

MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, July 21, 2020 – 7:00 pm
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT

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

Also Present via Remote Access: Mark Walter, Town Administrator, Marc Volza, Recreation Director.

CALL TO ORDER: S. Everett called the meeting to order at 7:07 pm.

1. **MOMENT OF SILENCE:** S. Everett asked for a moment of silence.
2. **APPROVAL OF AGENDA:** S. Everett MOVED to Approve the Agenda as written. MOTION CARRIED 4.0. (R. Hellstrom was not present yet).
3. **APPROVAL OF MINUTES:**
- 3.1 **BOS Regular Meeting Minutes June 16, 2020 and BOS Special Meeting Minutes for June 25, 2020.** S. Everett MOVED to Approve the Regular BOS Meeting Minutes June 16, 2020. MOTION CARRIED 4.0. S. Everett MOVED to Approve BOS Special Meeting Minutes June 25, 2020. MOTION CARRIED 4.0.
4. **AUDIENCE OF CITIZENS:** Cathie Rowe, 27 Lake Rd. stated that people are not wearing masks at the Transfer Station. She stated that this issue is not only a concern of hers, but also the Commission on Aging (CONA). She asked if it is possible for the State Trooper to be at the Transfer Station and ask people to wear masks.

S. Everett stated that we are following the direction of the Governor's office and the Executive Order about wearing masks. S. Everett stated that the Governor has asked that people follow the Executive Order; however, he has asked that we not act heavy-handed with forcing compliance. S. Everett said he does not want to ask the State Trooper, but he will go down to the transfer station himself.

5. **OLD BUSINESS:**
- 5.1 **Charter Revision Committee Member Recommendations.** M. Walter shared the list of interested people to serve on the Charter Revision Committee. The list includes the following:
 - Judy Ortiz (D)
 - Kate Haakonsen (D)
 - Henry Beck Jr. (D)
 - Rick Nassiff (D)
 - Paul Ramsey (U)
 - Lisa Napolitano (R)
 - Kelly Peck (R)

S. Everett asked if he could be on the committee as well. M. Walter stated that three BOS members would be a quorum. It should be two members maximum or just the First Selectman. M. Walter stated he will review this with Town Council.

5.2 COVID-19 Update

- a) **Workplace & Vacation Travel Policies & Procedures during the Coronavirus Pandemic:** M. Walter explained that we put together the policy to help provide specific guidelines to help staff on the policies and procedures required for both the workplace and vacation travel during the Coronavirus pandemic. S. Everett MOVED the Town of Columbia to adopt the Workplace & Vacation Travel Policies & Procedures during the Coronavirus pandemic as written. MOTION CARRIED 5.0. (R. Hellstrom arrived to the meeting)
- b) **Beach Update:** S. Everett explained that we have received letters/feedback from residents that we should allow more people on the beach, and we have received equal feedback that people are not adhering to wearing masks and social distancing at the beach. S. Everett stated that if we don't continue the guidelines set forth by the Governor, CDC and EHHD we may have more people come down with the Coronavirus. S. Everett stated that his response to residents who want the restrictions lifted at the beach is that the Town has to take the safety of the majority over the desires of a few.

The input of the Board of Selectmen is to maintain what we are currently doing. L. Napolitano stated that she read the beach tally taken for last week and only 2 days cars were turned away. She suggested that we stay to our procedures. J. Ortiz agreed, she said she saw the numbers and stated it did not seem that a lot of people were turned away. R. Hellstrom, agreed with L. Napolitano.

M. Walter discussed the option of locking the gate at 9:00 pm because there were complaints that there has been a lot of activity at the lake after hours. M. Volza explained that on two specific nights there were 15 to 25 people. Discussion ensued about what people are doing at the beach. The consensus from the Board of Selectmen was not to close the gate and to continue to monitor what is going on at the beach and have the State Trooper patrol the beach.

Ann Dunnack, 103 Lake Rd. stated that this happens every summer and that we have the same complaints. She stated that no matter what you do, people will find a way in and suggested that the State Trooper swing by occasionally.

(S. Everett left the meeting at 7:41 pm)

- c) **Rec Park Update:** M. Walter explained that they are currently digging out the areas for the pickleball and basketball court, the playground is open, and the pavilion is open for rentals and working well. The fields are open with limited use for baseball, softball, and soccer.

6. NEW BUSINESS:

6.1 **FY 2020 Homeland Security Grant Program:** M. Walter explained that the Homeland Security Grant is \$10,000, with \$5,000 coming from Federal funds and \$5,000 is matched by the Town. W. O'Brien MOVED to Adopt the Homeland Security Grant Program as presented. MOTION CARRIED 4.0.

6.2 **Medical Car Signage:** M. Walter explained that there are three options for the medical car signage. The options were:

- “Community & Safety Driven, Columbia Ford/KIA” (presented by CONA)
- “Our Mission is Your Health, Columbia Ford/KIA” (presented by Bill O’Brien)
- “In Community with Columbia Ford/KIA” (presented by Bev Ciurylo)

R. Hellstrom MOVED to Approve “Our Mission is Your Health” MOTION CARRIED 4.0.

- 6.3 Restoration to the Notice Signpost in The Library Gardens:** M. Walter explained that originally there was a signpost that provided notices and announcements that was on the Town Green. The signpost has been rebuilt and the Historical Society wants to put the restored signpost by the library. R. Hellstrom MOVED to restore the location of the Town Signpost in the Library Gardens. MOTIONS CARRIED 4.0.
- 6.4 Garden at Public Beach Dedicated to Peter Naumec:** M. Walter stated that there will be a plaque placed at the garden in memory of Peter Naumec. M. Walter and Millie Ramsey will work to put a plaque together. R. Hellstrom MOVED to Approve the dedication of the gardens at the public beach to Peter Naumec. MOTION CARRIED 4.0.
- 6.5 Park Bench Dedication to Peter Naumec at Rec Park:** M. Walter explained that the family of Peter Naumec would like to provide a park bench dedicated to Peter Naumec at Rec Park. M. Walter and M. Volza will work with the family on the placement of the bench. The family will purchase the bench. R. Hellstrom MOVED to Approve the park bench dedicated to Peter Naumec at Rec Park. MOTION CARRIED 4.0.

7. COLUMBIA LAKE / DAM / BEACH: None.

8. APPOINTMENTS / RESIGNATIONS:

- 8.1 Appointment of Paul Ramsey to the Lake Management Advisory Committee (LMAC):** M. Walter explained that one of the goals of LMAC was to have members on the committee that did not live on the lake. W. O’Brien MOVED to Approve Paul Ramsey to the Lake Management Advisory Committee. MOTION CARRIED 4.0.
- 8.2 Appointments of Steven Harrington and Mary Roickle as Alternates to the Inland Wetlands & Watercourses Commission (IWWC):** M. Walter stated that he spoke to John Valente, IWWC chairman and LMAC and all are in favor: R. Hellstrom MOVED to Appoint Steven Harrington and Mary Roickle as Alternates to the Inland Wetlands & Watercourses Commission (IWWC). MOTION CARRIED 4.0.

9. TOWN ADMINISTRATOR REPORT:

- 9.1 2020 STEAP Grant:** M. Walter explained that the STEAP Grant is for infrastructure only with a maximum of \$128,000 with matching funds. M. Walter is proposing that we apply for the STEAP Grant for the Hunt Rd. culvert. W. O’Brien MOVED to Approve the Town Administrator to apply for the 2020 STEAP Grant. MOTION CARRIED 4.0.
- 9.2 Paving on Lake Rd. Completed:** M. Walter explained that the paving has been completed on Lake Rd.
- 9.3 Rec Park Update:** M. Walter explained that there is a change order for \$15,000 for the guardrails at Rec Park. The change order is with the same vendor. He explained that based on where the DPW Director wanted to move the parking lot we needed more guardrail. M. Walter explained that we still had money in the Rec Park budget to cover cost.

- 9.4 **Voting Box:** M. Walter explained that there is a voting box for the absentee ballots outside Town Hall.
- 9.5 **Revised State Map for Mono Pond State Park:** M. Walter shared the revised map of Mono Pond State Park.
10. **CORRESPONDENCE:**
- 10.1 **Thank You Letter Regarding Senior Center Staff.**
- 10.2 **Article's in Willimantic Chronicle**
- a) Storefronts in Columbia have been vandalized
 - b) More space to have fun at Mono Pond
 - c) Columbia to celebrate July 4 after all
 - d) Some playgrounds reopened amid outbreak
 - e) Playgrounds reopened in some towns
 - f) Welcome back to the library
11. **BUDGET:**
- 11.1 **Transfers:** R. Hellstrom MOVED to Approve Transfers totaling \$6,945.00. MOTION CARRIED 4.0.

TRANSFER#/AMOUNT	FROM A/C# DESCRIPTION	TO A/C# DESCRIPTION
2020-046/\$43.00	10-4117-120/Telephone	10-4117-230/ Electricity
2020-047/\$201.00	10-4134-130/Legal Notices	10-4134-500/Professional/Tech
2020-048/\$65.00	10-4230-550/Professional/Tech	10-4230-770/Transportation
2020-049/\$1,111.00	10-4250-010/Salaries-Van Services	10-4250-600/Repairs/Maintenance
2020-050/\$102.00	10-4260-600/Repairs/Maintenance	10-4260-230/Electricity 10-4230-770/Transportation
2020-051/\$3,520.00	10-4310-500/Professional/Tech	10-4310-811/Mach/Equip < \$5,000
2020-052/\$6.00	10-4345-500/Professional/Tech	10-4345-770/Transportation
2020-053/\$1,309.00	10-4410-515/Contracted Services	10-4410-600/Repairs/Maintenance
2020-054/\$434.00	10-4420-011/Salaries Waste Disposal OT	10-4410-600/Repairs/Maintenance
2020-055/\$154.00	10-4630-300/General Supplies	10-4360-500/Professional/Tech

11.2 **Refunds:** None

12. **APPROVE PAYMENT OF BILLS:** R. Hellstrom MOVED to Approve the Payment of Bills totaling \$487,347.27, consisting of 2019-2020 Emergency, Credit Card – 19/20, 2019-2020 Regular, 2020-2021 Emergency, 2020-2021 Regular, SBL Payment 1 of 4, Credit Card- 20/21, and Paychex. MOTION CARRIED 4.0.

13. **AUDIENCE OF CITIZENS:** No Comments.

14. **BOARD MEMBER COMMENTS:** L. Napolitano commented that there is a good article in the Wall Street Journal regarding poorly ventilated areas and its effect in regard to the Coronavirus.

15. **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).**

15.1 **Personnel:** Entered Executive Session at 8:10. R. Hellstrom MOVED to Adjourn the Executive Session at 8:27 pm. No action taken.

16. ADJOURNMENT: W. O'Brien MOVED to Adjourn the meeting at 8:08 pm.
MOTION CARRIED UNANIMOUSLY.

Respectfully submitted by Jennifer C. LaVoie