

**REGULAR MEETING MINUTES**  
**COLUMBIA BOARD OF SELECTMEN**  
**Tuesday, June 19, 2018 – 7 pm**  
**Adella G. Urban Administrative Offices Conference Room**  
**323 Route 87, Columbia, CT**

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

**Members Absent:** First Selectman, Steven M. Everett; Selectman, Robert Bogue.

**Also Present:** Town Administrator, Mark B. Walter; Finance Director, Beverly Ciurylo

**CALL TO ORDER:** R. Hellstrom called the meeting to order at 8:03pm

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
2. **APPROVAL OF AGENDA:** R. Hellstrom MOVED to add to the Agenda under Old Business: 5.2, July & August Historical Boat Tour and to Approve the remaining Agenda. MOTION CARRIED 3.0.
3. **APPROVAL OF MINUTES:**
  - 3.1 **BOS Regular Meeting Minutes for June 5, 2018.** W. O'Brien MOVED to Approve the BOS Regular Minutes for June 5, 2018. MOTION CARRIED 3.0.
4. **AUDIENCE OF CITIZENS:** Ann Dunnack, Shirley King, Joan Hill
5. **OLD BUSINESS:**
  - 5.1 **CT. Solar Lease 2:** M. Walter explained that we are refunding taxes to CT Solar Lease II, LLC for \$2,182.37. The refund is because the tax assessment appeal was resolved by stipulated judgement.
  - 5.2 **July & August Historical Boat Tour.** M. Walter explained that this issue was tabled last BOS meeting and it is advised that the BOS close the issue. R. Hellstrom MOVED to close the issue by stating that the BOS is not sponsoring or responsible for the event and wish the Historical Society well on the Historical Boat Tour this July and August. MOTION CARRIED 3.0.
6. **NEW BUSINESS:**
  - 6.1 **On-Call Engineering Services.** M. Walter explained that George Murphy, DPW Director, Paula Stahl, Planning & Zoning Officer and M. Walter reviewed over 24 submittals for the RFQ/P that was issued in May for On-Call Consulting and Engineering Services and that they decided after careful and thorough review of all the firms that they recommend to award, Anchor Engineering as the On-Call Consultant. A. Dunnack asked what the On-Call Services entailed, and M. Walter explained that this contract would be for on-call engineering services for projects that we may need an engineering firm to provide the town. This could include a variety of services that fall under the three categories of General Engineering, Environmental Engineering and Highway/Roads Engineering. R. Hellstrom MOVED to Approve Anchor Engineering Services, Inc. as the On-Call Consulting & Engineering firm for services

that include General Engineering including Architectural, Mechanical, Electrical, Structural and Plumbing, Environmental Consulting and Engineering, and Highway, Roads and Transportation Consulting Engineering. MOTION CARRIED 3.0.

- 6.2 **Renewal for The Access Agency for Fiscal Year 2019.** M. Walter explained that the Access Agency provides direct client services to the Town of Columbia residents that include; Energy Assistance, Emergency Food, Crisis Intervention, Assistance with DSS Assistance, Weatherization Services, Financial Literacy/Budgeting Assistance, Renters Rebate Application Assistance, and Information and Referral. R. Hellstrom MOVED to enter into a renewal contract with The Access Agency for Fiscal Year 2019. MOTION CARRIED 3.0.
7. **COLUMBIA LAKE / DAM / BEACH:** None
8. **APPOINTMENTS / RESIGNATIONS:** None
9. **TOWN ADMINISTRATOR REPORT:**
- 9.1 **2018 Statewide Emergency Planning and Preparedness Initiative (EPPI) Exercise.** M. Walter explained that an EPPI exercise will be held on Wednesday, June 20<sup>th</sup> at the fire department. There will be key staff members from the town attending, including Horace Porter School Facilities Manager, Mike Sylvester; Fire Marshal, Mike Lester; Fire Chief, Peter Starkel; Emergency Management Coordinator, Jerry James; Department of Public Works Director, George Murphy; Finance Director, Beverly Ciurylo and Town Administrator, Mark Walter. The EPPI exercise is to practice safety protocols and procedures in the event of an emergency. M. Walter attended a seminar class on WebEOC Basic Training system can be used on a daily basis to monitor activity in the state and to manage incidents at the local, regional and state levels.
- 9.2 **Renewal and Amendment for the Purchase and Sale Agreement for Oberlander.** M. Walter updated the BOS on the renewal and amendment for the purchase and sales agreement for the Oberlander property. A new due date has been extended for closing to the end of the next fiscal year on June 30, 2019. Various compliance dates for closing conditions and closing date has been provided to the Oberlander attorney. The credit to the Town has been increased to \$6,500 to cover a portion of the anticipated increase costs that will incur due to the delay. M. Walter asked if any of the BOS would like to set up a formal walk of the property. L. Napolitano and W. O'Brien expressed interest in taking a guided walk of the property.
- 9.3 **Connecticut Resource Conservation & Development Area Annual Meeting.** M. Walter explained that he and Ann Dunnack went to the CT Resource Conservation & Development Area Annual Meeting that provided information on Working Forests: Southern New England Heritage Forest; Transportation Planning for Rural Economic Resilience and Tourism; Municipal Economic Resilience: Agriculture Feeds the Economy; and Rural Urban Connections: Air Line Trail & Opportunities for Economic Growth economic resources. M. Walter shared the information he received at the meeting with R. Hellstrom on economic resources for rural land.

**9.4 Town of Columbia Conservation and Agriculture Commission regarding proposed 3-town initiative to preserve/create a 1,000-acre community forest and update proposal to appraise the Markell property.** M. Walter stated that Honor Lawler and Ann Dunnack attended the meeting at the Town of Lebanon that concerned a recommendation to the Lebanon Board of Selectmen that an offer to purchase the development rights to 65 Trumbull Highway, which consist of 167+/- acres, be made subject to Federal, State, and Town funding. The motion was unanimously approved by the Lebanon Conservation and Agriculture Commission. Lebanon asked if Columbia would be interested in partnering with them on this purchase. L. Napolitano asked what the land would be used for. M. Walter said that it might be a good idea to have a recommended plan on what the town wants to do with the properties. A. Dunnack stated that what we want to use the land for may be dependent on grant money received. As an example, if we are utilizing the watershed grant this grant has certain stipulations. L. Napolitano stated that when we accept money this means we have to adhere to their rules and she stated she would rather use our own money.

**10. CORRESPONDENCE:**

**10.1 State Trooper’s monthly police services report.**

**10.2 Murphy House Railing Painting.**

**10.3 Hunger Action Team Food Basket Distribution.** The Hunger Action Team is holding a Food Basket Distribution of non-perishable items at Yeomans Hall on June 29, July 20, and August 17<sup>th</sup> from 3:30 to 4:00 pm. The non-perishable items are available for pick up after the Library Children’s Program.

**11. BUDGET:**

**11.1 Transfers:** W O’Brien MOVED to Approve the transfers totaling \$3,485.00.

<b>TRANSFER #/AMOUNT</b>	<b>FROM A/C#, DESCRIPTION</b>	<b>TO A/C#, DESCRIPTION</b>
10-4310-500/\$534.00	Prof/Tech	10-4130-600, Repairs/Maintenance
10-4112-040/\$666.00	Group Insurance	10-4320-500, Prof/Tech
10-4350-710/\$55.00	Professional Improvement	10-4350-300, General Supplies
10-4420-110/\$23.00	Postage	10-4420-300, General Supplies
10-4520-130/\$1,350.00	Legal Notices	10-4420-630, Rental
10-4420-515/\$125.00	Contracted Services	10-4520-010, Salaries-Inland/Wetlands
10-4630-110/\$400.00	Postage	10-4630-500, Prof/Tech
10-4630-300/\$391.00	General/Supplies	10-4630-500, Prof/Tech
10-4660-811/\$66.00	Mach/Equip <\$5,000	10-4660-300, General Supplies
<b>TOTAL:\$3,485.00</b>		

MOTION CARRIED 3.0.

11.2 Refunds: R. Hellstrom MOVED to approve the refund of \$2,202.96.

<b>AMOUNT</b>	<b>FROM</b>	<b>TO</b>
\$2,182.37	Town of Columbia	CT Solar Lease II, LLC
\$20.59	Town of Columbia	VW Credit Leasing, LTD
<b>TOTAL: \$2,202.96</b>		

MOTION CARRIED 3.0.

12. **APPROVE PAYMENT OF BILLS:** R. Hellstrom MOVED to Approve the payment of bills totaling \$96,880.83 for 17/18 Emergency, 17/18 Regular, Credit Card and Paychex. MOTION CARRIED 3.0.

R. Hellstrom MOVED to Approve the payment for a \$20,000 for a Paver Box for the Public Works Department. MOTION CARRIED 3.0.

M. Walter explained paver box is in very good condition and it allows DPW the ability to do their own small paving jobs without having to call in a paving company. It also reduces having to borrow paving equipment from other towns. In addition, the paver box can lay down ground-up asphalt or stone dust to make walking trails.

13. **BOARD MEMBER COMMENTS:** L. Napolitano stated that she recently watched a documentary of small towns out west that closed their schools and over time the towns struggled to remain viable.
14. **EXECUTIVE SESSION: NONE**
- 14.1 **Real estate per State Statutes Section 1-200(6)(D); Pending Litigation per State Statutes Section 1-200(6)(B); Personnel per State Statutes Section 1-200(6)(A)**
15. **ADJOURNMENT:** R. Hellstrom MOVED to Adjourn the meeting at 7:58 pm.

Respectfully submitted by Jennifer C. LaVoie