that the Columbia Lake Association formally and officially withdrew itself from any fireworks, expressed that fireworks are illegal but that it is not their position to enforce the law. Although accurate here is further context to fully understand our CLA position.

In July of 2017 the CLA created a Fireworks Committee with the charge to craft a proposal for the CLA to consider organizing and sponsoring a legal, regulated fireworks display to include a protocol to protect eagles and newborn eaglet(s) residing on the lake. The overarching issues discussed were the illegality of consumer fireworks, as well as the authorization processes to have legal displays. The discussions boiled down to two issues. One, was it technically feasible and practically viable

to sponsor a legal commercial firework display and two, the CLA's role regarding illegal fireworks.

In May of 2018 the committee's report to the CLA BOD recommended the CLA not pursue sponsoring a legal firework's display and that the CLA periodically inform the membership regarding the consequences of illegal fireworks especially during eagle breeding season. In addition, the CLA went on record that as a private organization we cannot enforce state laws in this instance as related to illegal fireworks usage. In July of 2018 the CLA membership accepted the committee's recommendations.

Thus, the CLA did something. We decided to not sponsor legal fireworks displays and we do not condone illegal fireworks. Also, our CLA mission is to protect the lake as a natural and recreational resource extends to protecting the resident eagles, especially during their breeding season. Yet, the CLA can't do everything, as we are not authorized to enforce the law.”

5. OLD BUSINESS:

5.1 Tax Incentive for Town of Columbia Volunteer Fire

Department. S. Everett explained that in the previous BOS meeting on 8/21/18 the fire department would like to change the ordinance to include a tax relief for retired volunteer firefighters. The BOS tasked M. Walter to do some more research and report back to the BOS.

Peter Starkel, Columbia Volunteer Fire Chief explained that since June 2016 a Tax Abatement Program was established pursuant to section 12-81 of the Connecticut General Statutes for active members of the Columbia Volunteer Fire Department. To be eligible for the program active members must meet the eligibility requirements below:

- 1) Responds to at least 50 calls;
- 2) Attends at least 10 drills; and
- 3) Attends at least 5 monthly meetings.

S. Everett asked why the State is involved with Columbia regarding the Tax Abatement Program. P. Starkel explained that the State gave the Town of Columbia the option to include the Tax Abatement Program to active members of the fire department and per Public Act 5277 it has added the option of including retired eligible members.

P. Starkel explained the additional research that he conducted to answer some of the BOS question included:

- The Columbia Volunteer Fire Department currently has 38 active members; 6 currently meet the qualification of having actively served for 25 + years. There are approximately 23 active members that are on track for the tax abatement. A handful of the members fall within the 10-15-year range. Most of the other members are less than 10 years.

- P. Starkel poled other departments within Tolland County, and of the four or five responses he received, two currently extend the tax abatement to life members or retirees and one or two offer the tax abatement to those who have served only 15 years.

W. O'Brien asked if a lot of people stay on and not retire. P. Starkel responded that they typically stay for 5 to 8 years and that people are not sticking around for 25 years.

R. Bogue asked if this will be extended to other groups (emergency services) that donate their time. P. Starkel answered that the town ordinance would extend to the administrative officers within the Fire Department. He added that those administrative officers are active firefighters. W. O'Brien asked if this must be approved by the BOS and then sent to a town meeting for approval. M. Walter explained he wants to run this by Town Attorney, Henry Beck before it goes to the BOS for final approval and then to a town meeting.

S. Everett asked if upon death of the eligible member will the tax abatement go to the surviving spouse. M. Walter stated he will look into this and will report back to the BOS.

W. O'Brien MOVED to approve the Town Administrator to go forward with consulting the Town Attorney for the proposed ordinance for the tax incentive for Town of Columbia Volunteer Fire Department. MOTION CARRIED 5.0

6. NEW BUSINESS:

6.1 AHM Contract Renewal Presentation of Services. Michelle Hamilton, AHM Executive Director presented an overview of AHM's services that are provided to the Town of Columbia. AHM has been working with the Town of Columbia since 2014 and a 5-year contract was entered into with AHM.

AHM Programs:

- Elementary School Based Student Support Services.
- Positive Youth Development Programs (K-12).
- Regional AHM Summer Youth Theater Program.
- TASKS- Senior Citizen's Youth Work Program - MS & HS Students.
- Power of Words Program (5th and 6th graders).
- Leadership Club, formerly known as Get Outside Program (K-8).
- Garden Club Program (K-8).
- AHM CHEC Coalition and Prevention Education & Activities for School.
- Juvenile Review Board Services and associated resources.

New Programming includes:

- Peer Mentoring Program- K-4 mentees, gr. 5-8 Mentors.
- Peer Mediation Program: Grades 5-8.
- SHARP Program (Safe Home Alone Readiness Program - Ages 10 and up.
- Peace at Home Parenting: Families with Children ages birth – 18.
- Family Resource Center: For birth to age 5 and parents includes Preschool.
- Play and Learn and in-home development screenings.
- Parent Education and Family Outreach.
- Life Skills Classes - Anti- bullying Pro Kindness presentation.
- Narcan training.
- Drug Take Back event.
- Porter Supply closet.
- True Colors Presentation.
- Trauma and Resilience Training.
- SMART Recovery - Substance Abuse support group for 16-18-year old's & Families and Friends group.

M. Hamilton explained that The HW Porter School created the Porter Supply closet that is filled with supplies, such as school supplies, snacks, and mittens, that can be given to students who don't have these items

S. Everett asked about some cancellation of events and asked if there was a drop in activity or a need? M. Hamilton stated that the presentation was canceled because they found that parents were not coming to the program because it was difficult to get back out and attend the program. AHM decided to utilize the Peace at Home on-line classes/webinars to help parents access information and training online.

R. Bogue asked if AHM works with other entities within Columbia. M. Hamilton stated that AHM works with the Youth Service Bureau, the Recreation Department, Juvenile Review Board, and the Horace Porter School. She added that Columbia has had 30 teens go through Juvenile Review Board and that in the 2016-2017 data, 424 children were served through various AHM program.

W. O'Brien MOVED to enter into a 5-year renewal contract with AHM Youth and Family Services, Inc. MOTION CARRIED 5.0.

6.2 401 & 457 Plan Recommendation. S. Everett explained that in the prior BOS meeting he had asked M. Walter to go back and talk with the Town employees as well as the BOE and ask for their feedback on the current 403 (b), 401(a) & 457(b) Plans. Lol Fearon, Interim Superintendent expressed that the BOE would like to enter into a contract with MML Plan Solutions.

S. Everett MOVED that we authorize the Town Administrator to enter into a contract with MML Plan Solutions as the Advisor for the Town of

Columbia's 401(a) and 457(b) retirement plans and a 403 (b) plan.
MOTION CARRIED 5.0.

- 6.3 **Columbia Autumn Classic Road Race, October 28, 2018.** S. Everett MOVED to approve the Columbia Autumn Classic Road Race, October 28, 2018 at 12:00 pm at Rec Park. MOTION CARRIED 5.0.
7. **COLUMBIA LAKE / DAM / BEACH:** None.
8. **APPOINTMENTS / RESIGNATIONS:** None.
9. **TOWN ADMINISTRATOR REPORT:**
 - Update on Invasive Species Treatment on Columbia Lake.** M. Walter explained that the treatment application for the Phragmites was applied on September 11, 2018 on all 6 sites. Three were by boat and three were on foot. The Solitude representative shared that he believed he was able to impact 75% of the Phragmites with the first treatment. M. Roickle explained that there were a few reasons that the first application impacted only 75%. On Woodland Terrace it appeared that someone had cut the plant, which impacts the process of killing the plant. She added that they are encouraging residents to not cut the plants.
 - 9.1 **CCM's Workshop October 3, 2018 on How to Run Legal and Effective Public Meetings.** M. Walter explained that CCM is sponsoring a workshop that will be put on by Halloran & Sage on *How to Run a Legal and Effective Public Meeting*. He added that this is a requirement that Halloran & Sage provide this type of service to the Town as part of our contract with them.
 - 9.2 **Update on Flag Poles.** M. Walter explained that we are in the process of putting up the flag poles that will fly both the State of CT flag and the POW Flag and that there will be a dedication on Veterans Day. He added that the Lions Club has generously donated funds for one of the flag poles.
 - 9.3 **Columbia Lake Water Level Monitoring.** M. Walter explained that he and George Murphy, DPW Director will be meeting with the LMAC sub-committee on how to best communicate to all residents about actions taken when monitoring the lake water level and reviewing procedures.
 - 9.4 **Collection Rate for the Grand List.** M. Walter shared that the collection rate for the Grand List of 10/1/16, fiscal year ending June 30, 2018 was 99.25%. This is the highest it has been in since 2007, the last time we reached 99.% collection was at the end of the fiscal year.
10. **CORRESPONDENCE:**
 - 10.1 **Letter to State Department of Education Commissioner from Lol Fearon, Interim Superintendent Regarding Waiver of the MBR Requirement for 2018/2019 Fiscal Year.** S. Everett explained every year we tackle the MBR requirement and this year Lol Fearon, Interim Superintendent has written a letter to the Commissioner, Dianna R. Wentzell at the CT. State Department of Education requesting a waiver from the MBR requirements for the 2018/2019 fiscal year

11. BUDGET:

11.1 Transfers: S. Everett MOVED to approve the following transfers totaling \$894.00.

TRANSFER #/AMOUNT	FROM A/C#, DESCRIPTION	TO A/C#, DESCRIPTION
2019 #003 / \$894.00	10-4800-900 / Contingency	10-4610-300 / General Supplies

MOTION CARRIED 5:0.

11.2 Refunds: R. Bogue MOVED to approve the following refunds totaling \$10,578.74 as per schedule.

AMOUNT	FROM	TO
1,534.68	TOWN OF COLUMBIA	MOUND SOLAR PARTNERSHIP X LLC
2,085.72	TOWN OF COLUMBIA	BLUE SKIES SOLAR 1 LLC
2,306.36	TOWN OF COLUMBIA	SPARROW HAWK SOLAR I LLC
1,579.16	TOWN OF COLUMBIA	VISIGOTH SOLAR I LLC
2,272.86	TOWN OF COLUMBIA	SOLAR INTEGRATED FUND III LLC
308.73	TOWN OF COLUMBIA	STEVEN J. BRODEUR
95.02	TOWN OF COLUMBIA	NANCY A. CLAPP
370.73	TOWN OF COLUMBIA	ACAR LEASING LTD
75.38	TOWN OF COLUMBIA	BRUCE C. CHAMBERLIN
153.10	TOWN OF COLUMBIA	BRUCE C. CHAMBERLIN
82.12	TOWN OF COLUMBIA	CHRISTINE A. CRUMLEY
285.38	TOWN OF COLUMBIA	LINDA S. FERBRACHE
100.02	TOWN OF COLUMBIA	GARY V. HARRIGAN
456.37	TOWN OF COLUMBIA	HONDA LEASE TRUST
153.98	TOWN OF COLUMBIA	ABIGAIL A. LINDSAY
271.60	TOWN OF COLUMBIA	JANICE CRYAN
224.08	TOWN OF COLUMBIA	THOMAS OR JANET URGO
151.34	TOWN OF COLUMBIA	LAURA A. ZURELL

MOTION CARRIED 5:0

12. APPROVE PAYMENT OF BILLS: R. Bogue MOVED to approve the payment of bills totaling \$58,994.13 comprised of 2018-2019 Emergency, 2018-2019 Regular, Credit Card and Paychex. MOTION CARRIED 5:0.

13. BOARD MEMBER COMMENTS: L. Napolitano would like the BOS to consider moving the Audience of Citizens section to the end of the Agenda. Discussion ensued. S. Everett MOVED to have the Audience of Citizens at the end of the BOS Meeting. MOTION CARRIED 5.0

14. EXECUTIVE SESSION:
Real estate per State Statutes Section 1-200(6)(D); Pending Litigation per State Statutes Section 1-200(6)(B); Personnel per State Statutes Section 1-200(6)(A); S. Everett MOVED to enter into Executive Session at 7:54 pm with M. Walter, Town Administrator and Peter Starkel, Fire Chief. Executive Session ended at 8:37 pm. MOTION CARRIED 5:0.

- 15. ADJOURNMENT:** S. Everett MOVED to Adjourn the meeting at 8:38 pm.
MOTION CARRIED 5:0.

Respectfully submitted by Jennifer C. LaVoie

**REGULAR MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, September 4, 2018 – 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, Selectman, Robert Bogue.

Also Present: Town Administrator, Mark Walter; Bill Dicristofaro, Financial Advisor from MML Plan Solutions.

CALL TO ORDER: S. Everett called the meeting to order at 7:16 pm.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
2. **APPROVAL OF AGENDA:** S. Everett MOVED to approve the Agenda for August 21, 2018. MOTION CARRIED 5.0.
3. **APPROVAL OF MINUTES:**
- 3.1 **BOS Regular Meeting Minutes for August 21, 2018.** W. O'Brien MOVED to approve the BOS Regular Meeting Minutes for 8/21/18. MOTION CARRIED 5:0.
4. **AUDIENCE OF CITIZENS:** Paul Kubala, 37 Lake Rd. said that the audience of citizens part of the agenda is very important and should be at both the beginning and at the end of the agenda. He stated that other boards have audience of citizens in the beginning and at the end and he felt that would be appropriate for the BOS meetings. He said that he was disappointed with what the minutes from the August 4th BOS meeting showed and stated that the minutes reflected only briefly what he said about the fireworks and missed the whole point. He re-read the meeting notes and the notes included his remarks about the smoke being heavy, but nothing about being a pollutant and almost closing Rte. 87 due to the heavy smoke. He added that the noise was terrible, but that is expected with fireworks and that the fireworks caused both air pollution and water pollution; as water pollution is a very important issue with the lake. He stated that the most important distinctions are that basically it is illegal to set off fireworks and that it is also illegal to transport fireworks into Connecticut. He added that the Board of Selectmen should have addressed this and that he did not like the Board of Selectmen's statement about living across town and not knowing anything about it. He stated that the minutes should reflect the essence of what the audience says and that it missed everything he said. He felt that the Board of Selectmen were negligent and should have done something and that the First Selectman, Chief of Police should have done something. He also added that the representative from the Lake Committee stated in the last BOS meeting that they (Columbia Lake Association) choose to do nothing about it.

Ann Dunnack, 103 Lake Rd. asked when we are treating the phragmites at the lake. S. Everett answered that we will be discussing that in the Town Administrators Report section under 9.1.

5. **OLD BUSINESS:**
 - **Discussion on The Contract Award for Lead Abatement and Painting Services at The Moor's Indian School.** S. Everett . S. Everett explained that we

were awarded a 20,000 grant from the State Historic Preservation Office (SHPO) for the restoration work and that with the grant we worked towards meeting the stipulations set by SHPO. One of the stipulations was that we go back out to bid to meet SHPO's specific requirements. The original bid received was for \$45,000, subsequent bids included pricing of up to \$192,000. Joan Hill asked what the details were on the increase. S. Everett explained that one of the issues was with prevailing wages which added to the project. Joan Hill asked if the contractor will certify that the building will be lead free. S. Everett stated yes. Paul Kubala asked if this was a Board of Selectmen meeting and stated that this is not a Town Meeting, so there should not be discussions going on with the audience. W. O'Brien stated that there is not supposed to be discussion with the audience. S. Everett responded that he was sorry, that was his mistake. S. Everett MOVED that the Town of Columbia enter into a contract for the lead abatement, painting, refurbishing windows and siding for the Moor's Indian Charity School with Rockfall Company, Inc. for \$45,665.13 and to rescind the grant offer from State Historic Preservation Office (SHPO). MOTION CARRIED 5:0.

- 5.1 Discussion of the Markel Property Appraisal.** S. Everett explained that at the last meeting we had the discussion of the Markel property appraisal and that in order to move forward we would need an updated appraisal; however, it ended in a tie, so no action was taken. R. Bogue MOVED that the BOS approve the \$3,000 for an updated appraisal of the Mark Kelly/Markel LLC Property. S. Everett, R. Hellstrom, W. O'Brien and R. Bogue were In Favor, L. Napolitano was Opposed. MOTION CARRIES 4:1.

6. NEW BUSINESS:

- 6.1 Gypsy Moth Infestation.** S. Everett explained that the DPW Director said that a lot more trees are dying due to the gypsy moths and there is a concern that with the winter storms more trees will be coming down. S. Everett added that this does not mean the DPW Director will spend the 50,000, but instead wants to be more proactive rather than reactive. R. Hellstrom said that it's a good idea to start getting rid of trees now because there will be more to come. S. Everett MOVED that the BOS set a date for a town on 10/2/18 6:45 PM meeting to appropriate \$50,000 from the general fund to set up a tree removal capital account to cover the estimated cost of tree removal due to gypsy moth infestation. MOTION CARRIED 5:0.
- 6.2 Approval to hire MML Plan Solutions as the Advisor for The Town of Columbia's 401(a) and 457(b) retirement plans.** M. Walter explained that several employees came to him regarding their retirement investments and they felt their investments were not performing at what they thought they should be. He added that as the Town Administrator it is his fiduciary responsibility to the employees to research strategies for their retirement. He has invited Bill Dicristofaro, Financial Advisor at MML Plan Solutions and Chairman of the Board of Finance in East Haddam to give a brief overview. Bill Dicristofaro explained that he has over 20 years of experience with retirement plans with most of his experience in the private sector. He noted that the private sector has more stringent standards and a number of requirements that municipalities do not. B. Dicristofaro explained that an RFP went out to evaluate other companies and then to evaluate the investments. R. Bogue asked are the assets pooled and what are the investment choices. B. Dicristofaro explained that it would be mostly mutual funds and that each individual will have their own balance and can make their own decisions. S. Everett asked M. Walter to meet with the employees before the BOS would make a motion to hire. M. Walter agreed he would meet with employee's.

6.3 Trust for Public Land Regarding Land Conservation and Community Forest. S. Everett explained that Trust for Public Land (TPL) helps municipalities, cities, or states to set aside open space by utilizing grants, donations, and different funding avenues that provide funding entirely or close to it for open space. TPL will do the leg work and then turn it over to the towns. S. Everett stated he is very comfortable with putting forth an agenda to TPL or asking them to see if we can obtain the Wells Wood property. He noted that taking the tax rolls associated with this property would cost the Town of Columbia \$6,356.68 in taxes per year. He stated that he thinks that we can cover that. In addition, he stated that it takes care of a lot of desires for open space in Columbia. S. Everett explained that initially he was not a big advocate on purchasing property; but is always striving to make the right decision for the Town. After talking with Honor Lawler, Field Representative from TPL he would like to move forward and see what they can do for the town. He noted that this request for technical advice has no financial obligation to the Town of Columbia. S. Everett asked if any of the BOS have any questions or would like to discuss this further.

L. Napolitano stated that she hikes Mono Pond and Rec Park and does not see a lot of people using Columbia's open space; however, she understands the desire to protect it. She added that we do not know the needs of the future for our private citizens; for example, we do not know if our children need housing in the future and it confines their choices if the available land is used for open space.

R. Hellstrom stated that he liked the idea of getting more information and at no cost to the Town.

S. Everett MOVED that the Town of Columbia officially request technical advice and assistance from Trust for Public Land in connection with our efforts to conserve the ±1000-acre forest block owned by multiple landowners and commonly referred to as Wells Woods in the Town of Columbia, with the understanding that any and all town funds for this project will ultimately need town voter approval. S. Everett, R. Hellstrom, W. O'Brien and R. Bogue In Favor, L. Napolitano Opposed. MOTION CARRIES 4:1.

7. COLUMBIA LAKE / DAM / BEACH: None.

8. APPOINTMENTS / RESIGNATIONS:

8.1 Resignation of Paula B. Cahalan from CONA.

8.2 Resignation of Matthew Jorgensen, Facilities Maintainer. R. Bogue MOVED to accept the resignation of Paula B. Cahalan from CONA and the resignation of Matthew Jorgensen, Facilities Maintainer. MOTION CARRIED 5:0.

9. TOWN ADMINISTRATOR REPORT:

9.1 Target Date for Invasive Species Treatment on Columbia Lake. M. Walter explained that Solitude would be applying the treatment for the Phragmites on Tuesday, September 11, 2018 and is weather dependent. He explained that Solitude will be using a hand application that sticks to the plants and can't apply this to the plants during inclement weather.

9.2 Legislative & Regulatory Updates. M. Walter stated that our focus will be on the MBR and working with CCM to help obtain a more reasonable solution.

9.3 Eversource use of drones: M. Walter explained that Eversource will now be using drones to fly over power lines instead of planes/helicopters. Eversource drone personnel will be identified by their FAA jacket.

10. CORRESPONDENCE:

10.1 Connecticut State Police Troop K Colchester Monthly Police Report. S.

Everett has asked for extra patrols. M. Walter explained that there has been a recent uptick on car invasions at night in surrounding rural towns.

10.2 Windham Region No Freeze Thank You Letter. The Town of Columbia provided a 2018 donation of \$500.00 to the Windham Region No Freeze shelter.

10.3 CTDEEP Award Notification for Volunteer Fire Assistance Grant. The Town of Columbia Volunteer Fire Department received an award for Volunteer Fire Assistance grant totaling \$2,500.00, which can be used for training, water handling equipment, communications, prevention projects, safety supplies, suppression gear and other related items.

11. BUDGET:

11.1 Transfers: S. Everett MOVED to approve the following transfers totaling \$1,200. MOTION CARRIED 5:0.

11.2 Refunds: R. Bogue MOVED to approve the following refunds totaling \$1,493.11 appraised of the schedule.

AMOUNT	FROM	TO
\$5.01	TOWN OF COLUMBIA	LISA M EASTABROOK
\$70.68	TOWN OF COLUMBIA	JENNIFER N BRIGHT
\$85.29	TOWN OF COLUMBIA	WILLIAM H BRIGHT JR
\$36.78	TOWN OF COLUMBIA	MARTIN G CHAMPAGNE
\$25.14	TOWN OF COLUMBIA	CHOWANEC WELL DRILLING LLC
\$0.76	TOWN OF COLUMBIA	CHOWANEC WELL DRILLING LLC
\$18.95	TOWN OF COLUMBIA	ZACHARY D COBB
\$33.35	TOWN OF COLUMBIA	CHRISTINE A CRUMLEY
\$19.74	TOWN OF COLUMBIA	DAVID P DOIRON
\$5.00	TOWN OF COLUMBIA	RAYMOND J FOSTER
\$98.11	TOWN OF COLUMBIA	PETER J FRANCIS
\$53.88	TOWN OF COLUMBIA	RONALD T HOLMES
\$170.00	TOWN OF COLUMBIA	HONDA LEASE TRUST
\$12.93	TOWN OF COLUMBIA	SUSAN C KANCLER
\$33.94	TOWN OF COLUMBIA	JANE M MCCOY
\$21.85	TOWN OF COLUMBIA	NICKEY I MOHAMMED
\$17.74	TOWN OF COLUMBIA	NICKEY I MOHAMMED
\$73.38	TOWN OF COLUMBIA	NICKEY I MOHAMMED
\$23.85	TOWN OF COLUMBIA	SANDRA L MOHAMMED
\$204.78	TOWN OF COLUMBIA	NISSAN INFINITI LT
\$204.78	TOWN OF COLUMBIA	NISSAN INFINITI LT
\$132.92	TOWN OF COLUMBIA	RUSSELL A POULIOT JR
\$35.41	TOWN OF COLUMBIA	JOSEPH RUCHALSKI
\$21.15	TOWN OF COLUMBIA	DARRA J STEPHENS
\$87.69	TOWN OF COLUMBIA	ROBERT A STICKEL

MOTION CARRIED 5.0

12. APPROVE PAYMENT OF BILLS: R. Bogue MOVED to approve the payment of bills totaling \$48,190.38 comprised of 2017-2018 Emergency, 2017-2018 Regular,

2018-2019 Emergency, 2018-2019 Regular, Credit Card and Paychex. MOTION CARRIED 5:0.

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 Statues Section 1-200(6)(A): S. Everett MOVED to enter into Executive Session at 8:12 pm with M. Walter. Executive Session ended at 8:17 pm. MOTION CARRIED 5:0.

15. ADJOURNMENT: S. Everett MOVED to Adjourn the meeting at 8:18 pm. MOTION CARRIED 5:0.

Respectfully submitted by Jennifer C. LaVoie

Andover Hebron and Marlborough Youth and Family Services, Inc.



ANNUAL REPORT 2017



LETTER FROM OUR EXECUTIVE DIRECTOR

Dear Friends,

This year has in no way been easy for non-profits around the state. AHM was faced with some tough financial decisions due to losses of grant funds. At the same time our communities have been hit hard by budget cuts. Many nonprofits across the state even had to close their doors. At AHM we feel very fortunate. I have the privilege of working alongside a dedicated staff, and an extraordinary board who all year have worked to ensure that these cuts have minimal impact on services for young people and families.

It is wonderful to know that AHM's donors have not forgotten about our agency and continue to support the mission of AHM and many youth and families in our four town region; for that we are grateful.

Often times, as you will see in our annual report this year, we provide services that no other agency offers in these communities. Our staff help young people from all walks of life, providing leadership opportunities, fun skill building activities and support to children when they need it most.

So this year, more than ever, AHM will **tell their stories** while ensuring anonymity of those we serve.

Sincerely,

Michelle Hamilton

Michelle Hamilton
Executive Director



over
300
elementary kids
participated in
Power of Words Jr.
since 2012!

over
2000
clients served for
Clinical Services
since 2008

over
1900
pounds of drugs
collected at
Take Back events
since 2012!

AHM Mission Statement

The mission of AHM is to: *“provide mental health and positive youth development services that assist children, young people, and their families in creating a supportive and caring environment, for them to reach their maximum potential as members of society.”*

OUR REACH

Prevention - 2436	
CHEC Coalition	14
Coffee Talks With Troopers	9
FRC Enrichment Programs	230
FRC Field Trips	235
FRC Home Visits	31
FRC KinderRHAMA Preschool	24
FRC Parent and Provider Workshops	14
FRC Play & Learn Groups	124
FRC SHARP Home Alone Program	37
Human Growth and Development Workshops	18
Lions Eye Screening	15
Outreach Events	309
Prevention Training - RHAM M.S. / H.S.	253
Project Graduation	135
Rally Awareness Group	10
RHAM Guided Imagery, Stress Reduction	70
Screenagers Movie and Discussion	778
Take Back Event	130
Intervention - 579	
Crisis Intervention	16
Individual Therapy	50
Family Therapy	69
Individual In School Counseling / Case Management - Elem.	60
Individual In School Counseling / Case Management - M.S.	48
Individual In School Counseling / Case Management - H.S.	45
Juvenile Review Board	31
Resources, Crisis and Referrals Services	260

6508 ← number of visits from Andover, Hebron, Marlborough & Columbia residents who received our services this year!

Positive Youth Development - 3493	
7th Grade Team Building	231
African Drumming Program	465
Child Development Lab Students	35
Chores / Tasks Program	81
Freshmen Orientation	260
Garden Club	7
Girl Power Camp	8
Girls' Night Out	29
Kindness Presentation	209
Lanterns Mentoring and Celebrations	177
Low Ropes Course	20
Mural Activity	16
Nature and Adventure Day	140
Peer Helpers - H.S.	17
Peer / Playground Mentors - Elem.	72
Power of Words - Jr. / M.S. / H.S.	582
Power of Words Team	45
Social Skills Classes	389
Summer Youth Theater Participants	38
Summer Youth Theater Audience	672

Individual Town Data Summaries are available upon request.

OUR IMPACT



Multi-generational programming is an intrinsic part of the **Family Resource Center** with program participants' ages spanning infants to the elderly. Participants include grandparents who attend **Play and Learn groups**, teenagers who assist in the preschool classroom, and everything in between! This past year we hosted a **“Generations” Music Together™** class for children ages Birth-5 and their “grand friends”. Participants sang, danced, and played instruments together in a program that delighted all!

- Becky Murray, AHM FRC Program Coordinator

18 ← years of FRC programs!

While serving on the AHM Board I have learned just how many services AHM has to offer to our local residents. I am really happy to know that whether a young person needs some direction from our counselors, or a child is benefiting from one of our volunteer mentors, AHM is there to help. Behind the scenes, AHM works with teens who are struggling with substance abuse issues and also provides parents the support they need in dealing with addiction. It is amazing that our small YSB does so much with so little, all the while providing much needed help including our **teen work program**, **providing help to seniors needing assistance around their homes**.

AHM enriches the lives of so many young people throughout the year including programs like **RALLY**, **Peer Helpers** or one of our other positive youth development programs.

I am so pleased to serve on the AHM Board.

- Steve Fish, AHM Vice President, Andover

I never thought that taking the Early Childhood Development class and volunteering my free time in **Kinder-RHAM-a preschool** would have such a positive impact on my future education career. I have always wanted to go into education, but I wasn't sure what age. Working with the preschoolers, I have found my passion. Throughout the 3 years of volunteering my time, I have had the pleasure of getting to know each and every child and watching them grow. I am excited to be able to impact the lives of the little ones through my career. Walking into the classroom each day, I find that my worries go away and I am less stressed. Both Mrs. H and Mrs. D do an excellent job of not only making the classroom a safe environment, but making sure each and every child is treated equally and given room to blossom.



-RHAM High School Student, Hebron

12 ← years of AHM's KinderRHAMa preschool!

I had a particularly difficult start to my high school career but thankfully got through it due to the people at AHM and the School Support Staff at RHAM High School. Ms. Perry, AHM SSS is one person who I will thank for the rest of my life for helping me grow into the strong woman I am today. I first attended **Girl Power Camp** the summer before my freshman year. The program and the staff were so generous that helped girls to learn how to deal with self-esteem and build friendships. I've also been lucky enough to be able to come back and help at GPC every summer since my freshman year, and it's taught me what it's like to be a true role model to younger girls. There is nothing more rewarding than being trusted and looked up to by those girls, because that used to be me. I went from someone who hid themselves in the hallway, to speaking on stage in front of hundreds of students about the effects of bullying during the **AHM Power of Words** program. I've learned that I really enjoy being that person who others come to when they need something. I have learned what it's like to be a kind, down-to-earth, caring person and I will forever be grateful for all that Ms. Perry has taught me.

- RHAM High School Student

695 ← number of visits in FRC programs this year!

As the primary childcare provider for my grandsons, the AHM Family Resource Center has offered a multi-faceted positive experience for our family. The facilitators of the **Play and learn Group** offer a balance of structured, developmentally appropriate activities and free play. I have witnessed young mothers and child care providers sharing the successes and struggles of childrearing, supporting each other and being supported by the facilitators. Friendships and a support network are formed. My grandson has participated in **Romp and Stomp**, enjoying the opportunity to release some of his energy during the cold winter months while developing gross motor skills. We were able to have him **screened to check on his developmental progress**.

As a retired kindergarten teacher, I see an incredible value to the programs offered by the AHM FRC. As a grandmother, mother and former educator, I appreciate and applaud the efforts of the staff of the AHM Family Resource Center

- FRC Grandparent, Marlborough

35 ← number of years Summer Youth Theater has been running!

This is the first time my daughter has participated in the **AHM Summer Youth Theater** program, and it was an amazing experience!

The **positive self-esteem and team-building skills** that were applied by Mr. Reynolds during the summer youth theater program were very apparent in my daughter's engagement in the program. My daughter made many friends that she is still in touch with today. It was a very positive, beneficial program that my daughter truly needed, following her diagnosis of Lyme disease a year earlier. Personally, she wanted to work hard and do her best, and it pushed her to get out of her current life situation of living with Lyme and back into what she loves to do: the arts, making friends and having fun...and she shined!!



As a parent of the community, thank you for such a wonderful program - AHM really makes a difference!

- SYT Parent, Columbia

AHM'S CURRENT BOARD OF DIRECTORS

Executive Board of Directors

PresidentPeter Yorio
 Vice-President.....Steven Fish
 TreasurerBrendan Shea
 Recording Secretary.....Erin Pace
 Corresponding SecretaryJoleen Yorio
 Immediate Past President...William Sudol
 Member at LargeKay Corl
 Member at LargeRobert McBair

Directors

Paulette Adams	Brenda Bula
Denise Esslinger	Kristen Kania
Denis Killeen	Robin Lane
Lori Markowski	Denise Morell
Carla Pomprowicz	Ed Skopas
Marcia Tecca	Jeanne Worthen

Youth Directors

Skylar Haines	Brendan O'Reilly
Luke Slater	

AHM'S STAFF

Administration

Executive Director Michelle Hamilton
 Director, Finance & Operations .. Nella Stelzner
 Fund Development Director Joel Rosenberg

Administrative Support

Office Manager Lisa Reeve
 Clinical Administrative Asst Katherine Graham
 Human Resource Associate Lauren Davids
 Finance Assistant Linda Fecteau
 Fundraising Associate Deborah Walls
 Evening Receptionist Diane Kane

Clinical Program

Clinical Supervisor Shane Scott
 Family Therapist Sandra Plummer
 Substance Abuse Counselor Laura Zeppieri

Student Support Services

Andover Elem School..... Cheri Rivard-Lentz
 Marlborough Elem School Michele Thorn
 Gilead Hill Elem School Theresa Hixson
 Hebron Elem School Theresa Hixson
 Horace W. Porter School Cheri Rivard-Lentz
 RHAM Middle School..... Christi Craig
 RHAM High School..... Bevin Perry

Family Resource Center

FRC Program Coordinator.....Rebecca Murray
 Mentoring Facilitator.....Laurie Larsen
 Parent Educator.....Laurie Larsen
 Preschool Teacher Cari Duigou
 Preschool Teacher Heather Holbrook

Other Programs

Prevention Services

Prevention CoordinatorBrendan Grimm

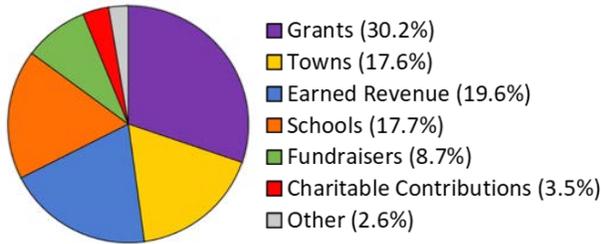
Summer Youth Theatre

Theatre Director Kyle Reynolds
 Music Director Abigail Winkler
 Assistant Music Director Mallory Kozuch
 Stage Manager..... Tory Simmons
 Costume Designer Gayla Simmons
 Production Assistant Chris Ambrose
 Lighting Designer Andrew Berardi
 Assistant Lighting Designer... Matthew Troy
 Sound Design Graham McNeil
 Jr. Rehearsal Assistant Peter Kvietkauskas
 Sr. Rehearsal Assistant..... Christopher Ambrose

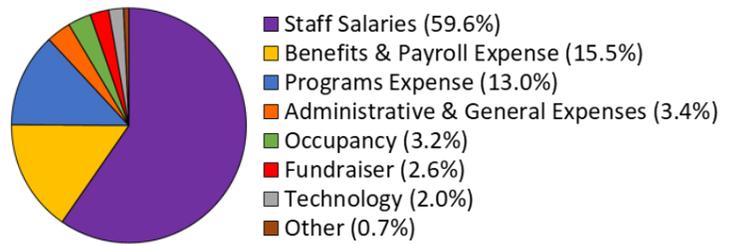
over **150** Thank you to our wonderful volunteers who help with our various committees!

2016-2017 Financial Income and Expense Budget \$1,378,105

Budget Income



Budget Expenses



Thanks to Our Supporters

At the present time, 63% of AHM's budget comes from Charitable Contributions, Grants, Earned Revenue and Fundraisers. The importance of local contributing support from individuals, businesses, civic and faith groups cannot be overstated. Thank you to all of our volunteers and donors who have supported the work and mission of AHM this past year. We couldn't have done it without you!

Did you know? Once you are age 70 1/2 you now have the option of making donations directly from an IRA under the Pension Protection Act of 2006. For more info: www.ahmyouth.org/taxfreeiradonation

Donate, volunteer and spread the word!!

Connect with Us ---- and stay on top of all that we have to offer!



AHM Youth and Family Services and AHM Family Resource Center



Follow us @ahmyouth



25 Pendleton Drive Hebron, CT 06248 (860) 228 - 9488

Visit our website and subscribe to receive upcoming program and event info! www.ahmyouth.org



New Programming:

- Peer Mentoring Program- K-4 mentees, gr. 5-8 Mentors
- Peer Mediation Program: Grades 5-8
- SHARP Program (Safe Home Alone Readiness Program – Ages 10 and up
- Peace at Home Parenting: Families with Children ages birth – 18
- Family Resource Center: For birth to age 5 and parents includes Preschool, Play and Learn and in home development screenings
- Parent Education and Family Outreach
- Life Skills Classes- Anti- bullying Pro Kindness presentation
- Narcan training
- Drug Take Back event
- Porter Supply closet
- True Colors Presentation
- Trauma and Resilience Training
- SMART Recovery – Substance Abuse support group for 16-18 year olds & Families and Friends group

ATTACHMENT A

- Elementary School Based Student Support Services
- Positive Youth Development Programs (K-12)
- Regional AHM Summer Youth Theater Program
- TASKS- Senior Citizen's Youth Work Program – MS & HS Students
- Power of Words Program (5th and 6th graders)
- Leadership Club, formerly known as Get Outside Program (K-8)
- Garden Club Program (K-8)
- AHM CHEC Coalition and Prevention Education & Activities for School
- Juvenile Review Board Services and associated resources



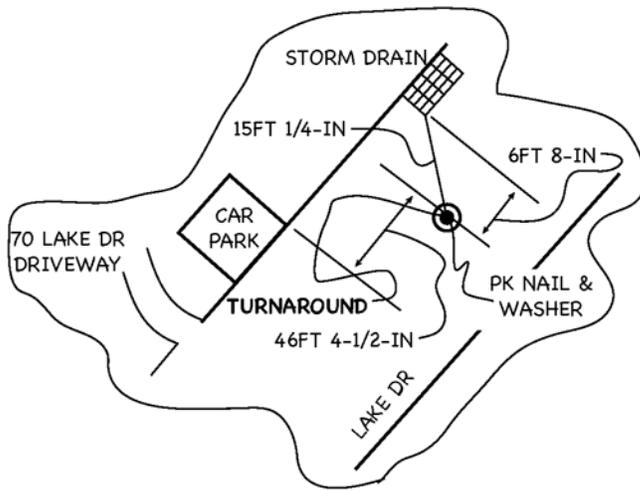
CT14020JHP

Effective 8/28/2014 to 12/31/2024

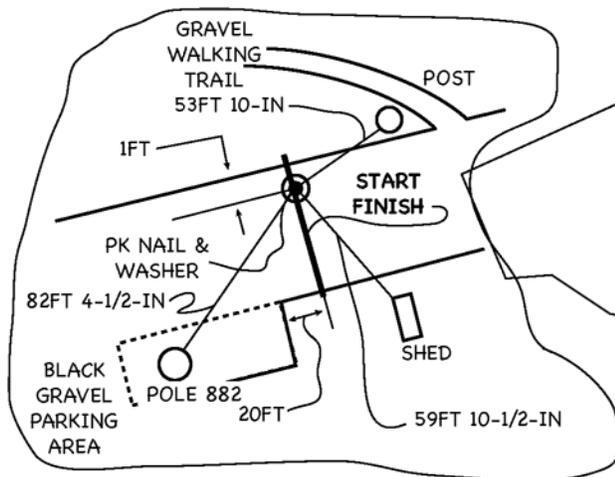
COLUMBIA LAKE



COLUMBIA AUTUMN CLASSIC 5K
COLUMBIA, CT
 MEASURED ON: 8/20/2014
 ALONG THE SHORTEST ROUTE WITHIN THE PAVED ROADWAY
 ELEVATIONS: START & FINISH 650FT; HIGHEST 650FT; LOWEST 505FT
 START-FINISH SEPARATION; 0FT (COINCIDENT)
 MEASURED BY: GUIDO BROTHERS ESCORTV SERVICE
 pvolkmar@snet.net



-THE ROUTE-
 START ON THE RECREATION AREA ACCESS ROAD SOUTH WEST OF THE SHED NEAR THE BLACK GRAVEL PARKING AREA, HEADING EAST. TURN LEFT ONTO HENNEQUIN RD. TURN LEFT ONTO LAKE RD. TURN RIGHT ONTO LAKEWOODS LN. CONTINUE ONTO SLEEPY HOLLOW RD. TURN RIGHT ONTO LAKE RD. TURN-AROUND BEFORE (NORTH EAST) OF DRIVEWAY #70 LAKE RD. AND HEAD NORTHEAST. TURN RIGHT ONTO HENNEQUIN RD. TURN RIGHT ONTO THE RECREATION AREA ACCESS ROAD AND FINISH.



-MILES-
 1. ON LAKE RD. 6FT BEFORE (EAST OF) POLE 127. BETWEEN DRIVEWAYS 35 & 33.
 2. ON LAKE RD. 45FT BEFORE (WEST OF) WEST EDGE OF DRIVEWAY 33.
 3. ON HENNEQUIN RD. 20FT BEFORE (NORTH OF) POLE 2301. BETWEEN DRIVEWAYS OF 55 & HOUSE WITH SHORT STONE WALL.

START & FINISH

COLUMBIA RECREATION AREA



MUNICIPAL TRAINING

How to Run Legal and Effective Public Meetings

Wednesday, October 3, 2018

**Columbia Town Hall
323 Route 87
Columbia, CT 06237
6:00 p.m. - 9:00 p.m.**
Check-in begins at 5:30 p.m.

FREE to CCM member municipalities
Registration Deadline: October 1, 2018

PROGRAM OVERVIEW

This workshop will help bring order to your public meetings. Learn keys to successful meetings:

- Legal requirements
- 8 Steps to motions
- Robert's Rules of Order
- Managing debate
- Practical steps to meeting management

LEARNING OBJECTIVES

Effective Meetings

- Overview of legal requirements for public meetings
- How to write an agenda
- Role of the presiding officer
- Audience of citizens
- How to properly call a meeting to order
- Conducting the meeting and managing the agenda
- Tips for maintaining order and public decorum

Robert's Rules of Order

- The easy, logical, and practical way to run a meeting
- Making motions and amendments, and how to consider actions

- Rules for Debate
- Definition of parliamentary terms

CCM PRESENTER
Duncan Forsyth, Esq.
[Halloran & Sage, LLP](#)



Duncan Forsyth represents both public and private sector clients in litigation matters primarily in the areas of environmental and land use, labor and employment, wrongful termination, contract and interference with contract litigation, wrongful denial of development permits. He regularly appears in state and federal trial and appellate courts as well as before numerous administrative agencies such as CHRO and FOIA.

WHO SHOULD ATTEND?

- First Selectmen, Mayors, Town/City Managers
- Council Members, Selectmen, Aldermen
- Board, Commission, and Committee Members
- Town/City Clerks
- Any municipal individual interested in Parliamentary Procedure



BECOME A CERTIFIED CONNECTICUT MUNICIPAL OFFICIAL!

This workshop is good for **3 credit hours of Organizational Development** that can be used towards completing your certification. For more information such as details on requirements and how to get started, please visit www.ccm-ct.org/ccmo.

THREE WAYS TO REGISTER

1. **Online:** [Click here](#) to register - Registration Deadline: October 1st
2. **Email:** ccmtraining@ccm-ct.org
3. **Phone:** CCM Training, (203) 498-3037 or (203) 498-3073

Limited seating available - please register early. Refreshments not provided.

Cancellation Policy: *This workshop may be cancelled or postponed due to insufficient enrollment, inclement weather, or other unforeseen circumstances. Registrants will be notified of any changes.*



BOARD OF EDUCATION

COLUMBIA, CONNECTICUT

The Columbia School District is a community of leaders providing rigorous programs to ensure that each student can excel as an individual

Christopher Lent, Chairman
Kathy Tolsdorf, Vice Chairperson
James Chakulski, Jr.
David Crim
Linette Dooley
Joanne Prague Doyle
Gary Littlefield
Laurence Fearon,
Interim Superintendent

September 12, 2018

Dianna R. Wentzell, Commissioner
State Department of Education
450 Columbus Boulevard
Hartford, CT, 06103

Dear Commissioner Wentzell,

The Columbia Board of Education asks that you grant a waiver from the MBR requirements for the 2018/2019 fiscal year. We base this request on the following factors:

- a) When developing the Board of Education budget for the 2018-2019 school year, the Board had anticipated a reduction in ECS funding of \$120,714. This reduction was applied to the budget as outlined in subsection (d) of section 10-262i. The Columbia municipal and education budgets were approved based on the anticipated ECS allocation. This approval occurred prior to the approval of the Connecticut State Budget.
- b) In the 2017-2018 education budget, provision was made through an additional Town appropriation of \$200,000 to cover the unanticipated tuition costs of a special education residential placement. Columbia is a small district and the impact of one substantial placement is not easily absorbed. In fact, this one placement represented an increase of 1.97% to our budget. Subsequently, the student, who was eligible for transition services, chose to graduate in December 2017. Only 50% of the allocated tuition of \$256,000 was spent. In addition, two high school students programmed for intensive special education placements did not complete their placements: one left the district, the other exited the program in August 2017. These changes resulted in a surplus of \$237,016 or 1.83% of our budget. The Board of Education factored in these 3 highly significant program changes in developing the budget for the 2018-2019 school year by removing them from our proposed budget.
- c) The 2018-2019 budget which was approved by the Board of Education and passed at the Annual Town Meeting meets all the needs identified by the administration and the Board. In fact, we added two certified staff to accommodate enrollment increases in grades Kindergarten and grade 2, initiated a new World Languages (French) Pilot at the middle school, contracted with Project Oceanology for Marine Science and revised our approach to

SRBI intervention programs by hiring a literacy coach/interventionist and a numeracy coach/interventionist. Funds from four retirements were reallocated in order to implement these changes with minimum impact to the budget. The budget that I presented and that the Board adopted is fiscally and educationally responsible and has full administrative, board and town support.

We completed the 2017/18 fiscal year with a surplus of \$279,052 that was largely the result of the unexpended Special Education funds totaling \$227,016.

The Columbia Board of Education has worked diligently to develop and sustain a strong relationship with Columbia's fiscal board (FiPAC). It is a relationship that has been built on trust, honest accounting and transparency. The Board believes that our 2018-2019 budget, as approved, continues to reflect that commitment. Our request for an MBR waiver for the 2018-2019 fiscal year is not taken lightly but rather is a reflection of our commitment to reasonable and logical budgeting.

Thank you for your consideration.

Sincerely,



Laurence Fearon, Interim Superintendent

Cc: Christopher Lent, Board of Education Chairman
Beverly Cuirylo, Town Finance Director
Mark Walter, Town Administrator
Steven Everett, First Selectman
Ernest Sharpe, FiPAC Chairman