

REGULAR MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, May 19, 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; Deputy Selectman, Robert Hellstrom, Judy Ortiz, Selectman; Lisa Napolitano, Selectman.

Members Absent: William O'Brien, Selectman.

Also Present via Remote Access: Mark Walter, Town Administrator; Beverly Ciurylo, Finance Director; Marc Volza, Recreation Director, Bernadette Derring, Senior Center Director.

This is a web-based call, so we are operating under the following procedures: This session is being both video and audio-recorded. The Selectmen and staff will generally remain on mute except when speaking or voting and will generally be keeping video of themselves on throughout the meeting. There will be public comment during the Audience of Citizens and for the Lake Construction & Maintenance of Structures and shoreline on Columbia Lake. If a member of the public creates an audio or video disruption, they may be manually ejected from the meeting upon recommendation of staff or the First Selectman.

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 for all those affected by COVID.
2. **APPROVAL OF AGENDA:** S. Everett MOVED to Approve the Agenda as written. MOTION CARRIED 4.0.
3. **APPROVAL OF MINUTES:**
 - 3.1 **BOS Regular Meeting Minutes for April 21, 2020.** S Everett moved to Approve the meeting minutes for April 21, 2020. MOTION CARRIED 4.0. **BOS Regular Meeting Minutes for May 5, 2020.** S. Everett MOVED to Approve the Regular BOS Meeting Minutes for May 5, 2020. MOTION CARRIED 4.0.
4. **AUDIENCE OF CITIZENS:** *For public input before the meeting please email your comments to PublicInput@columbiact.org. For public input during the meeting, your comments can be submitted through the "Chat" feature in Zoom Meeting or wave your hand and request your mic to be un-muted. PLEASE INCLUDE IN BOTH METHODS YOUR NAME AND ADDRESS.* No Comments from the Public.
5. **OLD BUSINESS:**
 - 5.1 **Board of Selectmen Resolution Re-acceptance of the Donation Agreement between Trust for Public Land and the Town of Columbia for the Markell Property.** M. Walter explained that to comply with the Executive Order 7JJ the motion will need to be redone. Once the motion is done correctly it will then be sent to FiPAC for informational purposes only. M. Walter stated that the protection of the Wells Woods area is consistent with the 2016 Columbia plan of conservation and development and was approved at the Planning and Zoning January 13, 2020 meeting. S. Everett read the following motion and the MOTION CARRIED 4.0.

WHEREAS, the Board of Selectmen has previously recommended that the Town accept the donation by Markell Properties of that certain 100' x 100' parcel of property located

on Pine Street in accordance with a certain Donation Agreement between The Trust for Public Land and the Town of Columbia; and

WHEREAS, the Board of Selectmen will refer this proposed acceptance of such donation to the Financial Planning and Allocation Commission for informational purposes only; and

WHEREAS, the Planning and Zoning Commission has reviewed and approved the proposed acquisition under CGS 8-24 at its January 13, 2020 meeting;

WHEREAS, the Town Charter would ordinarily require a special town meeting to accept the donation of the subject property; and

WHEREAS, in light of the current Declaration of Public Health and Civil Preparedness emergencies in the State of Connecticut and executive orders issued by Governor Lamont in conjunction with such declaration the holding of a town meeting would not be prudent; and

WHEREAS, Section 4 of Executive Order 7JJ issued by Governor Lamont on May 6, 2020 permits the Board of Selectmen, upon finding that taking such action in a timely manner serves an important public interest or to avoid financial loss, to take action to acquire interests in real property without complying with the Town Charter or any statutory requirement to hold a town meeting or referendum to approve such acquisition; and

WHEREAS, the Board of Selectmen has determined that delaying the acquisition of the subject property would potentially adversely impact the associated open space transactions that have been previously approved by special town meeting.

NOW, THEREFORE, BE IT:

RESOLVED: That, pursuant to the authority granted under Section 4 of Governor Lamont's Executive Order 7JJ, the Board of Selectmen does hereby accept the donation by Markell Properties of that certain 100' x 100' parcel of property located on Pine Street in accordance with that certain Donation Agreement between The Trust for Public Land and the Town of Columbia.

Discussion ensued regarding the property. J. Ortiz asked if a recommendation from Open Space was provided. M. Walter explained that the Chairman, Ann Dunnack expressed her approval in the last BOS meeting. L. Napolitano feels it was not presented that there was a direct connection to the proposed state park and if there could be parking. She stated that the Town does not know what kind of responsibilities the town or the state will have and what will be done on this property. She stated she is not comfortable moving forward. She stated that there is just something not right about it and it's interesting timing that this is presented now without public meetings. S. Everett asked if we don't approve the motion, does it kill the deal for the Markell. M. Walter stated that Markell wants to sell every piece of the property. J. Ortiz felt there was not enough information, but probably is a good deal. R. Hellstrom stated we have options to decide what we want to do with it. If we decided to sell it to Infinity Farm, we could do that. M. Walter stated it's up to the BOS to decide to do what to do with the property.

- 5.2 Discuss plans for Town Beach and Rec Park Operation.** S. Everett asked the BOS to provide their input on the beach re-opening document that M. Volza, Recreation Director provided. L. Napolitano stated that what was outlined works and to open the beach. J. Ortiz asked how we are going to police the plan of no more than 30 people at a time and groups of 5 people. M. Volza stated that one staff member will be at the gate counting how many people are coming into the beach and determining capacity. Once capacity is reached the gate will be shut. He stated that lifeguards on duty, and that at all times there is one lifeguard that is not guarding the swimmers and they will inform

residents of the rules with social distancing, use of masks and the state guidelines for parks and beaches. Lifeguards will enforce the rules and the staff reserve the right to ask them to leave. If it escalates, the Rec Dept Director will be called to assist and if it escalates any further the State Police will be contact. M. Volza stated that the rules will be handled just like any other beach rules. J. Ortiz asked if the lifeguards feel comfortable using CPR. M. Volza explained that the lifeguards are comfortable with the appropriate procedures that have been established. M. Walter recommendations to the BOS is to consider is discounting the beach pass by \$5.00. M. Walter stated that signs will be posted at the beach explaining the rules and will be posted on the website and social media. S. Everett read the guidelines presented by M. Volza:

State Guidelines for Beaches currently require the following

- Limit capacity to 50%.
- 15 feet between blankets/groups of people.
- No sports/activities.
- No groups larger than 5, groups should be from the same living unit.
- Masks are required when social distancing is not possible.

Columbia Lake Procedure

- Residents will purchase beach passes using the regular process and beach pass system. Passes will go on sale May 20th.
- Memorial Day weekend and the last weekend of May we will use staff to limit the capacity of the beach to 30 people at a time and enforce social distancing by residents. (swimming will be at your own risk)
- Beginning June 6th, we will begin staffing the beach with lifeguards, checking for beach passes, while still limiting the beach capacity and enforcing social distancing.
- The Murphy House bathrooms will remain closed, 2 portables have been rented along with a sanitizing unit.
- We will not be selling concessions this year due to Covid-19.
- The floating dock will remain beached this year due to social distancing issues it will cause.
- Using beach markers to mark 15ft between groups.

S. Everett MOVED to accept the rules and guidance as written by the Rec Director. MOTION CARRIED 4.0.

S. Everett stated that Rec Park remains open with appropriate social distancing and wearing masks. The Playscape will remain closed.

- 5.3 Municipal departments operations in light of COVID-19 re-entry.** B. Derring stated that she has talked with other Senior Center Directors around the state and no one has been opening their Senior Centers. She stated that there is a need for the transportation program, and they will be installing plexiglass in the van to protect the drivers and will disinfect the vehicle often. She felt that she would like to see how things go tomorrow with the re-opening of the state and over the over the next weeks before deciding to open the senior center. She is looking at opening mid to late June. S. Everett stated that they recently received the Libraries plan on re-opening and will be reviewing. M. Walter stated town departments are handling residents needs through various means, such as through our website, mail, email, and phone. M. Walter stated that at this moment in time

town department will not open to the public until June 20th. M. Walter stated that at each BOS meeting we will reevaluate openings and procedures.

6. NEW BUSINESS:

6.1 Discussion of 4th of July Parade. S. Everett stated he was contacted by Steve Piro, President of the Lions Club to discuss the 4th of July parade and asked if Steve could address the BOS. S. Piro stated that the board of directors of the Lions Club met last night and they concluded that they would be cancelling the parade. He said that the board was felt it was not something they felt comfortable going forward with. S. Piro stated that maybe the Lions Club could do some sort of other event later on for the town.

7. COLUMBIA LAKE / DAM / BEACH.

7.1 Proposed amended and restated Guidelines for Granting Permission for the Construction and Maintenance of Structures and Shoreline on Columbia Lake. S. Everett explained that after extensive meetings with LMAC the regarding the amended guidelines and that what is presented tonight is the amended and restated guidelines for the BOS to consider and approve. L Napolitano asked if this document had gone out to people living around the lake. Henry Beck, LMAC member stated that the document has been available at several BOS meetings and at the Columbia Lake Associations (CLA) meetings. H. Beck stated that at the CLA meetings it was discussed favorably. In addition, CLA newsletters included information on the guidelines. R. Hellstrom stated he likes what he has seen in the document and the changes that were made. J. Ortiz did not have any questions. S. Everett stated he wants the BOS to be comfortable with the new guidelines and asked the BOS if they would feel more comfortable giving two more weeks additional time to review. H. Beck stated that we do have some time, but it should be fair so that people can have more time to plan. He added that the only things that are new in the guidelines are in respect to boat lifts and what is grandfathered and what is not. H. Beck stated that most everything else is tightening of definitions and re-organizing and updating the application. S. Everett asked that the BOS review the guidelines and get your questions to the town administrator and they BOS will vote on it in two weeks. For public comment residents can send their comments to PublicInput@columbiact.org

7.2 Public Comment Specific to Guidelines. M. Roickle recommends sending the documents to the CLA for their comments as well.

8. APPOINTMENTS / RESIGNATIONS: None.

9. TOWN ADMINISTRATOR REPORT:

9.1 Workers Compensation Premium. M. Walter stated that the Town has a 0% increase in Liability and Property and the Workers Compensation premium is at 3% Workers because the town's safety record.

9.2 Public Works & Volunteer Gardeners. M. Walter thanked our volunteer gardeners, specifically Ingrid Wood, Millie Ramsey, and Joan Hill and how well the volunteer and Public Works departments have been working together.

10. CORRESPONDENCE:

10.1 Emergency Management Director's Update.

10.2 State Police Monthly Report for April.

10.3 Resources for Re-Opening.

11. BUDGET:

11.1 Transfers. S. Everett MOVED to Approve Transfers totaling \$2,781.00.

TRANSFER#/AMOUNT	FROM A/C# DESCRIPTION	TO A/C# DESCRIPTION
2020-030/\$1,000.00	10-4420- 500/Professional /Tech	10-44420-300/General Supplies
2020-031/\$1,500	10-4440-230/Electricity	10-4112-230/Electricity
2020-032/\$8,000.00	10-4660-230/Electricity	10-4670-120/ Telephone/Communication
2020-033/\$111.00	10-4260-230/Electricity	10-4260-120/ Telephone/Communication

MOTION CARRIED 4.0.

11.2 Refunds: S. Everett MOVED to Approve Refunds totaling \$6,045.00.

AMOUNT	FROM	TO
\$6,045.00	TOWN OF COLUMBIA	Steven S. Adil

MOTION CARRIED 4.0.

12. APPROVE PAYMENT OF BILLS: S. Everett MOVED to Approve payment of bills totaling \$221,225.72 consisting of 2019-2020 Emergency, 2019-2020 Regular, Bond '01 payment, Credit Card, and Paychex. MOTION CARRIED 4.0.

13. AUDIENCE OF CITIZENS: M. Walter provided a summary of an email that came from Jeff Morrison, 14 Columbia Landing stating that the town should keep Columbia beach and rec park open with no lifeguards and swim at your own risk. Michele Barton commented that she felt 30 people at the beach is an unrealistic number and is confident most people will be turned away. She was concerned about paying for a family beach pass and then being turned away and felt that was unfair. She asked if the BOS would reconsider the fees for the beach pass. S. Everett explained that we are following the state and DEEP guidelines on social distancing. He stated that he will work with the Rec Director about the social guideline rules as well as the cost for beach passes. A question was asked regarding overhead costs and how did the Town come up with the measurements of up to 30 people. M. Volza responded that there has to be some sort of staffing to make sure that the capacity limit at the beach is being monitored and the porta-potties are being cleaned and disinfected. M. Volza stated that determined the number of people at the beach by using a GSI map of the beach and they hand measured the beach by breaking it into 15- ft increments. S. Everett stated that he appreciated the comments and questions from residents and will look into the issue of beach pass pricing and the amount of people who can be at the beach safely, while adhering to the State and DEEP guidance rules.

14. BOARD MEMBER COMMENTS: J. Ortiz asked if the BOS could be contacted weekly between Board meetings to keep them informed on what is going on at the beach and in the town. M. Walter stated he will send a summary weekly. L. Napolitano stated that she walks on the trails and people are respectful. R. Hellstrom stated he is impressed with the Towns people and that they have been doing the right thing. He is hopeful this will be the same at the beach. M. Walter stated that S. Everett has the authority over things that are not managed by the Health District.

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).

16. ADJOURNMENT: S. Everett MOVED to Adjourn the Meeting at 8:15. MOTION CARRIED UNANIMOUSLY.

REGULAR MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, April 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; Lisa Napolitano, Selectman; William O'Brien, Selectman.

Also Present via Remote Access: Mark Walter, Town Administrator; Beverly Ciurylo, Finance Director; Carol Price, Tax Collector, Marc Volza, Recreation Director, Mary Lavallee, Assessor.

CALL TO ORDER: S. Everett Called the Meeting to Order at 7:00 PM

1. **PLEDGE OF ALLEGIANCE:** S. Everett asked for a moment of reflection.
2. **APPROVAL OF AGENDA:** S. Everett **MOVED** to add to the Agenda the following:
 - o 5.3 Reverse the MOTION approved by BOS on March 31, 2020 whereas a town meeting was approved to be held on a date to be determined concerning the appropriation from the General Fund of \$300,000 to the Capital Reserve Fund in order to complete the purchase of a Rescue Truck replacement for the Columbia Volunteer Fire Department (CVFD).
 - o 5.4 Board of Selectman recommend appropriation of \$175,000 from the General Fund to Account # 20-6403-006 CVFD Capital Projects as a capital contribution to be applied toward the purchase of a Rescue truck.
 - o 6.2 Award Contract for 2021 Revaluation Services for the Town of Columbia.

MOTION CARRIED 4.0 (R. Hellstrom had not arrived yet)

3. **APPROVAL OF MINUTES:**
 - 3.1 **BOS Meeting Minutes for April 7, 2020.** S. Everett **MOVED** to Approve the Minutes from April 7, 2020. MOTION CARRIED 4.0 (R. Hellstrom had not arrived yet).
4. **AUDIENCE OF CITIZENS:** *For public input before the meeting please email your comments to PublicInput@columbiact.org. For public input during the meeting, your comments can be submitted through the "Chat" feature in Zoom Meeting. PLEASE INCLUDE IN BOTH METHODS YOUR NAME AND ADDRESS.* No Comments from the Audience.
5. **OLD BUSINESS:**
 - 5.1 **Discussion and Possible Vote to Authorize the Funding for a Medical Car Lease to be Paid in the 2020 FY Budget.** M. Walter explained that they would hold the contract from Columbia Ford once we get FiPAC Approval. S. Everett explained we are just waiting until we get through COVID-19 and the budget before we move forward.
 - 5.2 **Discussion and voting on possible changes to recommend to FiPAC on FY 2020-2021 budget.** S. Everett explained that the BOS will not move forward until FiPAC gives them directions to make changes or reductions to the budget.

- 5.3 **Reverse the MOTION approved by BOS on March 31, 2020 whereas a town meeting was approved to be held on a date to be determined concerning the appropriation from the General Fund of \$300,000 to the Capital Reserve Fund in order to complete the purchase of a Rescue Truck replacement for the Columbia Volunteer Fire Department (CVFD).**

S. Everett MOVED to Rescind the MOTION to set a Town Meeting to approve a General Fund appropriation of \$300,000 to the Capital Reserve Fund in order to complete the purchase of a Rescue Truck replacement for the Columbia Volunteer Fire Department.

WHEREAS, the Board of Selectmen had previously called a Town Meeting to act upon the proposed appropriation of \$300,000 from the General Fund to be applied to the purchase of a Rescue Truck replacement for the Columbia Volunteer Fire Department more particularly described below; and

WHEREAS, in light of the current Declaration of Public Health and Civil Preparedness emergencies in the State of Connecticut and executive orders issued by Governor Lamont in conjunction with such declaration the holding of a town meeting would not be prudent; and

WHEREAS, Section 7 of Executive Order 7S issued by Governor Lamont on April 1, 2020 permits the Board of Selectmen and the Financial Planning and Allocation Committee, by the majority vote of each such body, to authorize an appropriation in an amount less than one percent (1%) of the Town's current total municipal budget without complying with the Town Charter or any statutory requirement to hold a town meeting or referendum to approve such appropriation; and

WHEREAS, the Board of Selectmen have determined that the appropriation of the funds to be applied to the Rescue Truck replacement for the Columbia Volunteer Fire Department is in the best interest of the Town,

NOW THEREFORE, BE IT

RESOLVED: That the Town shall appropriate the sum of \$175,000 from the General Fund to Account # 20-6403-006 CVFD Capital Projects as a capital contribution to be applied toward the purchase of a Rescue Truck replacement for the Columbia Volunteer Fire Department.

MOTION CARRIED 5.0.

- 5.4 **Board of Selectman recommend appropriation of \$175,000 from the General Fund to Account # 20-6403-006 CVFD Capital Projects as a capital contribution to be applied toward the purchase of a Rescue truck.**

6. **NEW BUSINESS:**

- 6.1 **BOS Resolution to Participate in the Deferment Program for all Taxpayers, Businesses, Nonprofits and Residents in the Town of Columbia.** S. Everett explained that the Deferment Program includes a 90-day deferment or a second option of 3 months at 3% for delinquent taxes. C. Price explained it defers the last day to pay to August 1st. She stated that the State is giving us the last day to pay by October 1st with no penalty. S. Everett MOVED that the Columbia Board of Selectmen does hereby elect to participate in the Deferment Program for all

taxpayers, businesses, nonprofits and residents in the Town of Columbia as described in Section 6(a), as well as eligible landlords as described in Section 6(c), of Executive Order No. 7S issued by Gov. Ned Lamont on April 1, 2020, as modified by Section 1(b) of Executive Order 7W issued by Gov. Ned Lamont on April 9, 2020, and any supplemental guidance or documentation issued in conjunction therewith by the Secretary of the Office of Policy and Management. MOTION CARRIED 5.0.

6.2 Award Contract for 2021 Revaluation Services for the Town of Columbia.

S. Everett stated the bids came in as projected and a total of three bids came in from eQuality, Tyler, and Vision. M. Lavallee explained that eQuality is our choice because eQuality most closely agreed to our stipulations for the contract. We will be using their software and their staff and service. Another important point to be considered is that the sister company of eQuality is Quality Data Service which has provided our assessors administration and billing on the tax side for decades. Their staff is without question the best in the business. the S. Everett MOVED to Approve the Contract with eQualtiy. MOTION CARRIED 5.0.

6.3 Discussion and Approval to Request a Traffic Study – Rte. 66 at West Street and Hunt Rd. from the Department of Transportation.

S. Everett explained that the residents have asked the local traffic authority to get another traffic study. He explained the last traffic survey done in 2015 and it did not warrant traffic lights at that intersection. Discussion ensued about concerns and there should be some push to make it safer. S. Everett stated he would like to meet with the State when they come out to take the study. The BOS overwhelming approved a request for a traffic study.

7. COLUMBIA LAKE / DAM / BEACH.

7.1 Discussion and Possible Vote Regarding a Policy to Protect Residents While Using the Town Beach in Light of COVID-19 and Distancing Requirements.

S. Everett was looking for input from the BOS on the plan the Recreation Director provided. W. O'Brien thought it might be too soon to make a plan. J. Ortiz asked what other towns are doing. S. Everett explained that southern part of the state has been shut down. L. Napolitano said to hold off and look toward a Memorial Day date and go from there. R. Hellstrom stated that we may need to wait a little bit and delay opening. S. Everett stated we will put this issue back on the agenda before opening of the beach.

8. APPOINTMENTS / RESIGNATIONS.

8.1 Appointment of the 2020 Marine Patrol Staff: S. Everett MOVED to Appoint the following personnel to the 2020 Marine Patrol Staff. MOTION Carried 5.0.

- Nicole Morey
- Luke Stover
- Maizey Mabry Smith
- Sharon Smith
- David Evans
- Michael Franchi
- Eleanor Duva
- Alysha Drabek
- James Drabek
- George Lewandoski
- Tom Griffith

9. TOWN ADMINISTRATOR REPORT:

9.1 Update Emergency Management Report. M. Walter explained we have been on constant conference calls with multiple entities such as the Eastern Highland Health District and Department of Emergency Management and lot of great information is being provided which allows him to move this information to the department heads. M. Walter shared the Emergency Management Directors update.

10. CORRESPONDENCE:

10.1 Chronicle Articles on “Pandemic Distraction” and “Mansfield extends tax grace period.”

11. BUDGET:

11.1 Transfers: S. Everett MOVED to Authorize the Transfer of \$1,670.00 from Commercial Insurance to Telephone to cover the overbudgeted cost of telephone service at Town Hall. The transfer includes covering the current overspending of \$14.32 as well as an estimate for covering telephone costs to the end of the fiscal year.

TRANSFER#/AMOUNT	FROM A/C# DESCRIPTION	TO A/C# DESCRIPTION
2020-027 / \$1,670.00	10-4112-460 Commercial Insurance	10-4112-120 Telephone

MOTION CARRIED 5.0.

11.2 Refunds: S. Everett MOVED to pay 130.72 to Hyundai Lease Titling Trust. MOTION CARRIED 5.0.

12. APPROVE PAYMENT OF BILLS: S. Everett MOVED to Approve the Payment of Bills Totaling \$52,059.72 consisting of 2019-2020 Emergency, 2019-2020 Regular, Credit Card and Paychex. MOTION CARRIED 5.0.

13. AUDIENCE OF CITIZENS: No comments.

14. BOARD MEMBER COMMENTS: No 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 Statutes Section 1-200(6)(A).

16. ADJOURNMENT: S. Everett MOVED to Adjourn the meeting at 7:53 pm.

Respectfully submitted by Jennifer C. LaVoie

REGULAR MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, May 5, 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; Judy Ortiz, Selectman; Lisa Napolitano, Selectman; William O'Brien; Selectman.

Robert Hellstrom, Deputy Selectman arrived at 7:10 PM

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

CALL TO ORDER: S. Everett Called the Meeting to Order at 7:00 PM

1. **PLEDGE OF ALLEGIANCE:** S. Everett asked for a moment of reflection.
2. **APPROVAL OF AGENDA:** S. Everett MOVED to add to the Agenda 7.1, to Authorize the Town Administrator to assign Moorings and Boat Slips for 2020. And 7.2, to authorize the Rec Director in communication with the Town Administrator and First Selectman and the Board of Selectmen the ability to modify ways of operating the Town Beach in light of changing needs while COVID-19 is Active. MOTION DENIED. 2.2. S. Everett and L. Napolitano Voted Yes. W. O'Brien and J. Ortiz Voted No.
3. **APPROVAL OF MINUTES:**
 - 3.1 **BOS Special Meeting Minutes for April 28, 2020.** L. Napolitano stated that the BOS did not approve the April 21, 2020 meeting minutes. S. Everett asked J. LaVoie to review the last agenda to double check. J. Ortiz requested that under section 6.1 - *Discussion and vote to support Solar Farm Application* to include that both Planning and Zoning and the neighbors will be notified of the solar installation on Walt Tabor's property on Route 87.
4. **AUDIENCE OF CITIZENS:** S. Everett asked if any Audience of Citizens would like to speak. No one spoke.
5. **OLD BUSINESS:**
 - 5.1 **Proposed Fiscal Year 2020-2021 Annual Town Budget as of April 30, 2020.** M. Walter stated that the document provided for the FY 2020-2021 Annual Town Budget was provided to the BOS for their reference and no discussion was needed.
6. **NEW BUSINESS:**
 - 6.1 **Approval of the Tax Collector's Suspense List. Suspension list is being submitted for approval.** S. Everett explained that in accordance with Connecticut General Statute 12-165 the suspense list is being submitted for approval. The accounts listed are removed from consideration as assets for the Town of Columbia. This keeps the collectible reporting as accurate as possible. These taxes are not abated, and we do collect accounts on the suspense list each year. The delinquent motor vehicles will remain blocked at DMV and will need to be paid before they receive clearance to register a vehicle. S. Everett MOVED to Approve the Tax Collector's Suspense List as presented. Motion Carried 5.0

- 6.2 **Donation Agreement between Trust for Public Land and The Town of Columbia for the Markell Property.** S. Everett explained that there is a donation to the Town of a small piece of land that is part of the Markell Property.

M. Walter explained that the piece of property is on Pine St. and it is located at the back of the Markell property. The Charter requires that a town gift must be accepted by a Town Meeting, but since we cannot have a Town Meeting due to COVID-19 presenting this to the BOS is the first step, then it will go to Planning and Zoning and then FiPAC for a cursory review. M. Walter explained that there is a request to the Governor to allow an Executive Order to accept this type of procedure. M. Walter explained that this executive order is anticipated to be coming out soon. Discussion ensued over the location of the property, any costs associated with accepting the donation, the possible uses to the town, possible safety issues of having parking on a busy road, and is there a downside in accepting this donation.

S. Everett made the following MOTION, Resolved: that the Board of Selectmen does hereby recommend that the Town accept the donation by Markell Properties of that certain 100' x 100' parcel of property located on Pine Street in accordance with that certain Donation Agreement between The Trust for Public Land and the Town of Columbia.

Resolved: that the proposed acceptance of such donation be referred to the Financial Planning and Allocation Committee for its review prior to acceptance thereof and to the Planning and Zoning Commission for its review under CGS 8-24. MOTION CARRIED 3.0.2 with S. Everett, L. Napolitano and R. Hellstrom voting Yes. J. Ortiz and W. O'Brien abstaining.

7. **COLUMBIA LAKE / DAM / BEACH.** None.

8. **APPOINTMENTS / RESIGNATIONS:**

- 8.1 **Appointment of Heather Pekarovic for the Recreation Commission.** M. Walter explained that Heather will be replacing Brian Pedersen's position. S. Everett MOVE to Appoint Heather Pekarovic to the Recreation Commission to start immediately, May 5, 2020 with term to expire 11/27/23. MOTION CARRIED 5.0.

9. **TOWN ADMINISTRATOR REPORT:**

- 9.1 **Update Emergency Management Report.** M. Walter explained that we have been very busy with COVID19 operations. He explained that we have been distributing meals to our seniors and have had a lot of volunteers helping deliver the meals and added that Marc Volza has provided a lot of help in delivering the meals. Donations have been coming in to help and we recently received a very generous donation of \$5,000 from a resident. These donations are used to purchase debit cards that residents can use for their specific needs. We have picked up and distributed personal protection equipment (PPE) to town departments. Some town business' have requested the PPE and Jerry James, the Emergency Management Director and his wife have distributed the PPE's to the businesses. M. Walter explained that it has been a challenge at the Transfer Station with residents not wearing masks. We will be putting up another sign tomorrow at the Transfer Station asking residents to wear masks. M. Walter explained that Bud Meyer's has been putting together shields to protect employees in the town departments and the library in anticipation of town

departments opening. M. Walter stated that there are two eagle chicks in the nest at the lake. M. Walter explained that the lake is 5-inches over the spillway, and we are be addressing it.

10. CORRESPONDENCE:

10.1 Beach and Transfer Station Mailer

10.2 FY 20/21 Budget Mailer. L. Napolitano suggested that we included in the mailer details on what the general fund balance is. M. Walter said that we could put this in the upcoming Public Hearing presentation.

10.3 May 2020 Town Administrator Newsletter

11. BUDGET:

11.1 Transfers: S. Everett MOVED to authorize \$618.00 from General Supplies, Professional Improvement and Conferences/Seminars to Postage. MOTION CARRIED 5.0. S. Everett MOVED to Authorize \$1,000 from Salaries DPW overtime to Transfer Station overtime. MOTION CARRIED 5.0.

TRANSFER#/AMOUNT	FROM A/C# DESCRIPTION	TO A/C# DESCRIPTION
2020-028 / \$618.00	10-4800-300 General Supplies – \$160.00 10-4133-710 Professional Improvement - \$400.00 10-4133-750 Conferences/Seminars - \$58.00	10-4133-110 Postage
2020-029 / \$1,000.00	10-4410-011 Salaries DPW OT	10-4420-011 Transfer Station OT

11.2 Refunds: None

12. APPROVE PAYMENT OF BILLS: S. Everett MOVED to Authorize the Payment of bills totaling \$32,796.78 consisting of 2019-2020 Emergency, 2019-2020 Regular, Credit Card and Paychex. MOTION CARRIED 5.0.

13. AUDIENCE OF CITIZENS: Ann Dunnack, 103 Lake Rd. stated that the piece of property at Markell will be very important as an alternate entrance to the state park and that this will allow for parking for a couple of cars. She added that the only other parking is on Hunt Rd. and Oberlander has no parking. She feels that this property is very important.

14. BOARD MEMBER COMMENTS: J. Ortiz stated that she felt the added agenda items were very important, but she would like more information before the meeting.

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). None.

16. ADJOURNMENT: S. Everett MOVED to Adjourn the meeting at 7:35 pm. MOTION CARRIED 5.0.

Respectfully Submitted by Jennifer C. LaVoie

DONATION AGREEMENT

THIS DONATION AGREEMENT (this “Agreement”) is made as of this 29th day of April, 2020 (the “Effective Date”), by and between **THE TRUST FOR PUBLIC LAND**, a not-for-profit California public benefit corporation, with a mailing address of 3 Shipman Place, Montpelier, VT 05602, Attn: JT Horn (together with its successors and assigns, “TPL”) and **THE TOWN OF COLUMBIA**, a municipal corporation with a mailing address of 323 Route 87, Columbia, CT 06237, and (together with its successors, “Town”).

RECITALS

WHEREAS, TPL is a party to that certain Option Agreement by and between Markell Properties, a partnership organized under the laws of Connecticut (“Markell Properties”), as Optionor, and TPL, as Optionee, dated as of May 14, 2019 relating to certain interests in property owned by Markell Properties in Columbia and Lebanon, Connecticut, including a 100 x 100 foot parcel of land located in Columbia, Tolland County, Connecticut (the “Access Parcel”); and

WHEREAS, in the Option Agreement Markell Properties have agreed to donate said Access Parcel; and

WHEREAS, TPL has the right to direct the donation of the Access Parcel; and

WHEREAS, the Town is willing to accept said donation and currently intends to use said Access Parcel to support the Mono Pond State Park project that TPL is working to expand through the acquisition of other land from Markell Properties; and

WHEREAS, subject to the terms of this Agreement, TPL wishes to direct the donation of the Access Parcel to the Town of Columbia.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual agreements contained herein, the parties hereby agree as follows:

1. **Donative Intent.** Markell Properties have agreed to donate and convey the Access Parcel to TPL for no consideration, and TPL has agreed to accept the Donated Land and under the Option Agreement has the right to direct the conveyance of the Access Parcel to the Town of Columbia.
2. **Use of Donated Land.** Upon Markell Properties conveyance of the Access Parcel to the Town of Columbia, the Town shall have all of the rights of ownership with respect to the Access Parcel. Without limiting the generality of the preceding sentence, TPL acknowledges and agrees that the Town shall have the right to develop, sell and convey the Access Parcel subject to appropriate municipal and State approvals.
3. **Title and Deed.** The Access Parcel is to be conveyed by Markell Properties by means of a special warranty deed (the “Deed”), free and clear of any monetary liens and/or encumbrances other than statutory liens for nondelinquent real property taxes and/or governmental

assessments attributable solely to the period following the Closing Date (as defined in Section 5 herein), but subject to (i) all applicable laws, (ii) all matters of record, and (iii) any matters that would be disclosed by a physical inspection of the Access Parcels.

4. **Time of Closing.** Delivery of the Deed and the performance of all other obligations hereunder (collectively, the “Closing”) shall occur at a mutually agreeable date and time as the parties shall determine.

5. **Termination.** This donation is contingent upon TPL acquiring and conserving the Markell Properties other property in Columbia and Lebanon, Connecticut.

6. **Town’s Diligence.** TPL has provided the Town with title report for the Access Parcel. The Town has reviewed such due diligence and is satisfied with such due diligence.

7. **As-Is, Where-Is Condition.** Provided that the Town and/or TPL do not terminate this Agreement pursuant to the terms herein, the Town hereby agrees to take title to the Access Parcel on the Closing Date in AS-IS, WHERE-IS condition as of the Closing Date and to waive any and all claims it might otherwise have against Markell Properties or TPL, now or in the future, relating to the title to and/or condition of the Access Parcel; provided, however, that the provisions of this Section shall not amend, modify or negate any representations and/or warranties made by Markell Properties in the Deed with respect to the title to the Access Parcel.

8. **Cost Sharing.** The parties hereto agree to pay their own closing costs in accordance with the local custom in Columbia, Connecticut, including but not limited to recording costs and transfer taxes and the pro-ration of taxes.

9 **Additional Documents.** At Closing, Town and TPL agree to execute and deliver such additional documents as may be reasonable and necessary to carry out the provisions of this Agreement, including, without limitation, customary affidavits and forms reasonably required by any title insurer or government agency.

10. **Notices.** All notices pertaining to this Agreement shall be in writing delivered to the parties personally, by email, commercial express courier service or by first class United States mail, postage prepaid, addressed to the parties at the addresses set forth below. All notices given personally, electronically or by commercial express courier service shall be deemed given when received. All notices given by mail shall be deemed given on the third (3rd) business day following its deposit in the mail, first class postage prepaid, addressed to the party to be notified. The parties may, by notice as provided above, designate a different address to which notice shall be given.

TPL:

The Trust for Public Land
3 Shipman Place
Montpelier, VT 05603
Attn: JT Horn, Project Manager
Tel: (802) 223-1373 ext 11
email: j.t.Horn@tpl.org

Copies of any notice to TPL should also be sent to:

The Trust for Public Land
733 Struck Street - #45191
Madison, WI 53744
Attn: Denise K. Mullane, Legal Director
Tel: (802) 793-4242
email: denise.mullane@tpl.org

TOWN:

Ugxp"O 0Gxgtgw
"Htu'Ugrgew cp"
Town of Columbia
323 Route 87
Columbia, CT 06237
Tel:860-228-0110
email: severett@columbiact.org

Copies of any notice to Donors should also be sent to:

Richard Roberts, Esq.
Halloran & Sage LLP
One Goodwin Square, 225 Asylum Street
Hartford, CT 06103-4303
Tel: (860) 297-4695
email: roberts@halloransage.com

11. **Headings.** The headings used in this Agreement are for convenience of reference only and shall not operate or be construed to alter or affect the meaning of any of the provisions hereof.

12. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Connecticut without regard for conflict of law principles.

13. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original and which together shall constitute one and the same agreement. The parties further agree that facsimile or electronic signatures are allowed and shall be considered an original for purposes of this Agreement.

IN WITNESS of the foregoing provisions, the parties have executed and delivered this Agreement as of the date first set forth above:

TOWN:

TPL:

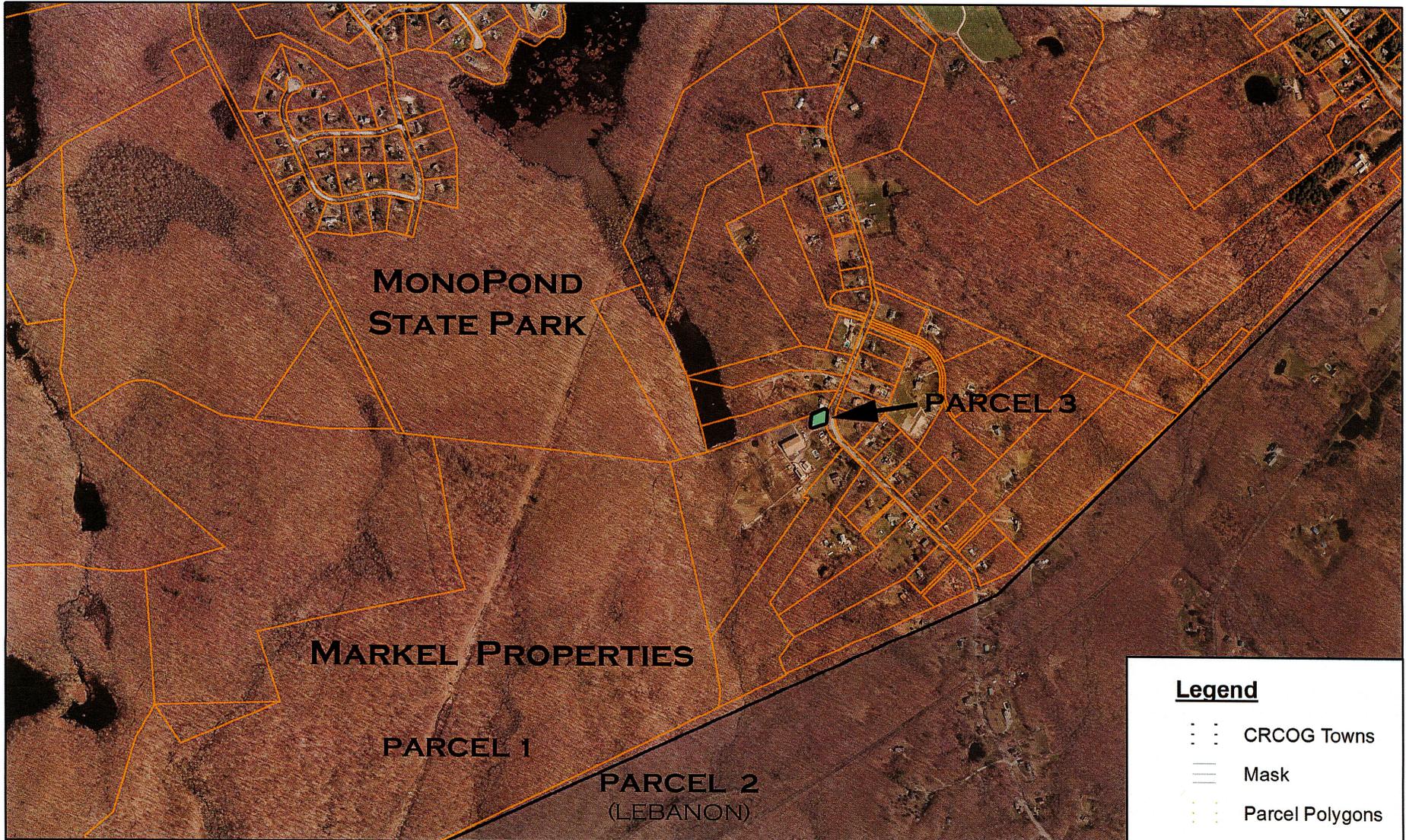
THE TRUST FOR PUBLIC LAND



By:

Denise K. Mullane
Legal Director

ArcGIS Web Map



Legend

-  CRCOG Towns
-  Mask
-  Parcel Polygons



CRCOG *CAPITOL REGION COUNCIL OF GOVERNMENTS*
Working together for a better region.

CRCOG makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Scale
1:16,493
Created: 5/7/2020

ArcGIS Web Map



Legend

- ⋮⋮ CRCOG Towns
- Mask
- ⋮⋮ Parcel Polygons

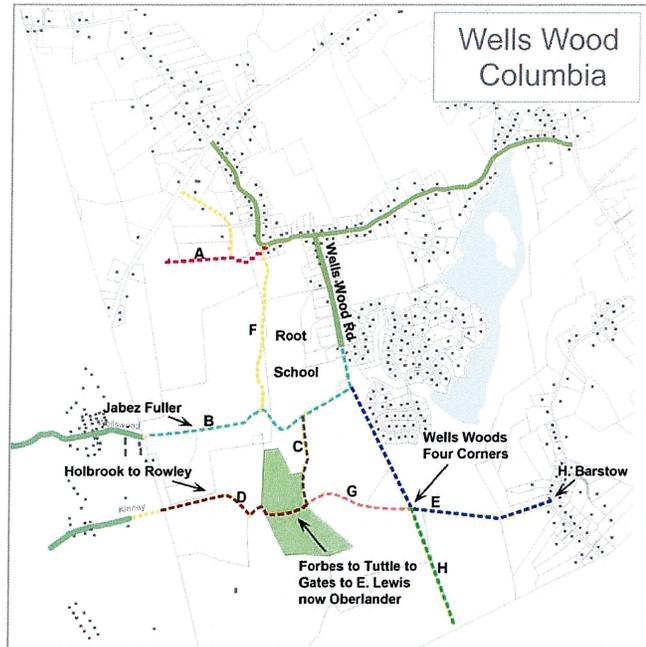


CRCOG CAPITAL REGION
COUNCIL OF GOVERNMENTS
Working together for a better region.

CRCOG makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Scale
1:2,062
Created: 5/7/2020

Wells Woods Roads
Discontinued and/or Closed



Town Meeting Action:

- A: 3/6/1926 Town Meeting voted that the road east of residence of Clair Robinson's to West's Woods road be discontinued and closed to travel provided Mr. Robinson can secure a right of way over property therein.

- B: 10/1/1928 Town Meeting voted to discontinue and close to public travel the section of road leading from the Ralph Root place, so-called, south and southwest to the residence of John Kowalski. [Jabez Fuller]

- C: 10/4/1926 Town Meeting voted to close the "new road" to the Elisha Lewis place.

- D: 10/5/1891 Town Meeting voted that the highway from near the residence of E. D. Lewis to the Hebron town line be discontinued.

- E: 3/5/1927 Town Meeting voted to close the road leading from Wells Woods school house and running in a southerly and easterly direction to its intersection with the Columbia Leonard's Bridge Road [Pine Street].

- F: Shown on old maps, additional research needed.

- G: 10/3/1921 Town Meeting voted to discontinue the section of highway leading from Wells Woods four corners (so-called), westerly to point near premises formerly of Elisa Lewis at the intersection of the highway leading northerly to the Cummings Road, so called [also called "new road"]

- H: 3/4/1922 Town Meeting voted to discontinue the road beginning at the four corners near the residence of Henry Potter and leading in a southeasterly direction by Ayer's icehouse provide the selectmen find no legal complications and the town of Lebanon act accordingly.

5.1 - Board of Selectmen Resolution Re-acceptance of the Donation Agreement between Trust for Public Land and the Town of Columbia for the Markell Property.

WHEREAS, the Board of Selectmen has previously recommended that the Town accept the donation by Markell Properties of that certain 100' x 100' parcel of property located on Pine Street in accordance with a certain Donation Agreement between The Trust for Public Land and the Town of Columbia; and

WHEREAS, the Board of Selectmen has referred the proposed acceptance of such donation to the Financial Planning and Advisory Committee for its review prior to acceptance thereof; and

WHEREAS, the Planning and Zoning Commission has reviewed and approved the proposed acquisition under CGS 8-24 at its January 13, 2020 meeting;

WHEREAS, the Town Charter would ordinarily require a special town meeting to accept the donation of the subject property; and

WHEREAS, in light of the current Declaration of Public Health and Civil Preparedness emergencies in the State of Connecticut and executive orders issued by Governor Lamont in conjunction with such declaration the holding of a town meeting would not be prudent; and

WHEREAS, Section 4 of Executive Order 7JJ issued by Governor Lamont on May 6, 2020 permits the Board of Selectmen, upon finding that taking such action in a timely manner serves an important public interest or to avoid financial loss, to take action to acquire interests in real property without complying with the Town Charter or any statutory requirement to hold a town meeting or referendum to approve such acquisition; and

WHEREAS, the Board of Selectmen has determined that delaying the acquisition of the subject property would potentially adversely impact the associated open space transactions that have been previously approved by special town meeting.

NOW, THEREFORE, BE IT:

RESOLVED: That, pursuant to the authority granted under Section 4 of Governor Lamont's Executive Order 7JJ, the Board of Selectmen does hereby accept the donation by Markell Properties of that certain 100' x 100' parcel of property located on Pine Street in accordance with that certain Donation Agreement between The Trust for Public Land and the Town of Columbia.

State Guidelines for Beaches currently require the following

- Limit capacity to 50%.
- 15 feet between blankets/groups of people.
- No sports/activities.
- No groups larger than 5, groups should be from the same living unit.
- Masks are required when social distancing is not possible.

Columbia Lake Procedure

- Residents will purchase beach passes using the regular process and beach pass system. Passes will go on sale May 20th.
- Memorial Day weekend and the last weekend of May we will use staff to limit the capacity of the beach to 30 people at a time and enforce social distancing by residents. (swimming will be at your own risk)
- Beginning June 6th, we will begin staffing the beach with lifeguards, checking for beach passes, while still limiting the beach capacity and enforcing social distancing.
- The Murphy House bathrooms will remain closed, 2 portables have been rented along with a sanitizing unit.
- We will not be selling concessions this year due to Covid-19.
- The floating dock will remain beached this year due to social distancing issues it will cause.
- Using beach markers to mark 15ft between groups.

Katherine Morrison (5/20/20) 7:40 PM

Good evening.

Thank you for taking the time to reconsider some of the plans for the beach this summer.

I am disappointed that the public was not able to view the "plans" for the lake prior to the BOS voting last night. I think offering up the information prior to and asking for public input specific for this matter, could have allowed for some real policy's to have been set in place sooner.

I do have I have some ideas that I hope will be considered when planning beach access. I've listed them below.

Between the boat launch attendant and our Rec director/assistant, they can assist in checking IDs to ensure all guests are down residents, now that their offices have moved to the Murphy House.

We definitely should not have to pay full rates for beach passes, especially if we may be turned away. Costs for daily rates should be \$1 or \$2 per resident... the cost is already excessive for a beach that is not maintained (raked daily etc).

The beach does not get filled on a regular basis - there should be some flexibility in the "capacity" (there is space on the lawn). I used the beach almost daily with my children last year and I would say an average of 6-8 families were there on a regular basis - everyone was able to spread out quite a bit... but those families range in size from 3 to 6 people. That could be closer to a maximum of 50 people.

Bathrooms should be open - they will be far cleaner and safer than Porto potties. Isn't that the idea? Safety? People can use them at their own risk. (Signage could be placed)

What are the projected hours of the beach?? Do they need to be "opened" with lifeguards a for that long?? Why not consider swim at your own risk? Or guards only on weekends? People are already swimming now.

What is the phase 2 plan??? They are speculating June 20th? I think the public should see what the town is thinking here. Perhaps we'll ahead of the June 20th date (if course the plan can change but at least a rough idea)

Also additionally - (and not covid related) it would be fantastic ...if we really must have guards - that they be consistent. Each of them has had different rules (the last 2 years) that they have chosen to enforce, which is terribly confusing and frustrating for young children and their parents. I was a lifeguard for 10 years... I do understand what is reasonable and what is not and some of the rules are not safety related or necessary.

Thank you for your consideration. I look forward to seeing the plans that get set in place, preferably before we get to the beach.

Kate Morrison

Caroline Johnson (5/20/20) 1:41 PM

On the Everything Columbia fb page, this contact info was provided in order for Columbia residents to voice opinions, etc. regarding the lake/beach area.

My thoughts are:

- No passes required. (since there will be a limit, not ok to charge for a pass but cannot use it due to capacity limits)
- No one outside of Columbia residents allowed to use it during staffed hours. At all. No guests.
- No lifeguards to save money if going with no passes.
- Staff 1 person to keep track of numbers and have a limit of people. (I don't know what a safe number would be as I'm not aware of what the normal capacity is).

Thank you for being interested in what the thoughts are of the Columbia residents; much appreciated.

~Caroline~

Jessica Callahan (5/20/20) 8:16AM

Good morning,

I had recently heard through a town social media page that residents could submit input here regarding beach access this summer. As a tax paying resident I am very angry about the proposal to limit the number of people on the beach. If passes are sold to all residents there is a potential for some to never be able to use them. If a family of 5 or 6 go to the lake that is already at least a 1/4 of the allowable capacity. No one who bought a pass should be denied access. So you are essentially sold a pass you may never be able to use. In addition, do residents receive some kind of tax rebate for being denied the use of town facilities? I recently called the town administration and spoke with Mark Walter. I voiced my disappointment about not being able to access the library. Again as a town tax payer, these facilities should be available to residents.

Lastly, the requirement to wear a mask on the beach is not only ridiculous it is unhealthy. There is no need for a mask when one is outside in the fresh air. That defeats the purpose. The Governor's orders are not laws. They are recommendations. People can choose how to live their lives and the risks they are willing to take. I would think most agree that your risk in this town at the lake without a mask on is significantly low. Allow people to enjoy the one thing that they can this summer since so many others are closed/cancelled.

Thank you,
Jessica Callahan

Christine Sposito (5/19/20) 8:45 PM

Thank you for allowing the public an opportunity to share some suggestions and concerns.

1) One concern is that people in our town think that putting in an additional porta potty will be safer (as far as potentially contracting a highly contagious virus) than paying someone to spray and wipe down handles in the bathroom. If you are truly concerned about people not getting the virus than a porta potty is not the way to go.

2) The cost of the pass absolutely should be reconfigured. The money in will absolutely superseded the cost to run the beach. Especially if lifeguards are not going to be hired. The hourly rate for a lifeguard must be higher than the cost of a minimum wage worker to monitor attendance, no?

3) A signup could be put in place to secure a spot. Have the employee(s) who are monitoring the attendance track if people are showing up or not. If you signup for a spot and you do not show up more than a designated number of times, you lose your ability to reserve a spot for a designated amount of time. (Gyms use this type of system when people sign up for classes - maybe someone can look into what software system is commonly used?)

4) I appreciate the ability for citizens to comment. I would appreciate if when citizens do comment that the tone of the response did not sound like we were wasting your time. This is not the first time I have felt this way speaking up at a BOS meeting. It feels like if we don't attend all the time we should not speak at all. No citizen should feel this way. This is everyone's town no matter who runs it. I am giving you honest feedback. Steve, you seem like you have the best interest of the town in your mind and I appreciate your dedication but your tone of voice when responding should be reflected upon.

5) I teared up when I heard about our town's WONDERFUL parade but I 100% understand!

Christine Sposito

Jeff Morrison (5/19/20) 9:52AM

The governor has chosen to keep open all state parks and beaches. I believe Columbia Lake beach and Rec park should maintain its current state. We do not need lifeguards at the beach, provided there is adequate signage that it is a swim at your own risk. And to be honest, parents of the young children are often assisting them before the lifeguards do anyways. One or two staff members to ensure the people using the beach are town residence, and following basic safety rules, should be sufficient. Perhaps this staffing could include the Rec director and assistant director based on the fact that they are now located at the Murphy House.

Both facilities offer enough space for people to adequately distance themselves. In the over 15 years I've lived in town, there has rarely been an excessive amount of residents at the beach at one time (with the exception of those very hot weekends).

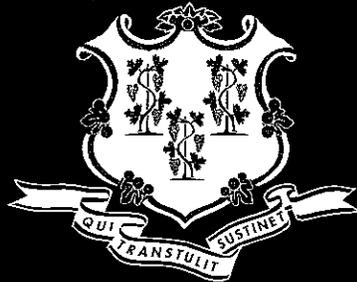
It is the responsibility of our residence to use common sense. If someone feels they are at risk by utilizing these facilities, they are free to decide to not use them. Our kids need places like Rec park and the beach - to be outside, have fun and see their friends (which is possible at a socially acceptable distance).

Thank you
Jeff Morrison

Reopening Beckish Senior Center & Transportation

- The Governor's Office has yet to provide guidance on the safe reopening of senior centers.
- Given the fact that the recommendation after May 20th remains for older adults to stay home, it will not be safe to reopen the Beckish Senior Center to the public on this date.
- Reopening should be discussed once we see the numbers that come in from the May 20th partial openings and see a zero increase of COVID-19 cases.
- When we do decide to reopen senior center, it should be done in 3 phases – to be discussed in further detail
- It would be a good idea to discuss adding hand sanitizing stations to be located as wall-mounted units by both restrooms and on a stand located by our sign in kiosk.
- Regular cleaning of doorknobs and other high contact areas will continue by Harold while we continue to use the Beckish Senior Center as a food distribution center for Columbia Residents.
- Transportation: Looking into ideas about possibly starting transportation services mid-June once we receive good numbers after the partial openings of May 20th. Ideas are: Limitations -Service will be provided to grocery stores, pharmacies, medical appointments, retail stores and beauty/barber appointments.
- Passengers will be limited to no more than 3 +1 w/chair (on the 14-passenger bus), at all times in order to enforce social distancing while aboard. The Car – when purchased – 2 passengers only. Passengers will be required to wear masks while aboard, will have assigned seating and disinfection protocols will be followed after every round trip per passenger.
- Purchase and installation of plexiglass for the van to protect the van driver from the passengers.
- In meantime our van will be serviced for its regularly scheduled maintenance.
- MOW and Cafe meal deliveries by staff and volunteers are deemed to be safest at this time and will remain in force until social gathering recommendations are relaxed.
- Remote supports and virtual fitness activities will remain in force.
- We will continue to discuss this and as more recommendations come either from the State and/or our professional organizations.

REOPEN
Connecticut
SAFER. STRONGER. TOGETHER.



Governor Ned Lamont

Sector rules for May 20th reopen

May 8th, 2020

SECTOR RULES FOR MAY 20TH REOPEN

GOAL

Proactively protect public health and speed up the pace of economic, educational, and community recovery while Restoring Connecticut's quality of life.

1

SAFETY FIRST

We will reopen society safely and securely with a proactive program that safeguards the health of our vulnerable residents, continues physical distancing, and provides clear safeguard rules for businesses and institutions deemed safe to reopen.

2

SCIENCE-DRIVEN

Our strategy will rely on a scientifically validated set of public health interventions. Patient assessment, testing, proactive tracing, field studies, and public health guidance will be deployed simultaneously to contain infection.

3

PREPARED

We will work closely with hospitals and health systems to procure and distribute critical personal protective equipment, and assess capacity of beds and ventilators to ensure optimal standard of care.

4

CHOICE

Individual businesses within sectors allowed to open are empowered to make their own choice on when they reopen. When they open, they must comply with rules we lay out to safeguard their employees and customers.

5

DYNAMIC

We include a suite of tools to inform an adaptive plan that can be nimbly scaled or rolled back rapidly based on real-time critical health metrics.

SECTOR RULES FOR MAY 20TH REOPEN

HOW WE WILL OPEN OUR ECONOMY SAFELY

Our plan to open the economy will address two factors:

WHAT businesses can open and when.

HOW businesses must operate **if they choose to open**.

WHAT:

- We know that some businesses put employees and customers at greater risk of transmission.
 - We will prioritize opening businesses that pose a lower transmission risk and drive outsized impact on the economy.
 - Transmission risk is defined as contact intensity and modification potential of businesses.
 - Contact intensity considers contact proximity, contact length, and number of contacts.
 - Modification potential considers the businesses' ability to socially distance and sanitize in accordance with regulations.
 - We will assess the impact on state economic health with a focus on number of employed individuals, total GDP impacted, and impact on small businesses that make up the backbone of our economy.
-

HOW:

- We will provide clear operational guidance to businesses on how to reopen while ensuring the safety of both employees and customers.
- Guidance will include social distancing and hygiene, as well as the use of personal protection – for business operators, workers, and customers.
- The goal is to not only open safely, but create confidence in our society across employers, employees, and customers.
- The level of guidance will gradually become less restrictive over time, as our confidence in the ability to monitor and contain the disease increases.

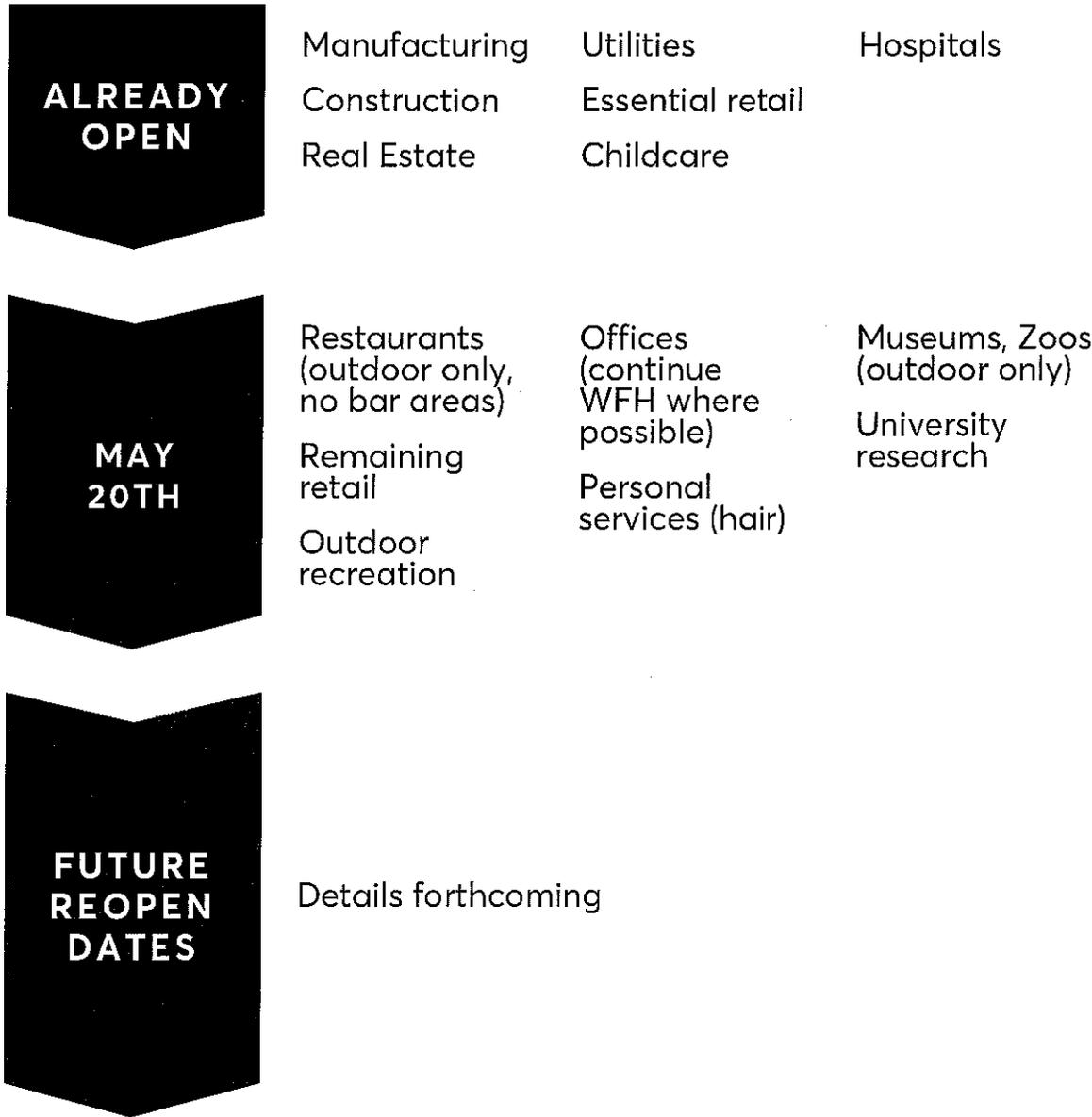


SECTOR RULES FOR MAY 20TH REOPEN

WHAT: SECTOR REOPENING OVER TIME

The state will open its economy with a gradual approach

The first set of businesses will start reopening when we see a sustained 14-day decline in hospitalizations, have adequate testing capacity, have a contact tracing system in place, and have procured sufficient PPE. The tentative timing for that reopen is May 20th.



SECTOR RULES FOR MAY 20TH REOPEN

HOW: SAFEGUARDS

As we start opening select businesses on May 20th, we will open at our strictest controls on business operations and societal interaction. This will include, among other measures:

- Capacity limit of 50% for businesses that reopen.
 - Strict cleaning and disinfection protocols in all settings.
 - Those who can work from home should continue to do so
 - Those in high-risk groups (comorbidities) and over the age of 65 should continue to stay safe and stay home.
 - Facemasks should continue to be worn in public at all times.
 - Social gatherings will be restricted to a maximum of 5 people.
-

As we see progress on a defined set of public health metrics (detail to follow), we will gradually loosen safeguards. This will allow for the next set of businesses to open and potentially for businesses already open to operate with additional leeway. We expect this will occur over the coming months through September 2020.

As always, we will make decisions based on data and science. Our plan intentionally allows for sufficient time for learning, adoption of behaviors, and ultimately the achievement of improved health metrics that create the necessary environment for new business operations. If public health metrics deteriorate, the State may choose to revert back to stricter safeguards.

Columbia Board of Selectmen

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

STANDARD GUIDELINES FOR GRANTING PERMISSION FOR THE CONSTRUCTION AND MAINTENANCE OF STRUCTURES AND SHORELINE ON COLUMBIA LAKE

The following are the standard guidelines the Columbia Board of Selectmen shall employ in granting permission for the construction and maintenance of structures to be attached or built on or above the Town owned bottom of Columbia Lake and for the construction of seawalls and general shoreline maintenance of Columbia Lake. In granting permission, the Selectmen shall take-into account issues of safety, access, aesthetics, public health, environmental concerns, views and neighborhood tranquility. The Board of Selectmen may modify these standard guidelines to meet the specific requirements of the topography and the previous list of factors but must always take into account long-term public benefits.

I. DEFINITIONS:

BASE WATER LEVEL: The water level at which the surface waters of the lake begin to flow over the present spillway.

DOCK: a structure extending out from the shore into a body of water, to which watercraft may be moored and/or to which a watercraft covering or watercraft lift may be adjacent and which may be utilized for swimming, fishing and other reasonable uses for access to and enjoyment of the lake.

EMERGENCY REPAIR: Emergency repair means a repair to an existing structure that restores it to its original condition (including, without limitations, dimensions and location) made necessary by a weather event, age, or wear and tear to correct a condition that poses an unreasonable immediate risk to person or property so as to require expedient remedial action.

INFLATABLE: A large swimming accessory made buoyant by air sealed in pliable materials that is not removed from the water on a daily basis. Inflatables are treated as rafts by these standards unless otherwise expressly stated.

MOORING: A structure consisting of a rope or chain and anchor with an attached buoy to secure a watercraft.

RAFT: A structure consisting of an anchored flat buoyant floating platform not removed from the water on a daily basis and not attached to a dock or seawall.

SHORELINE: The perimeter of Columbia Lake at Base Water Level.

WATERCRAFT: A water-borne conveyance including motorized and non-motorized boats, personal watercraft, sail boats, kayaks, sail boards, paddle boards and canoes having a propulsive capability whether by sail, oar, paddle or propeller or the like and hence are distinct from a simple device that merely [floats](#), such as a [raft](#).

WATERCRAFT COVERING: A watercraft covering is a building structure especially designed for the protection and storage of watercraft. A watercraft covering does not include a dock but must be adjacent or attached to a dock and will be considered a part of the dock structure.

WATERCRAFT LIFT: A mechanical or floating device allowing a watercraft to be lifted out of the water when not in use. A watercraft lift does not include a dock but must be adjacent or attached to a dock and will be considered a part of the dock structure.

II. GENERAL STANDARDS:

- a) An applicant must have a minimum of 50 feet of lake frontage to qualify for any permitted structure.
- b) An applicant may be allowed to have a seawall and up to three additional permitted structures, including any secondary dock, dependent on frontage.
- c) The design and placement of all structures shall be such that there will be a minimal restriction to the free flow of water in the lake, and watercraft upon such lake.
- d) All construction and maintenance shall be of sound material that shall not adversely affect either lake water quality or aquatic life. All permitted structures will be maintained in a structurally safe condition.
- e) Placement of all structures shall be such as not to obstruct access of the lake, the use of the lake and its channels, and shall take potential hazards for swimmers, divers, watercraft and other uses of the lake in account.
- f) Property lines (extended) shall be observed so that all structures are positioned within the property sidelines (extended) of the applicant. Structures shall not interfere with access by neighbors to their property or lake. Should extended property lines cross, placement will be at the discretion of the Board of Selectmen with guidance from the Lake Management Advisory Committee.
- g) Construction of all structures, other than rafts built on shore, shall take place during low water season - fall or winter – to minimize erosion and facilitate inspection of the building process. Construction on or over the lake bed will not be permitted between March 15 to October 15 in even numbered years and March 15 to November 1 in odd numbered years.
- h) No construction equipment will be allowed on the lakebed.
- i) All excavation below the Base Water Level of the lake is to be performed by hand.
- j) No rocks, sand or other soils or other material will be removed or deposited into the lakebed without proper approvals. Permission for removal of rocks or repositioning of rocks or sand or other soils, or addition of rocks may be granted in certain instances, for example if they pose a hazard to swimmers, divers, watercraft, or other permitted uses of the lake, or if they interfere with dock, watercraft cover or watercraft lift construction or in order to maintain seawalls or established shorelines.

- k) No sand from a remote location will be added onto the lakebed or its immediate shoreline. If proper permits are attainable, sand currently located on the lakebed may be repositioned in accordance with clauses h), i) and j) above.
- l) No modification to existing shoreline configuration will be allowed.
- m) The provision of lighting (whether powered by electric utility, battery or renewable resource) on any structure constructed under these standards shall not be permitted. Electric service for other uses may be permitted with proper evidence that proper codes will be satisfied, the necessary Building Department permit has been obtained and that installation will be by a licensed electrician. Electric power installation shall be inspected and approved by the Town's building inspector at the expense of the applicant.
- n) Applicants will be required to provide a completed application, containing detailed site and/or building plans including dimensions, materials and distance to adjacent property lines of proposed structures. Applicants may also be required at the discretion of the Lake Management Advisory Committee (LMAC) or the Board of Selectmen to notify adjacent landowners in accordance with Article VII.
- o) The Board of Selectmen will inspect or request members of the LMAC to inspect the site for application accuracy and assessment of conditions prior to approval of the application and again after construction to verify the accuracy and compliance with conditions of the applicable permit.
- p) The Board of Selectmen may approve, approve with modification, approve with conditions, or deny any application made under these standards and in the process waive strict compliance with these standards when merited.
- 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.
- r) The presence of any unauthorized structure, obstruction or non-permitted use of Columbia Lake is sufficient grounds for the Board of Selectmen to compel its removal.
- s) All fee-owners and owners of rights-of-way must join in any application; however, the Town has no obligation to a right-of way owner(s) or deeded right-of-way property holder to allow watercraft to be tied to a dock or moored into the lake, nor does the owner(s) or deeded right-of-way property holders have an entitlement or right to a dock, mooring, raft, watercraft cover, watercraft lift or other structure.
- t) Any permission granted or inspection conducted under these guidelines is granted and conducted solely for purposes of assuring compliance with these guidelines. No assurance is provided to or to be assumed by the applicant that the approval of any design, installation, or maintenance of any structure means that the Board of Selectmen, LMAC, or any other agent or agency of the Town of Columbia has found

that any such structure is mechanically and structurally safe and sound for the intended use or that any other applicable law or code has been or will in the process be properly complied with. Liability for construction, maintenance and use of structures governed by these guidelines remains at all times with the applicant and landowner.

- u) Use of pressure treated woods, used to construct docks, watercraft coverings, watercraft lifts and rafts, do pose some environmental risk to small aquatic life. Applicants shall not use pressure treated woods denoted as (CCA) Chromate Copper Arsenate, (ACZA) Ammonia cal Copper Zinc Arsenate or (ACA) Ammonia cal Copper Arsenate. Other pressure treated woods or alternative building materials, such as natural pest resistant woods (redwood and cedar), products made of aluminum or the wide range of composites made from recycled polyethylene plastic, wood or other cellulose fibers may be used.
- v) The cutting or sizing of building materials is not to occur over the lake bottom and no sawdust is to be deposited into the lake.

III. DOCKS:

- a) Docks will be permitted only to the extent necessary to provide safe mooring and reasonable access to the water. Dimensions of docks will normally be granted for up to 20 feet in length and 5 feet in width. Where these dimensions are not appropriate to the site, or to the length or draft of intended watercraft, variations of these dimensions may be granted; however, no dock shall be approved with a width of less than 3 feet and no dock may extend more than twenty-five (25) feet beyond the shoreline at Base Water Level. A total of no more than 100 square feet will be the standard for the dock footprint.
- b) Unless a dock is located on the centerline of a property, the dock will not be placed closer (at any point) than twenty-five feet (25') to the applicant's extended property line and will not pose an obstruction to an abutting neighbor's waterfront access.
- c) A secondary dock will be considered for applicants whose property consists of one hundred feet (100') or more of lake frontage. Secondary docks shall conform to the same standards as primary docks and such additional standards as are set forth in these guidelines for secondary docks.
- d) The sanding and staining of docks is permitted during low water season only. Emergency maintenance can be performed during high water season as long as the proper precautions are taken to collect/catch the debris/residue.

IV. WATERCRAFT COVERINGS AND WATERCRAFT LIFT STRUCTURES:

- a) There will be a maximum of one watercraft covering and one watercraft lift structure per lake front property; provided, however, that a conforming watercraft lift under a conforming watercraft covering will be counted only once. For each permitted watercraft covering or watercraft lift, the allowed capacity per structure is one watercraft.

- b) Watercraft coverings and/or watercraft lifts must be used in connection with and adjacent to docks.
- c) Watercraft coverings can contain a watercraft lift and a dock may have a watercraft covering on one side and a lift on the other if the resulting combination satisfies all other applicable guidelines. However, watercraft coverings and/or watercraft lifts cannot be linked, coupled, connected or placed either front and back or side by side on one side of a dock.
- d) Watercraft coverings and watercraft lifts shall not include decks on top, storage sheds or other attachments and must have open sides to minimize visual obstruction.
- e) A watercraft lift's dimensions will fit the approved watercraft for that lift; if needed to access a watercraft on a watercraft lift there can be no more than a 24" catwalk on either or both sides of the watercraft lift. Catwalks shall not be considered or used as docks. Catwalks may not exceed the length or width of the watercraft lift by more than 24" at each end and may not extend out more than 25 feet from the Shoreline.
- f) A watercraft covering's dimensions will not be larger than 10 feet by 20 feet and shall not extend out into the lake more than 25 feet from the Shoreline.
- g) A watercraft covering shall be constructed so that no part is more than 8 feet above the lake's Base Water Level when using a peaked roof design, or 6 feet when using a single pitch (shed) roof design.
- h) The intention of the applicant to install a mechanical watercraft lift in a watercraft covering shall not constitute reason for varying from these standards.

V. RAFTS AND MOORINGS:

Applicants/owners eligible for a raft or mooring shall be considered for one raft and one mooring, or in lieu of a raft, a second mooring. No offshore structure will be permitted beyond 100' from the Shoreline.

- a) Applications for rafts and moorings shall include measurements of distances from the nearest points on the Shoreline and the distances to extended property lines of abutting neighbors. A raft shall not be placed more than 75 feet from the Shoreline and shall be on the extended center line of the applicant's property. A mooring shall be placed not more than 100 feet from the Shoreline and shall be on the extended center line of the applicant's property, providing it is not in conflict with general standards and does not present a navigational obstruction.
- b) A raft will be placed as nearly as possible on the center line between the applicant's extended property lines.
- c) Rafts, other than inflatables, shall be constructed to float so that the top of the decking is a minimum of 10 inches and a maximum of 36 inches above the water level.

- d) Raft dimensions, other than inflatables, will be as close to square as possible and shall not exceed 12 feet by 12 feet.
- e) Rafts, including inflatables, shall have no attachments or extensions which are more than 18 inches above the decking except ladder supports.
- f) A circular inflatable will be permitted as a raft providing the inflatable is no greater than 12' in diameter. 12' diameter rafts will be allowed one (1) inflatable floating attachment, used for the purpose of boarding the raft and of no greater dimensions than 4' feet by 4' feet by 18" high.
- g) Smaller inflatables may be circular, square, rectangular or oval and will be permitted to have multiple attachments, providing the raft and attachment does not exceed 12' in overall dimension in length or width and no more than 18 inches high.
- h) All rafts and moorings, inclusive of their anchors and mooring tackle, shall be of materials that are environmentally suitable for use in the lake and do not present a danger to other users of the lake.
- i) Applicants for the construction of rafts and installation of moorings are responsible for any damage done to property should a raft or moored watercraft break free for any reason.
- j) The name and address of the owner of each raft shall be indelibly affixed to the raft near its ladder or other aid for boarding it.

VI. LAKE FRONTAGE WALL (SEAWALL):

- a) All seawalls shall be securely attached to the land of the applicant and be so designed and constructed to prevent erosion into the lake.
- b) Only environmentally approved materials shall be used in the constructions of seawalls.
- c) Seawall construction shall follow the contour of the Shoreline.
- d) Applicants shall not extend and or backfill their property behind the seawall except to the level required to complete construction.
- e) Seawalls shall not present any hazard to person(s) using the lake.
- f) New or replacement seawalls shall not be higher than 30 inches above Base Water Level.
- g) Repaired seawalls shall follow the current location as nearly as possible. Several points along the lake wall shall be triangulated to fixed points to verify compliance to this section. LMAC will determine the methods used to accomplish this provision during application review.

- h) Applicants seeking to have steps incorporated into a seawall will design the steps to lead back into the applicant's property and not extend into the lake.
- i) Cuts or openings in sea walls, including cuts or openings for ramps or steps will be no greater than 4 feet wide. No cut or opening that does not provide for it to be filled with an impervious or other erosion preventing surface will be allowed.
- j) Permit applications seeking to add a decorative fascia or veneer to the front of an existing seawall may be considered with the following conditions:
 - 1. The contour of the existing seawall is not altered
 - 2. The thickness of the fascia/veneer shall not exceed 2"
 - 3. Only one 2" thickness of fascia/veneer permitted on any seawall
 - 4. Materials used will be environmentally friendly
 - 5. Materials used for fascia/veneer shall be compatible with the character of the shoreline
 - 6. The fascia/veneer shall be securely attached to an existing, structurally sound seawall and not present a hazard to users of the lake.
- k) Properties whose shorelines have a grandfathered sand interface with the lake may not add additional sand transported from a remote location. Such shorelines must be maintained through compliance with General Standards h) and i) in Article II of these Guidelines.

VII. ABUTTING PROPERTY CONSIDERATIONS:

- a) No dock, watercraft covering, watercraft lift, raft or mooring shall pose a potential hazard for swimmers or other reasonable uses of the lake at abutting lake front properties including the navigation, docking and mooring of watercraft at abutting lake front properties.
- b) Watercraft coverings, watercraft lifts and rafts must be located so that all parts thereof are at least 15' from abutting property boundaries, including the imaginary extensions of those property boundaries over water.
- c) Abutting property owners must be notified and satisfactory proof of such notification must be attached to any application seeking any variance from any of the provisions of these Standard Guidelines. The notification shall include a copy of the application and the date of the LMAC meeting at which it will be considered.

VIII. EXISTING STRUCTURES AND IMPROVEMENTS:

- a) All structures and improvements associated with the reasonable use and enjoyment of the lake by a landowner abutting the lake that predate these standards or the first time that they are covered by an amendment to these standards shall and remain a structure or improvement permitted by these standards so long as they are properly maintained and repaired in accordance with these standards and not abandoned for a period of more than 3 years. All such structures and improvements that may not be

in conformity with these standards, other than sandy shorelines, may be replaced in their original location any time before they are considered abandoned so long as their nonconformity does not increase in any fashion and only after obtaining a permit hereunder. Sandy shorelines may only be maintained as provided in Article II, clauses j) and k), of these standards.

- b) No existing structure or improvement covered by these standards, may be relocated without complying with these standards. Relocation of an otherwise permitted nonconforming structure or improvement may be permitted if the new location better serves the issues that these standards are designed to address.
- c) The rights of a landowner with property abutting the lake to maintain and use associated structures and improvements that have been approved per these standards or that are permitted preexisting structures or improvements shall run with said land and be deemed transferred whenever title to said property is transferred without need for further approval except with respect to future maintenance and repair activities and any relocation.
- d) The removal of any existing structure or improvement covered by these regulations, including preexisting structures and improvements shall be treated as a repair and require an application and approval hereunder before execution. All removals must restore or accommodate the natural restoration of the lakebed and must leave a reasonable protective barrier between land and water to prevent erosion and otherwise serve the goals of these regulations.

IX. APPLICATION PROCESS:

- a) A landowner seeking to build/install, repair, relocate, or modify a seawall, dock, watercraft covering, watercraft lift, mooring, or raft, shall make application for a permit to do so. Application forms shall be available at the office of the Town Administrator. All applications shall be signed by the applicant and any general or prime contractor that will be retained to carry out the project covered by the application.
- b) The completed application shall be delivered to the Town Administrator who shall promptly forward it to the member of LMAC who shall have been designated to receive the same in order to set a date and time for LMAC review and field survey with the applicant. If all required information is included in the application and a site visit conducted, the application and LMAC's observations and recommendations will be considered promptly by the Board of Selectmen at a regular meeting of the Board, notice of which shall be supplied to the applicant, and if one or more abutting property owners were to require to receive notice of the application, to them as well.
- c) Under special circumstances, applications may be expedited at the discretion of the Board of Selectmen.
- d) A separate application to the Inland Wetlands Commission (IWWC) must also be made when necessary. It may be made prior to the approval of the Board of Selectmen, but the Board of Selectmen must approve the application made under

these standards before an IWWC permit can be issued and construction commenced.

- e) Notwithstanding the foregoing provisions of this Article, emergency repairs to any dock, watercraft covering, watercraft lift, raft, or mooring, may be made with such IWWC approval as may be needed prior to the submission of an application covering the repairs; provided, that, such an application is made promptly after the completion of the repairs. Subsequent review and approval of such application will be based on an inspection for compliance with these regulations. Emergency repairs not found to be in compliance with these regulations will be required to be corrected or otherwise remediated as the Board of Selectmen shall determine.

Revision adopted April 1, 1997; effective immediately

Proposed Revisions dated August 19, 2003; effective immediately

Proposed further revision dated September 16, 2003; effective immediately

Proposed further revisions adopted July 16, 2013; effective immediately

Proposed further revisions adopted October 20, 2015; effective immediately

Proposed further revisions, adopted _____, 2019; effective immediately



TOWN OF COLUMBIA

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

APPLICATION FOR CONSTRUCTING OR MAINTAINING STRUCTURES AND SHORELINE ON COLUMBIA LAKE

Date Submitted: _____

Complete and return to the Town Administrator

Property Owner: _____

Address: _____

Property Location: _____

Applicant if different from owner: _____

Address: _____

Daytime Phone #: _____

Structure Information:

Proposal is for: New Replacement Relocation Repair Emergency Repair

Structure Type(s): Dock Seawall Raft Watercraft Cover Watercraft Lift Shoreline

Application must include a sketch(s) of the structure(s) clearly indicating dimensions and placement of the structure in reference to the property and any other previously permitted dock, raft, watercraft covering or watercraft lift, as well as information regarding materials to be used in construction/repair. Supporting information such as maps and pictures are also helpful and may help expedite the process.

Notice:

The guidelines require one or more abutting property owners to be notified. Proof that proper notice has been given is attached.

Note: Applications made by persons other than the property owner must have appropriate status to apply and such application must also be signed by the owner as a co-applicant. All fee-owners and owners of any rights-of-way affected by the application shall join in any application. General or prime contractors must also sign applications in accordance with Article IX, clause a). An owner's signature below indicates approval for the Board of Selectmen or authorized town personnel to visit the applicable property for the purpose of inspection prior to, during and after construction.

Owner Signature: _____ Date: _____

Applicant Signature: _____ Date: _____

Contractor Signature: _____ Date: _____

Selectmen Approval:

This application was considered at the Board of Selectmen’s meeting held on _____ and approved, subject to such additional requirements as are attached, if any.

Permission by the Board of Selectmen to construct, repair, relocate or remove, on, in or above the lake bottom of Columbia Lake shall not relieve the applicant from obtaining other required approvals. Selectmen approval is conditioned upon the applicant’s obtaining all other required approvals and any Selectmen approval shall not require or influence eventual approval by other officials.

Approved: _____ Date: _____
Authorized Selectman

LMAC Review:

Pre-construction review has been completed and LMAC recommendations provided to the applicant, the Board of Selectmen and any abutting property owner required to receive notice.

_____ Date: _____
Authorized LMAC Member

All construction phase inspections have been satisfactorily completed.

_____ Date: _____
Authorized LMAC Member

Post construction phase inspection has been completed. The result is in compliance with the approved application.

_____ Date: _____
Authorized LMAC Member

Revised: 4/1/97, 12/01, 09/03, 10/03, 07/19, ____/____/19

7.1 - Proposed amended and restated Guidelines for Granting Permission for the Construction and Maintenance of Structures and Shoreline on Columbia Lake.

Resolved: That, as a result of the current pandemic, the Board of Selectmen has determined not to hold a voluntary joint public informational meeting with the Lake Management Advisory Commission in order to present and explain the proposed amended and restated Guidelines for Granting Permission for the Construction and Maintenance of Structures and Shoreline on Columbia Lake, which the Lake Management Advisory Commission has prepared and recommended, rather the Board will consider whether or not to approve this proposal at its May 19, 2020 meeting and hereby adds this matter as an agenda item for such meeting and will welcome public comments and questions on the proposal at the time reserved at that meeting for public comment and participation.

Emergency Management Director's Weekly Update

General

Positive COVID-19 Test results - **INCREASED**

Mandatory Mask / Covering for face in public when 6 foot separation is not possible

Maintain Social Distancing and report any deficiencies for appropriate correction.

AHM Youth & Family Services available 9:00 AM – 5:00 PM (M-F) 860-228-9488 Ext. 13

Town Beach – CLOSED

Small Businesses - Surgical Masks and IR Thermometer available - CBIA website

Monday

Emergency Meals - HW Porter School – 8:00 AM - 9:00 AM

Tuesday

Non-perishable food donations - Beckish Senior Center - 8:00 AM - 3:00 PM

Meals on Wheels delivery – 11:00 AM – 1:00 PM

Board of Selectman (BOS) virtual meeting using "Zoom" – 7:00 PM

Wednesday

Emergency Meals - HW Porter School – 8:00 AM - 9:00 AM

Transfer Station OPEN for household waste and recyclables, leaf drop off - 8:00 AM - 4:00 PM

Level 3 & 4 PPE pick-up at Mohegan Sun Expo Center 9:00 AM

Local Health District phone Conference Call with CT DPH - 1:00 PM

Regional Emergency Support Plan Call w/ DEMHS Region 4 using "Zoom" - 2:30 PM

Governor's Phone Conference Call - 5:00 PM

FIPAC regular virtual "Zoom" meeting – 7:00 PM (Annual Budget)

Thursday

FD / Ambulance PPE pick-up at Mohegan Sun Expo Center 10:00 AM to 2:00 PM

Foodshare mobile distribution point of food – 1:15 PM, HW Porter parking lot

Town Office departments closing at 4:00 PM

Friday

Emergency Meals - HW Porter School – 8:00 AM - 9:00 AM

Saturday

Transfer Station OPEN for household waste and recyclables, leaf drop off - 8:00 AM - 4:00 PM



Commanding Officer
Lt. Marc Petruzzi #037

State of Connecticut



Connecticut State Police Troop K - Colchester



Executive Officer
Master Sergeant Eric Peck #085

Date: 05/01/2020

Mr. Steve Everett
Columbia First Selectman
323 Jonathan Trumbull Highway
Columbia, CT 06237

Dear Mr. Steve Everett

This correspondence is an effort to keep you apprised of the monthly police services occurring within the Town of Columbia.

During the month of April 2020 the Columbia Resident Trooper as well as Troop K Troopers responded to 303 Calls for Service in the Town of Columbia. Of these Calls for Service the most notable are:

Accidents:	3
Burglaries:	0
Larcenies:	0
Other Criminal:	2
Other Non-Criminal:	5
Non Reportable Matters:	290
Other Noteworthy Events (List):	
One fatal accident	
Three domestics (non arrest) One domestic with arrest	
One Emergency committal	

In addition to the above investigations Troopers conducted the following motor vehicle enforcement:

On-Sight DWI:	1
Traffic Citations:	2
Written Warnings:	0

Sincerely,

Lt. Marc F Petruzzi #037

Lt. Marc Petruzzi #037
COMMANDING OFFICER
Troop "K" Colchester, CT

15A Old Hartford Road
Colchester, Connecticut 06415
Phone (860) 537-7500
FAX (860) 537-7550

RESOURCES FOR REOPENING

Clients may be planning ahead for employees to return to the worksite

Cigna recognizes the many variables clients, like you, will need to consider when planning to reopen worksites for employees, such as local, state, and federal guidelines, availability of tests, composition of workforce, and worksite preparedness.

Once regulatory restrictions are lifted that allow non-essential workers to return to worksites, we anticipate many employers will want to develop safety protocols to protect employees returning to worksites. These protocols may include physical changes to worksites / seating arrangements, staggered work schedules, additional cleaning protocols, and worksite health screenings. These requirements and recommendations can vary depending on risk stratification of employees and evolving guidelines from the Centers for Disease Control (CDC) and the Occupational Safety and Health Administration (OSHA).

Employers may also consider implementing various measures including daily temperature checks, risk assessment questions, personal protective equipment (PPE) fitting and education, plans to address sick employees on site, and contact tracing of co-workers. Whatever measures are decided upon should also be supported by additional safety standards such as signage for consistent messaging, safe distancing protocols, access to hand-washing and hand sanitizers, provision of face coverings, and screening tests where indicated. Measures should also align with the U.S. Equal Employment Opportunity Commission (EEOC) and Americans with Disabilities Act (ADA) compliance.

We created this reference document to support you in this process that includes links to important guidance and helpful information from the CDC, OSHA, U.S. Food & Drug Administration (FDA) and other sources, making it easier to access all in one place. We also have information to share about all of the ways we can support clients in the future to help plan their return to worksite strategies.

How can I minimize the risk of COVID-19 infection at my workplace?

Key questions to ask as you plan to bring employees back to the worksite

1. Can I maintain a safe work environment between employees to observe social distancing?

Social distancing means avoiding large gatherings and maintaining distance (at least 6 feet) from others when possible. Strategies that businesses could use include:

- Allowing flexible worksites, such as telework
- Allowing flexible work hours, such as staggered shifts
- Increasing physical space between employees at the worksite
- Increasing physical space between employees and customers, such as a drive-through and partitions
- Implementing flexible meeting and travel options, such as postponing non-essential meetings or events
- Delivering services remotely; e.g., phone, video, or web
- Delivering products through curbside pick-up or delivery

2. Do I need to supply masks?

Cloth face coverings may prevent people who don't know they have the virus from transmitting it to others. These face coverings are not surgical masks or respirators and are not appropriate substitutes for them in workplaces where masks or respirators are recommended or required. Employee can bring these from home or the employer could supply them.

Employees should continue to follow their routine policies and procedures for personal protective equipment (PPE), if already in place, that they would ordinarily use for their job tasks.

When cleaning and disinfecting, employees should always wear gloves and gowns appropriate for the chemicals being used. Employers need to review their cleaning policies and procedures considering OSHA guidelines. Additional PPE may be needed based on setting and product.

The CDC does not recommend the use of PPE in workplaces where it is not routinely recommended. Facilities can use the hierarchy of controls, such as administrative and engineering controls - these strategies are even more effective at preventing exposures than wearing PPE.

3. How often should my employees wash their hands at work?

CDC recommends employees protect themselves from respiratory illness with everyday preventive actions, including good hand hygiene. Employees should wash hands often with soap and water for at least 20 seconds, or use a hand sanitizer that contains at least 60 percent alcohol if soap and water are not readily available, especially during key times when persons are likely to be infected by or spread germs, such as:

- After blowing one's nose, coughing, or sneezing
- Before, during, and after preparing food
- After using the toilet
- After touching garbage
- Before and after the work shift
- Before and after work breaks
- After touching objects that have been handled by customers

Please see the [CDC website](#) for additional information.

4. What symptoms should employers be able to recognize?

Individuals with COVID-19 have had a wide range of symptoms reported from mild to severe illness.

The most common symptoms that may appear 2-14 days after exposure to the virus include:

- Fever
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell

5. How can employers help prevent workplace transmission of COVID-19?

The CDC and OSHA offer the following recommendations and resources:

- [CDC Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019 \(COVID-19\)](#). This CDC web page provides guidance on how to reduce spread among employees, respond if an employee becomes ill, educate employees on how they can minimize their risk at work, and maintain healthy business operations and a health work environment.
- CDC guidelines for [cleaning and disinfecting your workplace](#) including recommendations for routine cleaning, cleaning when an employee has been sick in the workplace, and recommendations for minimizing risk to environmental service employees.
- [OSHA overview](#): The OSHA web page provides information on preventing employee exposure to COVID-19. This information also includes helpful industry-specific (e.g. manufacturing, retail, etc.) links.
- [OSHA Standards](#): This web page contains updated OSHA standards and directives for compliance officers and other information about worker exposure including personal protective equipment (PPE) standards. Links to state-specific guidelines are available [here](#).

What about antibody testing?

Health officials do not have enough data to prove that antibody testing can aid in determining the health or level of protection of employees. Much has been said online about antibody testing, better known medically as serology testing, and its role in helping to return employees to the worksite. This testing detects antibodies produced by the body over time after exposure to a virus, but it is not known if current testing kits are accurate enough, which could leave employers and their workforce with a false sense of security.

There are several FDA Emergency Use Authorized (EUA) approved antibody tests available. **Any test used for diagnosis that has FDA EUA approval will be covered by Cigna if performed in a high complexity CLIA (Clinical Laboratory Improvement Amendments) Lab.** However, there are several more tests promoted online that do not have FDA EUA approval.

Challenges with antibody testing

As there are many gaps in the understanding of the value of antibody tests, they are not currently an effective tool for determining when it is safe for a person to return to work and do not serve as a reliable guide to relaxing social distancing or other infection prevention measures.

- Antibody tests are not diagnostic of acute COVID-19 infection.
- Antibody tests do not guarantee immunity to COVID-19, as it is unknown whether or not individuals can contract the virus more than once or, if they have immunity, how long it will last.

What should I do if an employee has COVID-19 symptoms?

Common [symptoms](#) of COVID-19 include fever, cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, and new loss of taste or smell.

Separate sick employees

- Consider [signage](#) prior to entering the worksite reminding employees of the symptoms that require screening.
- **Without delay, separate employees who appear to have symptoms** (i.e., fever, cough, or shortness of breath) upon arrival at work or who become sick during the day
- **Employees showing symptoms should be sent home and instructed to contact a healthcare professional** regarding next steps for evaluation and treatment.

If an employee is confirmed to have COVID-19 infection, employers should inform fellow employees of their possible exposure to COVID-19 in the workplace but maintain confidentiality as required by the EEOC and ADA to remain in compliance with the law. The employer should instruct employees about how to proceed based on guidance from the CDC and local health officials, which could include self-isolation and testing.

When to seek medical attention

If a person develops any of these **emergency warning signs*** for COVID-19, get **medical attention immediately**:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion or inability to arouse
- Bluish lips or face

Call 911 if you have a medical emergency: Notify the operator that you have, or think you might have, COVID-19. If possible, put on a cloth face covering before medical help arrives.

**This list is not all inclusive. Please consult a medical professional for any other symptoms that are severe or concerning to you.*

For employees with a sick household member or close contact with COVID-19

If an employee is exposed to a person with known or suspected COVID-19 in the following settings:

- Household member
 - Intimate partner
 - Individual providing care in a household
 - Individual who has had close contact (less than 6 feet) for a prolonged period of time (defined as any exposure greater than a few minutes)
- AND
- The employee's exposure occurred while the sick person had symptoms or 48 hours prior to symptoms. Exposure also includes employees who've been in contact with individuals who were supposed to continue home isolation, but disregarded that prescribed end date for whatever reason.

In these situations, the CDC recommends the exposed employee:

- Stay home until 14 days after last exposure and maintain social distance (at least 6 feet) from others at all times
- Self-monitor for symptoms
 - Check temperature twice a day
 - Watch for fever, cough, or shortness of breath, and other COVID-19 symptoms
- Avoid contact with people at higher risk for severe illness, unless they live in the same home and had same exposure
- Follow CDC guidance if symptoms develop

When can employees safely return to the worksite after being diagnosed with COVID-19?

Review the CDC website for the most up to date guidelines as recommendations for isolation are evolving and the medical and scientific community learns more about this virus.

For Persons with COVID-19 under Isolation AT HOME:

The decision to discontinue isolation should be made in the context of local circumstances.

The CDC recommends two possible options to discontinue self-isolation for patients who have been diagnosed with COVID-19. Options include

- 1) A non-test-based strategy
- 2) Test-based strategy

1. The *non-test-based strategy* bases recommendations on the time since the person initially AND most recently had symptoms of COVID-19.

Individuals with COVID-19 who have symptoms and were directed to care for themselves at home may discontinue isolation if all of the following conditions have been met:

- At least three days (72 hours) have passed *since recovery* defined as absence of fever without the use of fever-reducing medications, such as acetaminophen or ibuprofen, **and**
- Improvement in cough, shortness of breath, and other COVID-19 symptoms **and**
- At least seven days have passed *since symptoms first appeared*.

2. The *test-based strategy* recommendations rely on the availability of testing for the COVID-19 virus.

Individuals who have COVID-19 symptoms and were directed to care for themselves at home may discontinue isolation when all of the following conditions have been met:

- Resolution of fever without the use of fever-reducing medications, such as acetaminophen or ibuprofen, **and**
- Improvement in e.g., cough, shortness of breath, and other COVID-19 symptoms **and**
- Negative results of an FDA-Authorized molecular test for COVID-19 (i.e. no COVID-19 virus detected) from at least two consecutive all tests collected at least 24 hours apart for a total of two negative specimens.

Persons with laboratory-confirmed COVID-19 who have not had any symptoms may discontinue isolation when:

- At least 7 days have passed since the date of their first positive COVID-19 diagnostic test and
- They have had no subsequent illness provided they remain asymptomatic.

For three days following discontinuation of isolation, these persons should continue to limit contact (stay at least six feet away from others) and limit potential dispersal of respiratory secretions by wearing a covering for their nose and mouth whenever they are in settings where others are present. In community settings, this covering may be a barrier mask, such as a bandana, scarf, or cloth mask.

For persons suspected of having COVID-19 who were never tested, the decision to discontinue isolation is made using the *non-test-based strategy* described above.

The CDC adds the following footnote to these recommendations:

This recommendation will prevent most but cannot prevent all instances of secondary spread. The risk of transmission after recovery, is likely substantially less than that during illness; recovered persons will not be shedding large amounts of virus by this point if they are shedding at all. Certain employers can choose to apply more stringent criteria for certain returning workers where a higher threshold to prevent transmission is warranted. These criteria can include requiring a longer time after recovery or requiring they get tested to show they are not shedding virus. Such persons include healthcare workers in close contact with vulnerable persons at high-risk for illness and death if those persons get COVID-19. It also includes persons who work in critical infrastructure or with high-value human assets (e.g., military) where introduction of COVID-19 could cause major disruptions or reduce national security. Lastly, persons who have conditions that might weaken their immune system could have prolonged viral shedding after recovery. Such persons should discuss with their healthcare provider how best to assess if they are safe to return to the worksite; this might include getting tested again to show that they are not shedding virus.

All test results should be final before isolation is ended. Testing guidance is based upon limited information and is subject to change as more information becomes available.

What information scams and fraud schemes exist?

Stealing personal information can come in many forms

It's important for employers and their employees to watch for the various social engineering tactics, such as email phishing and phone-based fraud. Suspicious emails and attachments, especially if from a questionable or unknown source; claim to be from health services providers or companies (such as Cigna) or health organizations such as the CDC, WHO, or experts saying that have information about COVID-19.

Tips:

- For the most up-to-date information about COVID-19, remind employees to visit websites directly and not through suspicious links in email.
- Never click on links embedded within email messages from unfamiliar senders. These could download viruses onto your computer or device.
- Employees should avoid online offers for any medications for COVID-19. There are currently no prescription or over-the-counter products available to treat or cure COVID-19 – online or in stores.
- Employees should know that Cigna would never ask for highly sensitive data or information by email.
- Remind employees they should not provide highly sensitive data or information over the phone unless certain the person is confirmed to have the authority to collect it.
- If unsure about a communication coming from Cigna, clients should reach out to their Cigna representative. Customers should call the number on the back of their Cigna insurance card.

Beware of fraudulent test kits and treatments

The FDA is actively and aggressively monitoring for any firms marketing products with fraudulent COVID-19 diagnostic, prevention, and treatment claims as part of the ongoing efforts to protect public health during this pandemic. As a result of these activities, the agency has discovered fraudulent products with claims to prevent, treat, mitigate, diagnose or cure COVID-19.

It's important to recognize that home testing has not been approved by the FDA as of the date of publishing this document.

Learn more at [Fraudulent Coronavirus Disease 2019 \(COVID-19\) Products](#).

Helpful resources for employers

State and Local Health Departments

In addition to federal guidelines, several states and local health departments have resources to provide additional information on COVID-19. The CDC provides a link to accredited State Departments of Health here. The National Association of County and City Health Officials (NACCHO) provides links to local health departments here.

CDC main COVID-19 website:

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

OSHA COVID-19

<https://www.osha.gov/SLTC/covid-19/>

EEOC COVID-19

<https://www.eeoc.gov/coronavirus/>

Cigna resources

<https://www.cigna.com/COVID19>



Together, all the way.®

All Cigna products and services are provided exclusively by or through operating subsidiaries of Cigna Corporation.

948704 04/20

Content is for informational purposes only. Please follow official guidance provided by local health authorities and government officials when developing reopening plans to meet the unique needs and characteristics of each location and workforce population.