

**REGULAR MEETING AGENDA
COLUMBIA BOARD OF SELECTMEN
Tuesday, November 21, 2017 – 7 pm
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT**

CALL TO ORDER

- 1. PLEDGE OF ALLEGIANCE**
 - 1.1 Swearing in of New Selectmen: Steven Everett, Robert Hellstrom, and Lisa Napolitano**
 - 1.2 Refreshments**
- 2. MINUTES: BOS Regular Meeting Minutes of November 14, 2017**
- 3. AUDIENCE OF CITIZENS**
- 4. OLD BUSINESS:**
 - 4.1 Discussion of RFP for treatment of phragmites at Columbia Lake**
- 5. NEW BUSINESS:**
 - 5.1 2018 BOS meeting schedule**
- 6. COLUMBIA LAKE / DAM / BEACH**
- 7. APPOINTMENTS / RESIGNATIONS:**
 - 7.1 Appointment of Board of Education Member to fill the remaining term of Lisa Napolitano**
 - 7.2 Appointment of Jennifer LaVoie as Executive Administrative Assistant**
 - 7.3 M. Ramsey request to not be reappointed to Columbia Recreation Commission**
- 8. TOWN ADMINISTRATOR REPORT:**
 - 8.1 State budget update**
- 9. CORRESPONDENCE:**
 - 9.1 Thank you letter from Carmen Vance to the Chronicle News Editor**
 - 9.2 Lisa Napolitano letter of resignation from the Board of Education**
 - 9.3 Board of Education endorsement for Gary Littefield**
- 10. BUDGET:**
 - 10.1 Transfers**
 - 10.2 Refunds: NONE**
- 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 Statues Section 1-200(6)(A);**
- 14. ADJOURNMENT**

REGULAR MEETING Minutes
COLUMBIA BOARD OF SELECTMEN
Tuesday, November 14, 2017 – 7 pm
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT

Members Present:

Also Present:

CALL TO ORDER: Carmen Vance called the meeting to order at 7:00pm.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
2. **MINUTES: BOS Regular Meeting Minutes of October 17, 2017:**
R. Bogue MOVED To approve the BOS Regular Meeting Minutes of October 17, 2017.
MOTION CARRIED 5:00
3. **AUDIENCE OF CITIZENS:** None
4. **OLD BUSINESS:**
 - 4.1 **Request for Proposal for Invasive Phragmites**
M. Walter updated the Board concerning the draft of the RFP for treatment of phragmites at Columbia Lake. The final report will be discussed at the November 21, 2017 meeting.
5. **NEW BUSINESS:** None
6. **COLUMBIA LAKE / DAM / BEACH:**
Carmen Vance MOVED to approve the four applications (noted below) for work to be done on Columbia Lake. Approval is subject to conditions set forth in the applications.
MOTION CARRIED 5:0.
 - 6.1 Application of Botticello Family LLC for repair of structure on 32 Erdoni RD
 - 6.2 Application of Tom Herzog for dock repair and replacement at 12 Erdoni RD
 - 6.3 Application of Richard Neumayer to install a boat lift at 25 Sleepy Hollow RD
 - 6.4 Application of Michael Mathews & Marcia Robbins to reface an existing dock & replace an existing sea wall at 1 Woodland Terrace 2
- 7.0 **APPOINTMENTS / RESIGNATIONS:**
 - 7.1 **Appointment of Margaret Verizzi as Dispatcher / Program Assistant at the Senior Center**
S. Everett MOVED to appoint Margaret Verizzi as Dispatcher/Program Assistant at the Senior Center. MOTION CARRIED 5:00.
 - 7.2 **Appointment of Sherry Major as per diem Van Driver**
 - 7.3 **Appointment of Robert Raiola as part time Van Driver**
Carmen Vance MOVED to hire Sherry Major as per diem van driver and Robert Raiola as part time Van Driver at the Senior Center. MOTION CARRIED 5:00.

8. TOWN ADMINISTRATOR REPORT:

- The first issue of Columbia Views is receiving good feedback.
- Both Mark and the Trooper issue alerts on face book concerning safety issues in town.
- The program that Bill Obrien arranged called Social Media Trends was excellent. Bill hopes to increase attendance of parents with more PR done next year. A suggestion was made to book the program early enough so that it can be advertised town wide in an issue of the Columbia Views. Also consult with the PTO for inclusion on their web site or face book page.
- A question is in to CIRMA concerning the liability of the town putting out traffic warning signs when power is out to major highway traffic lights.
- Mark will be requesting a meeting with Eversource representatives concerning the total breakdown of communication during the recent storm.
- The TRI BOARD meeting is scheduled for December 20, 2017 with the regularly scheduled FIPAC meeting to follow.

9. CORRESPONDENCE: None

10. BUDGET:

10.1 Transfers - NONE

10.2 Refunds:

Robert Bogue MOVED to approve total refunds of \$2,088.84.
MOTION CARRIED 5:00.

11. APPROVE PAYMENT OF BILLS: Robert Bogue moved to approve the payment of bills totaling \$140,213.49. MOTION CARRIED 5:00

12. BOARD MEMBER COMMENTS: None

13. EXECUTIVE SESSION:

13.1 Real estate per State Statutes Section 1-200(6)(D); Pending Litigation per State Statutes Section 1-200(6) (B); Personnel per State Statues Section 1-200(6) (A); Carmen Vance MOVED to adjourn to Executive Session at 7:34 with Mark Walter in attendance. Executive session ended at 8:04pm.

14. ADJOURNMENT: C. Vance MOVED to ADJOURN at 8:05pm.
The MOTION CARRIED UNANIMOUSLY 5:0. The next meeting is scheduled for Tuesday, November 21, 2017 at 7 pm.

Respectfully submitted by Millie K. Ramsey

BOARD OR COMMITTEE NAME BOS

TIME OF MEETING 7 p.m.

DAY OF WEEK MEETING HELD 1st + 3rd Tuesday of each mont.

LOCATION OF MEETING Adella G. Urban Administrative offices
Conference Room

PLEASE INSERT YOUR DATES IN THE MONTHS LISTED BELOW:

2018 Meeting Times

JANUARY 2018 2, 16	JULY 2018 3, 17
FEBRUARY 2018 6, 20	AUGUST 2018 7, 21
MARCH 2018 6, 20	SEPTEMBER 2018 4, 18
APRIL 2018 3, 17	OCTOBER 2018 2, 16
MAY 2018 1, 15	NOVEMBER 2018 6, 20
JUNE 2018 5, 19	DECEMBER 2018 4, 18
	<u>JANUARY 2019</u> 1, 15

RECEIVED _____ AT _____

ATTEST _____ TOWN CLERK/ASSISTANT TOWN CLERK

Columbia Republican Town Committee
Lisa Napolitano, Secretary
7 Hunt Rd
Columbia, Conn. 06237
Telephone: 860-234-0574
E Mail: lisa@qualitysign.us

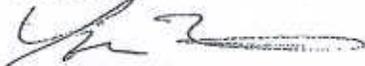
November 17, 2017

Town of Columbia
Town Clerk
323 Jonathan Trumbull Highway
Columbia, CT 06237

RE: Board of Education Endorsement

At the regular monthly meeting of the Republican Town committee, November 16, 2017, Gary Littlefield was endorsed to replace Lisa Napolitano on the Board of Education who must resign to take her position on the Board of Selectmen.

Sincerely,



Lisa Napolitano
CRTC Secretary



TOWN OF COLUMBIA

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

OFFICE OF THE TOWN ADMINISTRATOR

TO: Columbia Board of Selectmen

FROM: Mark B. Walter, Town Administrator

DATE: November 21, 2017

RE: **PERSONNEL HIRE**

RECOMMENDATION OF THE COLUMBIA TOWN ADMINISTRATOR

I recommend that the Columbia Board of Selectmen make the following personnel hire:

Name: Jennifer LaVoie **Tel #:** (860) 930-3090
Address: 533 Main St.
Coventry, Ct 06238
Position/Title: Executive Administrative Assistant **Starting Date:** November 22, 2017
Benefits: As defined by the Employee Handbook
Pay Info: \$47,500.00
Comments: Hours as defined in the Letter of Hire

Signature: _____
Mark B. Walter, Columbia Town Administrator

Date: _____

AUTHORIZATION OF THE COLUMBIA BOARD OF SELECTMEN

At its regular meeting of November 21, 2017, the Columbia Board of Selectmen voted in favor of hiring Jennifer LaVoie in accordance with the specifications listed above.

Signature: _____
Carmen L. Vance, First Selectman

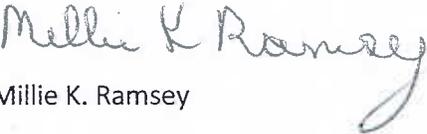
Date: _____

November 17, 2017

Dear Board of Selectmen,

It has been my pleasure to participate as a community member on the Recreation Commission. At this time my efforts need to be focused on other commitments. Please accept my resignation from the Recreation Commission effective November 22, 2017. I would like to continue as a member on the Commission on Aging.

Sincerely,

A handwritten signature in cursive script that reads "Millie K. Ramsey". The signature is written in dark ink and is positioned to the right of the typed name.

Millie K. Ramsey

Town of Columbia
 State Municipal Affairs as of 11/21/17

Grant	Received in 16/17	Adopted 17/18 - pending Governor's approval	Adopted 17/18 Budget - Based on Governor's February 2017 Proposal	Net Increase / (Decrease)
Adult Education	2,274.00	2,111.00	2,000.00	111.00
Education Cost Share (ECS)	2,552,497.00	2,397,289.00	2,561,439.00	(164,150.00)
LoCIP (1)	-	72,770.00	150,925.00	(78,155.00)
LoCIP - PY Entitlement Balance (1)	-	78,155.00	78,155.00	-
Pequot-Mohegan Grant	19,761.00	19,213.00	19,213.00	-
PILOT - State Owned Property	167.00	167.00	4,397.00	(4,230.00)
Town Aid Road	205,463.00	205,463.00	205,463.00	-
Grants for Municipal Projects	26,763.00	26,763.00	26,763.00	-
MRSF Revenue Sharing	111,276.00	-	160,179.00	(160,179.00)
Municipal Stabilization Grant	-	20,901.00	20,901.00	-
Estimated Excess Cost Grant *	285,716.00	266,653.00	300,000.00	(33,347.00)
Total	3,203,917.00	3,089,485.00	3,403,616.00	(314,131.00)
		17/18 Budgeted Teacher Pension Payment	50,000.00	(2)
		Net Decrease in Budgeted State Municipal Aid	(264,131.00)	(3)

* Statutory Grant based on current year expenditures and is subject to change.

Notes:

- (1) The Town of Columbia did not request any LoCIP funds in 2016-2017. The LoCIP Entitlement balance was carried forward to 2017-2018 and totals \$78,155 which was included in the 17/18 town budget.
- (2) The Town of Columbia anticipated that the 17/18 Teacher Pension payment would be \$50,000 and included it in the adopted budget. As of 10/27/17, the adopted state budget does not include this payment for municipalities.
- (3) The collection rate budgeted is 97.5%. Trending has been at over 98%. In the 16/17 year, the tax collector collected \$238,378 above budget for taxes and fees.

Town Administrator

From: Connecticut Council of Small Towns [bgara@ctcost.org]
Sent: Friday, November 17, 2017 5:15 PM
To: Town Administrator
Subject: Governor Cuts Municipal Aid



CONNECTICUT
COUNCIL OF SMALL TOWNS

Governor Cuts Municipal Aid by \$91 Million

Just 2 1/2 weeks after signing a long awaited budget into law, Governor Malloy has exercised his authority to make budget "adjustments necessary to achieve the lapse and savings targets identified in the budget in order to reach balance".

The final budget passed by the General Assembly includes approximately \$881.6 million in General Fund lapses, which in aggregate, requires a reduction of 4.5% of all General Fund appropriations. Included in the lapses is the \$700 million savings associated with the SEBAC 2017 deal, leaving \$181.6 million to be "held back" across the state agencies and municipal aid.

The holdbacks impact categories of spending as follows:

- Reductions to State Employee Salaries and Wages: \$422 million
- Reductions to State Employee Fringe Benefit Costs: \$277 million
- Reductions to State Operational Costs: \$25 million
- Reductions to Municipal Aid: \$91 million
- Reductions to Program Costs: \$55 million

Town by Town Impacts
Town by Town Impacts as a Percentage of Municipal Expenditures

Renters' Rebate Program

Towns on the Hook for 50%

The adopted budget shifted responsibility for issuing rebates under the Renters' Rebate Program from OPM to the towns, leaving funding "stranded" at OPM with no way of issuing the rebates. To address this concern, the legislature adopted language earlier this week which returns responsibility for administering the program to OPM.

However, this "fix" requires municipalities to bear half the cost of renters' rebates, up to \$250,000 a year. Under SB-1503, OPM can recoup 50% of the cost of issuing rebates from municipalities by withholding or reducing municipal grants. Beginning in FY 18, OPM must select at least one state grant per municipality from which to withhold up to \$250,000 per year. The amount of money withheld or reduced must be based on rebates for the most recent application period.

OPM can only opt to withhold or reduce "state financial assistance" grants, which are grants funded by an appropriation, excluding any grant or loan financed by the proceeds of state GO bonds, such as Town Aid Road or IoCIP.

Background - The Renters' Rebate Program provides rebates to older adult or totally disabled renters whose incomes do not exceed certain limits. The budget does not specify how rebates for calendar year 2016, for which OPM received applications in 2017 but has not yet issued rebates for, would be handled.

To see how much this may cost your town, view amounts paid out beginning on page 8 OPM's annual report.

State Water Plan - Comments Due Deadline - November 20, 4:00 p.m.

The state's Water Planning Council is seeking comments on a draft State Water Plan which outlines issues, challenges, and recommendations for addressing issues related to public water supplies and water resources. Developing a comprehensive State Water Plan is an important goal. However, in implementing the State Water Plan, COST is urging policymakers to ensure that the plan 1) does not impose any unfunded mandates on municipalities; 2) does not hinder efforts to nurture the growth of our state and local economies; 3) protects the availability of public water supplies to meet public health, safety and economic development needs; 4) Recognizes the limited resources available to the state and municipalities in implementing plan recommendations; and 5) identifies regulatory burdens that undermine the efforts to address water quality and quantity issues.

Talking Points - State Water Plan

COST and CCM have prepared Talking Points to assist municipalities in commenting on the State Water Plan. To submit comments and obtain additional information on the plan, please visit ct.gov/water. *If you have any questions, please email or call Betsy Gara at bgara@ctcost.org or 860-841-7350.*

State Budget Bulletin

On November 17, the State Office of Policy and Management (OPM) released a list of FY 18 state budget holdbacks and lapses. Among these are reductions to municipal aid. Below are some details.

What Are Holdbacks and Lapses?

Holdbacks are essentially cuts to amounts appropriated in the state budget. To achieve this, OPM “holds” a portion of funding when it distributes appropriations. The funding could always be released at a later time, though we do not currently anticipate that happening.

Lapses are similar, though they often refer to amounts that are appropriated but not necessarily spent. For example, expenditures for a school choice program may be lower than the appropriated amount due to actual enrollment being below projections. The difference between the two amounts would be considered a lapse.

The descriptions above are for reference only and not legal definitions. For our purposes, holdbacks and lapses related to municipal aid can be viewed as cuts.

Authorization

The adopted state budget authorizes OPM to implement \$882 million in holdbacks and lapses. These savings are built into the budget, and without them, the budget would not have been in balance. There was no indication, however, that municipal aid would be impacted to the extent it was. The only holdback in the budget directly attributable to municipal aid was \$8.5 million for the Renters’ Rebate program.

The Cuts

The majority of these reductions, \$700 million, are tied to labor savings associated with state employees. Of the remaining \$182 million, half the amount (\$91 million) represents cuts to municipal aid.

Below is a list of the municipal aid programs impacted.

Program	Appropriation	Holdbacks and Lapses	Net Appropriation	% Cut
PILOT: State-Owned Property	51,596,345	(1,289,909)	50,306,436	-2.50%
PILOT: Colleges & Hospitals	100,900,058	(2,522,501)	98,377,557	-2.50%
Property Tax Relief - Disability Exemption	374,065	(9,352)	364,713	-2.50%
Property Tax Relief - Veterans	2,777,546	(69,439)	2,708,107	-2.50%
Municipal Stabilization Grant	56,903,954	(1,422,599)	55,481,355	-2.50%
Municipal Restructuring	28,000,000	(700,000)	27,300,000	-2.50%
Housing/Homeless Services - Municipality	586,965	(11,739)	575,226	-2.00%
School Based Health Clinics	11,039,012	(420,780)	10,618,232	-3.81%
Human Res. Devel.- Hispanic Prog. - Muni.	4,120	(4,120)	-	-
Teen Pregnancy Prevention - Municipality	100,287	(2,006)	98,281	-2.00%
Vocational Agriculture	10,228,589	(255,715)	9,972,874	-2.50%
Adult Education	20,383,960	(509,599)	19,874,361	-2.50%
Health and Welfare Serv. Private Schools	3,526,579	(88,164)	3,438,415	-2.50%
ECS	1,986,183,701	(57,939,706)	1,928,243,995	-2.92%
Bilingual Education	2,848,320	(71,208)	2,777,112	-2.50%
Priority School Districts	38,103,454	(952,586)	37,150,868	-2.50%
Young Parents Program	106,159	(34,502)	71,657	-32.50%
Interdistrict Cooperation	3,050,000	(1,512,500)	1,537,500	-49.59%
School Breakfast Program	2,158,900	(53,973)	2,104,927	-2.50%
Excess Cost - Student Based	142,542,860	(3,563,572)	138,979,288	-2.50%
Youth Service Bureaus	2,598,486	(64,962)	2,533,524	-2.50%
Open Choice Program	38,090,639	(952,266)	37,138,373	-2.50%
Magnet Schools	328,058,158	(18,548,222)	309,509,936	-5.65%
After School Program	4,720,695	(118,017)	4,602,678	-2.50%

The reduction in ECS includes the aid cut associated with the Renters' Rebate program. This is reflected in the town-by-town amounts provided to you yesterday.

For Alliance Districts, we anticipate that the reductions in ECS will come from the Alliance portion of the grant, though this has not yet been confirmed. We will update members once we know for certain.

CCM will look into the possibility of getting these cuts reversed and the funding restored. Should there be any progress on these efforts or any other state budget news, we will inform members.

Please feel free to contact George Rafael at grafael@ccm-ct.org or 203-498-3063 should you have any questions.



TOWN OF COLUMBIA

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

OFFICE OF THE FIRST SELECTMAN

November 20, 2017

Kate Tchelidza
28 West High St.
East Hampton, CT 06424

Dear Kate,

Just a brief note to say "thank you" for the excellent job you have done in reporting news from Columbia. You have always acted in a courteous manner as you have sought out the facts. Your stories have been fair, accurate and well written. In all my years working in local government, you are definitely the best reporter assigned to the town, and there have been many. Please keep up the good work as you interact with the new First Selectman.

I wish you much success in your future endeavors.

Sincerely,

Carmen L. Vance
First Selectman

Cc: News Editor, Chronicle
Board of Selectmen

Carmen Vance, First Selectman

Lisa Napolitano
7 Hunt Rd.
Columbia, CT 06237

November 17, 2017

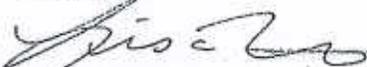
Town of Columbia
Town Clerk
323 Jonathan Trumbull Highway
Columbia, CT 06237

Re: Board of Education Member Resignation

This is my official notice that I am resigning my position as a member of the Board of Education to be seated on the Board of Selectmen. My resignation becomes effective today, November 17, 2017 at 11:30am.

The past 6 years on the Board of Education has been truly enlightening, and I will bring all that I have learned to my position as Selectman. It has truly been an honor to serve with a group of such dedicated individuals.

Sincerely,



Lisa Napolitano

CC: Laurence Fearon, Superintendent
Christopher Lent, BOE Chair

Received: November 17, 2017
At 11:35
Attest: Robin M. Keneff
Town Clerk/Assistant Town Clerk

Columbia Republican Town Committee
Lisa Napolitano, Secretary
7 Hunt Rd
Columbia, Conn. 06237
Telephone: 860-234-0574
E Mail: lisa@qualitysign.us

November 17, 2017

Town of Columbia
Town Clerk
323 Jonathan Trumbull Highway
Columbia, CT 06237

RE: Board of Education Endorsement

At the regular monthly meeting of the Republican Town committee, November 16, 2017, Gary Littlefield was endorsed to replace Lisa Napolitano on the Board of Education who must resign to take her position on the Board of Selectmen.

Sincerely,



Lisa Napolitano
CRTC Secretary

Town Administrator

From: Tom McGrath [tom.mcgrath.4873@gmail.com]
Sent: Monday, November 20, 2017 5:32 PM
To: Town Administrator; Tom McGrath
Subject: EAC, CCAG, SFMC

To: Mark Walter

Please consider this email as correspondence with you and the Board of Selectmen

Over the past 20 years I have participated on many committees in town.

I was the original Chair of what became the Recreation Commission.

I am currently the Chair of the Szegda Farm Management Committee and concurrently the Secretary of the Conservation and Agricultural Commission.

I also participated on past Charter revision committees as a representative for recreation.

As the new Board of Selectmen start to think about appointments to the various committees and commissions I would like for them to first consider the consolidation of several of those into one.

I would like to see Environmental Advisory Committee folded into the Conservation and Agriculture Commission as a subcommittee.

I would also like to see the Szegda Farm Management Committee folded into the Conservation and Agriculture as a subcommittee.

In a small town like ours with such a small group of active civic volunteers a consolidation of these committees and commissions into one single group will be the most efficient and productive use of our volunteers time.

Thank You for your consideration of this

Tom McGrath
26 Lake Ridge Drive
Columbia, CT