

MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, August 18, 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, Carol Price, Tax Collector.

CALL TO ORDER: S. Everett called the meeting to order at 7:00 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 3.0 (R. Hellstrom and L. Napolitano were not present).
3. **APPROVAL OF MINUTES:**
 - 3.1 **BOS Regular Meeting Minutes July 21, 2020.** S. Everett MOVED to Approve the Agenda. J. Ortiz stated that the minutes should reflect that in the Charter Revision Committee discussion the BOS felt that it might be a conflict of interest for Henry Beck to serve on that committee. M. Walter stated that the BOS had asked him to look further into this. M. Walter said that he spoke with Henry Beck, but that he was not ready to present the nominees for the committee at tonight's meeting because we do not have a full roster yet. S. Everett MOVED to Approve the BOS Regular Meeting Minutes July 21, 2020 with the amended minutes regarding the Charter Revision discussion. MOTION CARRIED 4.0 with S. Everett Abstaining. (L. Napolitano arrived at 7:05 PM).
4. **AUDIENCE OF CITIZENS:** None.
5. **OLD BUSINESS:**
 - 5.1 **Standard Guidelines for Granting Permission for The Construction and Maintenance of Structures and Shoreline on Columbia Lake.** S. Everett stated he had no problems with the new additions except for General Standards, letter Q "Special Note: Permission by the Board of Selectmen to construct a structure on or above the Town owned lake bottom shall not relieve the applicant from obtaining other required approvals and if required permits." It should read ..."and permits from IWWC and Building department if required."

L. Napolitano asked that the when listing "ft" to be consistent throughout the document.

S. Everett MOVED to Approve the Standard Guidelines for Granting Permission for The Construction and Maintenance of Structures and Shoreline on Columbia Lake with the corrections as noted. MOTION CARRIED 5.0

- 5.2 CTDOT Proposed Install of Rectangular Rapid Flashing Beacons near Airline State Park Trail on Route 87.** S. Everett stated that the State DOT recommended that a visual flashing sign can help pedestrians while using the crosswalks and that the Town will be responsible for the maintenance. J. Ortiz asked if our Charter allows us to proceed without an informational meeting for Town residents. M. Walter said that he was not aware of a requirement and that the State is only operating on their highway. W. O'Brien why are we responsible for the maintenance. M. Walter stated that if anything goes wrong, we will have to fix it. Discussion ensued. W. O'Brien MOVED to Approve the Grant. MOTION CARRIED 5.0.
- 5.3 COVID-19 Town Procedural Update.** M. Walter received the EHHD analysis there was a small spike from 27 to 29 spike because of 2 students from UCONN, with no more than 5 hospitalized and 1 death in Columbia. There is a picnic table outside the Town Administrative office for outdoor meetings. It was requested by the Building and Land Use department to use for outdoor meetings. The Town departments are open by appointment only. We no longer have door monitors to check residents in. If the Board of Selectmen know of anyone who is looking for a part-time job helping with the door monitoring, please let us know. The school took a survey to see if there was a need for a daycare for children up to 3 days a week, primarily for employees of the school. We are looking at using Yeomans Hall; however, the hall can only accommodate up to 14 children. M. Walter stated that we have new signage at the Transfer Station to remind residents to wear masks and social distance. The Town department are open by appointment only.
- 6. NEW BUSINESS:**
- 6.1 COVID-19 Donation from Columbia Ford.** S. Everett explained that Morgan Bonaiuto has been very involved with scouting and working toward her gold award and has done work with the Senior Center and she is now raising money for the food bank. She has partnered with Columbia Ford Kia in hosting a food drive in the month of August that will benefit the residents of Columbia. The food drive will run every Saturday from 11:00 Am – 4:00 PM beginning August 15th, with the last Saturday ending on September 5th from 11:00 AM – 2:00 PM. Food drive on Saturdays. Last on Sept. 5th. Columbia Ford Kia will donate a \$25 gift card to Stop & Shop for every car sold on those Saturdays.
- 6.2 Lead Highway Maintainer Job Description.** M. Walter explained that after George Murphy left and after talking to Andy Andrews and Brian Paul that the Lead Highway Maintainer position could be helpful. The promotion to this position will be in-house. The position will allow the Lead Highway Maintainer to make decisions when the DPW Director and Foreman are unavailable. This position has been awarded to the most experienced highway maintainer Kevin Gresch. W. O'Brien MOVED to Approve the job description for Lead Highway Maintainer job description. MOTION CARRIED 4.0. (R. Hellstrom was not available)
- 7. COLUMBIA LAKE / DAM / BEACH:**
- 7.1 Application to Replace Dock and Seawall for Mr. and Mrs. Baumert, 3 Webster Lane.** S. Everett explained we will not be discussing the applications because the applications did not go through LMAC yet.

- 7.2 **Application to Replace and Repair Dock and Seawall for Penny Walsh, 132D Route 87.**
- 7.3 **Discussion on Marine Patrol, Gate Monitors and Beach Gate Hours.** S. Everett explained that the Gate Monitor leaves at 8:00 and Marine Patrol is out until 9:00 and did not think it was safe. S. Everett spoke with M. Volza and they decided to change the Gate Monitor and Marine Patrol to leave together at 8:30 so that there are 2 people leaving at the same time. S. Everett MOVED to change the hours for gate guard and the marine patrol on the water to 8:30 for a two-person integrity. MOTION CARRIED 5.0. (Rob Hellstrom came back in at 7:33 pm.)

Discussion ensued about locking the beach gate at 8:30 pm due to people leaving trash on the beach and the parking lot. The consensus was to leave the gate open. M. Volza and M. Walter will look into stronger worded signs regarding leaving trash at the beach.

8. APPOINTMENTS / RESIGNATIONS:

- 8.1 **George Murphy, DPW Director Resignation.** S. Everett stated he was sorry to see both George and Bud go. He stated that we have numerous candidates for DPW director and will start taking a look at those soon.
- 8.2 **Bud Meyers, Facilities Manager Resignation.**
- 8.3 **Harold Zanetti, Part-Time Facilities Maintainer Resignation.**
- 8.4 **Sharon Zanetti, Part-Time Facilities Maintainer Appointment.**

9. TOWN ADMINISTRATOR REPORT:

- 9.1 **Cyber Resilience Review.** M. Walter stated that because of the concerns about voting through absentee balance and the systems that will be used between the State and Towns, we have passed the Cyber Resilience Review. This was achieved by working with IT and Bev Ciurylo.
- 9.2 **Town Project Updates.** M. Walter explained that the basketball and pickleball courts are ready for pavement. The outhouse at the Moor's Charity School had been moved and is now a garden shed. The old garden has been cleared and a new herb garden will be put in its place. A memorial plaque will be placed at the property to honor Samson Occom. M. Walter thanked Justin Holbrook for all his work on the garden and to the DPW crew for moving the outhouse.
- 9.3 **Swim for Soup on 8/22/20.** James Young will be swimming around Columbia Lake on 8/22/20 at 7:00 am to raise money for those in need and will donate the proceeds to the Covenant Soup Kitchen.

10. CORRESPONDENCE: None.

11. BUDGET:

11.1 Transfers. S. Everett MOVED to Approve the Transfers Totaling \$10,500 as noted here. MOTION CARRIED 5.0.

TRANSFER#/AMOUNT	FROM A/C# DESCRIPTION	TO A/C# DESCRIPTION
2020-056/\$94.00	10-4112-050/Pension	10-4112-020/Payroll Taxes
2020-057/\$1,295.00	10-4133-010/Salaries-Tax Collector	10-4130-010/Salaries-Assessment
2020-058/\$450.00	10-4250-010/Salaries-Van Services	10-4250-600/Repairs/Maintenance
2020-059/\$900.00 \$310.00 \$380.00	10-4260-010/Salaries-Senior Center	10-4260-010/Salaries-Senior Center
2020-060/\$152.00	10-4350-300/General Supplies	10-4350-010/Salaries-Lake Management
2020-061/\$3,079.00	10-4410-011/Salaries-Public Works OT	10-4410-010/Salaries-Public Works
2020-062/\$491.00	10-4420-500/Professional/Tech	10-4420-010/Salaries-Waste Disposal
2020-063/\$64.00	10-4630-300/General Supplies	10-4630-500/Professional/Tech
2020-064/\$68.00	10-4630-300/General Supplies	10-4410-600/Repairs/Maintenance
2020-065/\$3,117.00	10-4410-500/Professional/Tech	10-4410-600/Public Works Repairs/Maintenance
2021-001/\$1,229.00	10-4670-300/General Supplies	10-4420-811/Mach/Equip <\$5,000 (\$169.00) 10-4112-811/ Mach/Equip <\$5,000 (\$1,060.00)

11.2 Refunds: S. Everett MOVED to Approve Refunds totaling \$34.17 Martha A. Coughlan. MOTION CARRIED 5.0.

12. APPROVE PAYMENT OF BILLS: S. Everett MOVED to Approve the Payment of Bills totaling \$304,778.61. MOTION CARRIED 5.0.

13. AUDIENCE OF CITIZENS: S. Everett read the following from Ann Dunnack regarding LMAC rules. "The addition of the paragraph in general rules that precludes anyone with less than 50 ft. frontage very neatly and succinctly discriminates against all Right-of Way owners and users." S. Everett stated that anybody with a right of way are grandfathered in and can keep the dock.

14. BOARD MEMBER COMMENTS: No board comments.

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 Statues Section 1-200(6)(A). S. Everett MOVED to enter into Executive Session at 7:50 pm and invited Mark Walter and Carol Price to join the Executive Session. MOTION CARRIED 5.0. Executive Session ended at 8:08 PM. No motions or actions were taken.

15.1 Personnel.

15.2 Real Estate.

16. ADJOURNMENT: S. Everett Moved to Adjourn the Meeting at 7:49 PM.
MOTION CARRIED 5.0.

Respectfully submitted by Jennifer C. LaVoie