

**REGULAR MEETING MINUTES**  
**COLUMBIA BOARD OF SELECTMEN**  
**Tuesday, June 5, 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.

**Absent:** None

**Also Present:** Town Administrator, Mark Walter; Finance Director, Beverly Ciurylo; Ryan Linars, Greenskies; Carol Price, Tax Collector

**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 add to the Agenda under New Business: 6.3, the 2018 Neglected Cemetery Account Grant Program and under the Town Administrator's Report: 9.6, the calculation of the 2018-2019 Mill Rate if the Town did not receive any state funding. MOTION CARRIED 5.0.
3. **APPROVAL OF MINUTES:**
  - 3.1 **Approval of BOS Regular Meeting Minutes for May 15, 2018.** W. O'Brien MOVED to approve the BOS Regular Meeting Minutes for 5/15/18. MOTION CARRIED 4.0.1 with Robert Bogue abstaining.
4. **AUDIENCE OF CITIZENS:**
5. **OLD BUSINESS:**
  - 5.1 **Approval of revised Purchase Power Agreement with Greenskies for new Porter School PV Solar Array.** M. Walter invited Ryan Linars from Greenskies to present to the BOS the design amendment for the Horace W. Porter School that was provided to the BOE at their June 4<sup>th</sup> meeting. R. Linars stated that Greenskies hired a 3<sup>rd</sup> party electrical and structural firm to review the Porter School and found that the cafeteria at the school could not structurally support the solar with an extreme snow load on top; therefore, they reduced the size of the electrical system to work within the existing system. R. Linars added that the school has a roof warranty of 28-year; therefore, Greenskies has proposed a 25-year contract with the town. With the revised solar design and LED lighting offset it will provide a 74% electricity offset. R. Hellstrom asked how the roof warranty would be affected after the solar panels are taken off in 25 years. R. Linars stated that when removing and setting the solar panels the roof manufacturer will be on-site to ensure that there will be no problems. L. Napolitano asked what happens when new technology is developed and surpasses the electrical savings from solar. R. Linars stated that newer technology is very far out at this point. S. Everett MOVED to approve the revised Purchase Power Agreement with Greenskies for the new Porter School PV Solar Array. MOTION CARRIED 5.0.

- 5.2 **Update on the Moor's Indian Charity School: The State Historic Preservation Office will recommend the application for funding at their next Historic Preservation Council meeting on June 6, 2018.** M. Walter stated that the grant application was recommended for approval and we will proceed with the next steps.
- 5.3 **Update on the July 15<sup>th</sup> & August 19<sup>th</sup> Boat Tours.** M. Walter stated that the boat tours are strictly a Historical Society event and not a Town event. R. Bogue MOVED that the BOS make a statement that it is not endorsing or sponsoring the Historical Society Boat tours. The issue is tabled.
6. **NEW BUSINESS:**
- 6.1 **Revised employment application.** M. Walter stated that the revised employment application was re-written to be applicable to the law and that we have added a statement regarding a pre-employment background check. W. O'Brien MOVED to approve the revised employment application as presented. MOTION CARRIED 5.0
- 6.2 **Discussion of fireworks at Columbia Lake.** S. Everett stated that the CLA committee is advising against illegal fireworks. The DEEP will provide a letter regarding the dangers of fireworks and are strongly against it. M. Walter asked what our next step would be regarding the DEEP letter on fireworks. S. Everett stated we should do what we did last year and send out a letter from DEEP to residents.
- 6.3 **2018 Neglected Cemetery Account Grant Program and under the Town Administrator's Report.** S. Everett MOVED to approve the Town of Columbia to apply for the 2018 Neglected Cemetery Account Grant Program. MOTION CARRIED 5.0.
7. **COLUMBIA LAKE / DAM / BEACH:** None.
8. **APPOINTMENTS / RESIGNATIONS:**
- 8.1 **Resignation of Joan Hill from the Columbia Open Space Committee.**
- 8.2 **Resignation of Mary Latour as a floater for the Town of Columbia.** S. Everett MOVED to accept the resignations as proposed for Joan Hill from the Columbia Open Space Committee and Mary Latour as a floater for the Town of Columbia. MOTION CARRIED 5.0.
9. **TOWN ADMINISTRATOR REPORT:**
- 9.1 **New Lockbox system: Tax bill payment by mail.** C. Price stated that our attorney conducted a very successful tax sale on 4 properties with 20 bidders registered and \$160,000 was collected in back taxes. She stated that the Lock Box system is moving forward, and Webster bank will be testing at the end of the week. C. Price added that once the mail is received it is immediately processed and the fee has been reduced to 95 cents. This system will allow for an easier way for residents to pay their tax bill. The process will start on July 1<sup>st</sup>. M. Walter thanked both Carol Price and Beverly Ciurylo for their hard work.
- 9.2 **BOS summer schedule.** S. Everett asked if the BOS would like to cut to one meeting in July and August. The consensus was to keep the BOS meetings as scheduled and review as the summer develops.
- 9.3 **Assistance to storm damaged towns.** S. Everett stated that he asked George Murphy from DPW to look at the DPW budget and availability for 2 to 4 staff members to help some of the towns that were hard hit in the

last storm. G. Murphy reached out to several towns to ask if they needed any assistance. Those towns responded that they did not need any additional assistance but conveyed their appreciation.

- 9.4 **Greenskies analysis of possible maintenance agreement on existing 5 town solar array sites, which include the old Firehouse, new Firehouse, Transfer Station, and Public Works.** M. Walter asked Greenskies to give us an analysis on our existing solar and they said they will be working on a proposal for us. M. Walter added that we do have another proposal from another company as well.
- 9.5 **Informational packet for the June 7<sup>th</sup> Special BOS Meeting to discuss and decide upon a course of action for the invasive species weed control at Columbia Lake.** M. Walter re-stated that he supplied the BOS with the packet for the June 7<sup>th</sup> meeting.
- 9.6 **Calculation of the 2018-2019 Mill Rate if the Town did not receive any state funding.** M. Walter stated this is a report that is put together every year and inserted on the tax bills showing the mill rate impact if we don't get the funding from the state.
  
- 10. **CORRESPONDENCE:**
  - 10.1 **Mystic Carvers.** M. Walter shared an article about the Mystic Carvers that meet at the Senior Center, commemorating the Mayflower.
  - 10.2 **State Trooper's monthly police services report.**
  - 10.3 **Lake dedication ceremony to Carmen Vance in the Chronicle.**
  
- 11. **BUDGET:**
  - 11.1 Transfers: R. Bogue MOVED to approve the transfers totaling \$1,581.00.

<b>TRANSFER #/AMOUNT</b>	<b>FROM A/C#, DESCRIPTION</b>	<b>TO A/C#, DESCRIPTION</b>
10-4132-750/\$10.00	Conferences/Seminars	10-4132-720, Professional Dues
10-4440-230/\$110.00	Electricity	10-4116-230, Electricity
10-4112-120/\$20.00	Telephone	10-4117-120, Telephone
10-4420-600/\$497.00	Repairs/Maintenance	10-4420-300, General Supplies
10-4420-110/\$69.00	Postage	10-4420-630, Rental
10-4420-515/\$125.00	Contracted Services	10-4420-230, Electricity
10-4670-110/\$50.00	Postage	10-4670-770, Transportation
10,4640-110/\$50.00	Postage	10-4640-300, General Supplies
10-4112-040/\$650.00	Group Insurance	10-4112-230, Electricity

MOTION CARRIED 5.0.

- 11.2 Refunds: R. Bogue MOVED to approve the refund of \$34.69.

<b>AMOUNT</b>	<b>FROM</b>	<b>TO</b>
\$34.69	Town of Columbia	Armand Audet

MOTION CARRIED 5.0.

- 12. **APPROVE PAYMENT OF BILLS:** R. Bogue MOVED to approve the payment of bills totaling \$367,581.40.46 for 17/18 Emergency, 17/18 Regular and Bond '01 Principal & Interest, Credit Card and Paychex. MOTION CARRIED 5.0.

13. **BOARD MEMBER COMMENTS:** R. Hellstrom said that two other individuals are interested in joining the EAC. R. Hellstrom said that if anyone else is interested to please let him know. R. Bogue expressed interest. R. Hellstrom asked when the next review of the charter is. W. O'Brien said that the charter was approved in 2010. S. Everett stated we should look into it, but believes it is done every ten years.
14. **EXECUTIVE SESSION:** Real Estate per State Statutes Section 1-200(6)(D). S. Everett MOVED to enter into executive session at 8: 17 pm with M. Walter, Town Administrator and Henry Beck, Town Attorney were invited to join. Executive session ended at 8:44 pm.
15. **ADJOURNMENT:** R. Bogue left at 8:50. S. Everett MOVED to Adjourn the regular BOS meeting at 8:55 pm. The next meeting is scheduled for Tuesday, June 19, 2018 at 7:00 pm. MOTION CARRIED 5.0.

Respectfully submitted by Jennifer C. LaVoie