

REGULAR MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, February 4, 2020 – 7:00pm
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT

Members Present: Robert Hellstrom, Deputy Selectman; William O'Brien Selectman; Lisa Napolitano, Selectman; Judy Ortiz, Selectman.

Members Absent: Steven M. Everett, First Selectman

Also Present: Mark Walter, Town Administrator; Beverly Ciurylo Finance Director; Marc Volza, Parks and Recreation Director.

CALL TO ORDER: R. Hellstrom called the meeting to order at 7:00 pm.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
2. **APPROVAL OF AGENDA:** R. Hellstrom MOVED to Modify New Business in the Agenda 6.1 to read Town Administrator Presents Highlights of FY 20/21 Budget with Discussion and Workshop to follow and 6.2 will be the Recreation Director and Recreation Commission will be available for questions concerning their budget. MOTION CARRIED. 4.0.
3. **APPROVAL OF MINUTES:**
 - 3.1 **BOS Meeting Minutes for January 21, 2020.** L. Napolitano MOVED to Approve the BOS Meeting Minutes for January 21, 2020. MOTION CARRIED 4.0.
4. **AUDIENCE OF CITIZENS:** None.
5. **OLD BUSINESS:** None.
6. **NEW BUSINESS:**
 - 6.1 **Town Administrator Presents Highlights of FY 20/21 Budget with Discussion and Workshop to follow:** M. Walter reviewed the notable increases and decreases of the FY 20/21 Budget. He stated that salaries will be addressed in next week's budget workshop meeting.

Operating Budgets:

M. Walter explained that there is a placeholder of \$59,000 in the Group Insurance line because we are not sure what the increase will be until sometime in February. He stated that the placeholder is a worst-case scenario.

Information and Technology has an increase of \$13,600 in the professional/technical line because of a new security audit that will provide security training for employee's, new email archiving system, new password protocol and other IT security measures to protect the Town from cyber-crime. M. Walter stated that the school has already implemented this security audit.

M. Walter explained that the Registrar of Voters salary line may go up because of the presidential primary and election and he said he will check on this before the next meeting.

Financial Planning and Auditing will be going down by \$2,000 due to an auditing reduction because we do not have to perform a GASB 75 Disclosure on post-employment benefits.

Eastern Highland Health District will have a 4% increase \$1,244.

Social Services will have an increase for a Social Worker. M. Walter has been working with AHM and Access Agency to look into the salary range and implementation of a Social Worker. The benchmark we are working from are from \$20,000 to \$40,000. We have not received any proposals yet.

Elderly services include a proposed expenditure of \$50,000 for one van driver and one dispatcher. At the next meeting he will have more information on the budget once we expand to 5 days a week van service for the whole year.

The Senior Center had minor changes with no significant increase

AHM needs an increase of \$2,275 at 5%. This is the first significant increase in several years.

Police Protection has a 2% increase and it is anticipated that there should not be a large increase.

The Columbia Volunteer Fire Department's operating budget requests remained the same. The Fire Department will present their budget at the next workshop and the biggest increase will be in the capital budget.

In the next Budge Workshop discussion there is a request for an Assistant to the Emergency Management Director with a small stipend of \$3,000.

Public Works Maintenance Services has a decrease of \$9,000.00 in the Contracted Services for landscaping. M. Walter explained that this year the Town is considering bringing these services into a public works summer position. There is an increase of \$15,000 in the Repairs and Maintenance line is due to several pieces of equipment.

Waste disposal has an increase of \$3,000 in Contracted Services due to an increase in charges for brush disposal because of all the tree removals that Public Works Department is doing.

Public Celebrations has an increase of \$4,500. This increase is for the Occum monument that will be placed behind the Moor's Charity school. We have received one quote and are currently waiting for more quotes.

The Saxton B. Little Free Library has requested a 3% increase primarily due to health care and salary increases. Increase requested is \$12,288.

Lake Management Authority Commission (LMAC) has an increase in the Professional/Technical line of \$8,500. The increase includes \$18,000 for water analysis and \$3,000 for the treatment of Phragmites. The water analysis is up because of the need to test for cyanobacteria management and will require equipment to perform this work. M. Walter explained that we are holding off on

purchasing testing equipment and are looking into having Marine Patrol staff take the water samples and send out for testing.

The proposed FY 20/21 expenditure for Contingency is at \$78,000.

M. Walter stated that the Animal Control officer has tendered her resignation. We will be looking for a replacement or to merge with another town.

Capital Budgets:

M. Walter explained that the FY 2019/20 appropriation is \$997,000 with a proposed FY 20/21 appropriation at \$1,305,125.

Road Resurfacing for FY 2019/20 is at \$214,000 with proposed FY 20/21 at \$263,000. This includes the cost of overlay for Lake Road, the painting of double yellow lines, and road repairs (crack sealing).

The second installment for the box culvert replacement on Hunt Rd. is at \$175,000.

The Recreation Area Improvement Capital budget for FY 19/20 was funded for \$115,000. The new road at Rec Park is almost done and the extension of the road/2 parking lots and guardrail will be started after the winter in the Fall of 2020. FY 20/21 proposed expenditures are \$235,000 consisting of \$100,000 for a maintenance building and parking lot, \$55,000 to add to the existing playscape, \$5,000 for site preparation, \$35,000 for the Pavilion (originally this was budgeted in the FY18/19 budget but was re-allocated for tennis and basketball court), \$35,000 for pickle-ball court and \$5,000 for a Bocce court.

Recreation Area Beach Capital's proposed budget for FY 20/21 is \$16,625 to finish the parking lot guardrails.

Town Networking FY 20/21 proposed budget includes \$8,000 for a new website. This includes \$6,000 for design, development and implementation phase, and \$2,000 for annual hosting, maintenance and customer support.

Department of Public Works Capital Equipment FY 20/21 proposed expenditures is \$146,500 and the previous year was \$126,500. This includes ½ replacement of the 2005 Peterbilt dump truck allocation 2 of 2, replacement 1990 trailer for paying box, dozer, vehicle for Public Works Director. The DPW Director's pickup truck will go to the Foreman.

Transfer Station proposed expenditure is for \$8,000 to replace a 40yd steel container.

DPW Capital Improvement Buildings total FY 20/21 proposed expenditure is \$115,000 which includes heating and cooling system replacement and /or upgrade at the Senior Center; replace two roof top units at the Finance Dept Annex Building; roof replacement at the New Firehouse apparatus bays, new tables and chairs in the Town Hall Conference Room, and Building and a small Land Use office renovation.

The bridge on Hop River Bridge proposed expenditure includes the allotted \$46,000 for 2019 to 2023. This includes the engineering for the rehab of the bridge. The total cost is estimated to be \$3,000,000. The Federal Bridge program pays 80%, the Towns pay 20%. Coventry to pay 69.56% and Columbia to pay 30.44% (\$182,640).

Future projects include the culvert bridge on Latham Hill. Future projected costs are \$350,000 to \$450,000.

The bridge on Roses Bridge Rd. is pending final invoicing in 18/19. As of 1/29/19, the state has not completed the sign-off on the bridge project. The balance in capital will be carried forward to 19/20.

Hazardous Tree Removal FY 20/21 proposed budget is \$100,000. This was at \$25,000 this year, but through the General Fund we have added another \$75,000 this year.

Senior Center Furnishings & Kitchen proposed FY 20/21 capital budget is \$11,500. This includes desks for 2 Dispatchers & the Director, ice maker, handicap bathroom doors and commercial oven range.

Columbia Volunteer Fire Department (CVFD) is on 3rd installment for the replacement of Rescue 105. The CVFD has received quotes on leasing \$150,000 that we are short that was not budgeted. CVFD will discuss at the next budget workshop.

M. Walter explained that we went up 1.21% on the Grand List or \$5,930,042 increase in assessed value.

6.2 Recreation Director and Recreation Commission will be available for questions concerning their budget:

M. Volza explained that the capital request for \$100,000 includes a new maintenance building because the Public Works crew does not have adequate storage for the equipment used for Rec Park. This new building would allow for a centralized location that serves the purpose now and in the future. M. Volza explained that they would like to replace the concession stand in the future and he noted that the building will need to be ADA assessable.

M. Volza stated that the \$55,000 for the playscape includes a ADA component slide for children with Cochlear Implants. He explained that when a child slides down a plastic slide, static electricity is generated. When the static electricity builds up there is an Electrostatic Discharge that can, in rare cases, affect the external transmitter of a Cochlear Implant.

M. Volza explained that the site prep of \$5,000 includes signs and fencing around construction area.

The request for \$35,000 for the Pavilion was moved to FY 20/21 because the original budgeted expenditure was re-allocated to resurface the tennis court and replace the basketball courts. The Pavilion is slated to be built behind the playground structure.

M. Volza explained that the Bocce court would replace the small portion of exiting parking lot between playscape and softball field. The old swing set and metal jungle gym will be taken out.

Bryan Tarbell, 113 West St. commented that the fields at Rec Park are kept in great shape and he stated that it makes sense to have a new maintenance building that is easily assessable and convenient for the Public Works crew. He expressed concern that if the jungle gym was taken out that something should replace that since kids really enjoy climbing. He stated that the Bocce Court is great for adults, but maybe kids would not like it.

M. Volza responded that the existing units/playground have other options to add climbing structures that would be a safer alternative to the metal jungle gym. He stated that there is a “mega tower” that you can change the pieces out, allowing for different climbing units with a sequence of towers

R. Hellstrom acknowledged two residents who wished to speak.

Brian Pederson, 211 Rte. 66 stated that the Rec Park improvements have gained momentum and implored that the Town keep going with the funding to continue the momentum.

Christine Sposito, 62 Doubleday Rd. stated that the playscape was cut last year and the Pavilion had to be put off. She stated that she is in support of additional funding for the Rec Park improvements and recoup the money that was cut.

7. COLUMBIA LAKE / DAM / BEACH: None

8. APPOINTMENTS / RESIGNATIONS:

8.1 Approval to Appoint Leslie Brand to the Szegda Farm Committee. R. Hellstrom MOVED to Add Leslie Brand to the Szegda Farm Committee. MOTION CARRIED 4.0.

8.2 Approval to Re-Appoint Mark Walter to the Eastern Highland Health District Board. R. Hellstrom MOVED to Re-appoint Mark Walter to the Eastern Highland Health District Board. MOTION CARRIED 4.0.

9. TOWN ADMINISTRATOR REPORT:

9.1 Eversource Notification – Overview of 2020 Transmission Line Work in Columbia. M. Walter explained that Eversource sent the Town a notification that Eversource will be conducting various activities associated with transmission line maintenance in CT throughout the year. He explained that Eversource may also reach out to talk with property owners in Columbia about topics such as securing off-right-of-way access on their properties.

9.2 CIRMA Award: M. Walter explained that the Town received an award for Excellence in Risk Management with a \$2,500 grant.

10. CORRESPONDENCE:

10.1 Town of Columbia Audited Financial Statement

10.2 CCM 2019 Annual Report

10.3 Article in The Chronicle “Columbia to vote on park expansion and funding for the removal of trees”

10.4 Article in The Chronicle “Columbia Oks high school contract”

10.5 Article in The Chronicle “Columbia woman deeply involved in town”

10.6 Article in The Chronicle “Exhibit shows beauty of peace”

11. BUDGET:

11.1 Transfers: L. Napolitano MOVED to Approve Transfers Totaling \$138.00.

TRANSFER #/AMOUNT	FROM A/C# DESCRIPTION	TO A/C# DESCRIPTION
2020-015/138.00	10-4112-130/Legal Notices	10-4560-130/Legal Notices

MOTION CARRIED 4.0.

11.2 Refunds: L. Napolitano MOVED to Approve Refunds Totaling \$372.45

AMOUNT	FROM	TO
\$200.73	TOWN OF COLUMBIA	Cab East LLC
\$171.72	TOWN OF COLUMBIA	Cab East LLC

MOTION CARRIED 4.0.

12. APPROVE PAYMENT OF BILLS: L. Napolitano MOVED to Approve the Payment of Bills Totaling \$61,451.97 consisting of 2019-2020 Emergency, 2019-2020 Regular, Credit Card and Paychex. MOTION CARRIED 4.0.

13. AUDIENCE OF CITIZENS: Christine Sposito, 63 Doubleday Rd. stated that she is in support of the Columbia Volunteer Firehouse request for the new reserve truck.

14. BOARD MEMBER COMMENTS: L. Napolitano suggested the Town look to see if we can share lake testing equipment with nearby towns.

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). None.

16. ADJOURNMENT: R. Hellstrom MOVED to Adjourn at 8:00 pm. MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted by Jennifer C. LaVoie

.