

**TOWN OF COLUMBIA
REGULAR MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, September 17, 2019 – 7 pm
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT**

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

Absent: Jeff Viens, Selectman.

Also, Present: Director of Public Works, George Murphy, Department of Public Works, Brian Paul; Town Administrator, Mark Walter.

Audience of Citizens: Ann Dunnack, Susan Kristoff

CALL TO ORDER: S. Everett called the meeting to order at 7:00 pm.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.

2. **APPROVAL OF AGENDA:** S. Everett MOVED to Approve the Agenda with the following changes:
 - 3.1 Change to Approval of BOS Regular Meeting Minutes for September 3, 2019.

 - 5.2 Remove New Vendor for Website Services.

 - 5.3 Approve to Columbia Open Space request to approve funds from the open Space Capital Account for a A-2 Survey on property located at 0 Wells Wood Road.

 - 5.4 Add to approve the recommendation from Town of Columbia Chief of Police, legal traffic authority, for the additional signage for bicycle safety on Erdoni Road, Lake Road, and Hennequin Road.

 - 9.3 Change to Letter from Department of Public Health regarding Eastern Equine Encephalitis.

MOTIONED CARRIED 4.0

3. **APPROVAL OF MINUTES:**

Approval of BOS Regular Meeting Minutes for September 3, 2019. W. O'Brien MOVED to Approve the BOS Regular Meeting Minutes for September 3, 2019.
MOTION CARRIED 4.0

4. OLD BUSINESS:

- 4.1** Discussion with Public Works Director, George Murphy, on grounds maintenance. G. Murphy shared that the Town of Columbia does not apply non-certified, by the DEEP, chemicals to any of Town of Columbia grounds. Roundup has not been used since last fall. G. Murphy explained that Brian Paul is the licensed DEEP chemical applicator who was also sent to a conference on organic products. B. Paul indicated that organic products take many applications to get the desired results. B. Paul also indicated that the chemical “Burnout” is used at the school grounds and has limited effect. The use of propane flame is labor intensive and requires re-application. The Town has an Integrated Pest Management Plan (IPM) program and is very conscious and restrictive about not applying chemicals until needed. The chemicals used are safe for animals and humans when used properly. L. Napolitano indicated that it would be in the best interest of the residents to be notified in advance when chemical applications would be applied to the grounds and perhaps post on the Town’s website. S. Everett noted that it is good to notify the residents to keep them educated and informed. S. Everett referred the matter of the communication to the Town Administrator’s Office.

5. NEW BUSINESS:

- 5.1** Approval of Updates to the Job Descriptions for the Recreation Assistant and Director of Parks and Recreation. S. Everett MOVED to Approve changes to the Job Descriptions for the Recreation Assistant and Director of Parks and Recreation. MOTIONED CARRIED 4.0

- 5.2** **New Vendor for Website Services:** Removed from Agenda

- 5.3** **Columbia Open Space Survey Request** S. Everett discussed the memo from Honor Lawlor, Project Manager from Trust for Public Land. Discussions held on the cost to the town. W. O’Brien asked what the cost would be. A. Dunnack discussed the process of the funds between landowners. L. Napolitano shared with the board that the public does not know what is going on and the long-range plan with the Wells Woods properties and the State of CT. R. Hellstrom stated that the public does not attend meetings pertinent to this subject matter. S. Everett understood L. Napolitano’s concern for the public. The property is a vital piece and valuable to the Town and State. W. O’Brien MOVED to Approve the recommendation from the Columbia’s Open Space Committee to expend from the Capital Open Space account to fund an A-2 survey on the 0 Wells Wood property. MOTIONED CARRIED 2 YES; S. Everett, W. O’Brien, 1 NO; Lisa Napolitano, 1 ABSTAINED; R. Hellstrom.

- 5.4** **Safety Signage for Bicycles** S. Everett MOVED to Approve the recommendation from Town of Columbia Chief of Police, legal traffic authority, for the additional signage for bicycle safety on Erdoni Road, Lake Road, and Hennequin Road. MOTIONED CARRIED 4.0

6. COLUMBIA LAKE / DAM / BEACH:

6.1 Application for Construction of a Structure on or Over Columbia Lake-Albert and Cheryl Shifrin, 3 Sunnyslopes Road, Columbia, CT. Discussed between the Board and structure will be subject to the recommendation of LMAC members. W. O'Brien MOVED to Approve the Application for Construction of a Structure on or Over Columbia Lake-Albert and Cheryl Shifrin, 3 Sunnyslopes Road, Columbia, CT subject to recommendation of LMAC. MOTIONED CARRIED 4.0

6.2 Application for Construction of a Structure on or Over Columbia Lake-Daniel and Kathleen O'Neill, 48 Jonathan Trumbull Highway (Route 87), Columbia, CT. W. O'Brien MOVED to Approve the Application for Construction of a Structure on or Over Columbia Lake-Daniel and Kathleen O'Neill, 48 Jonathan Trumbull Highway, (Route 87), Columbia, CT. MOTIONED CARRIED 4.0

7. APPOINTMENTS / RESIGNATIONS:

7.1 Approval to Appoint Stephen Postemsky as Columbia's Assistant Burning Official. S. Everett MOVED to Approve to Appoint Stephen Postemsky as Columbia's Assistant Burning Official. MOTIONED CARRIED 4.0

7.2 Resignation of Shane Vertefeuille from the Columbia Recreation Commission. S. Everett MOVED to Accept Resignation of Shane Vertefeuille from the Columbia Recreation Commission. MOTIONED CARRIED 4.0

7.2 Resignation of Terri Lasota Current Board Clerk. S. Everett MOVED to Approve to ACCEPT Resignation of Terri Lasota Current Board Clerk. MOTIONED CARRIED 4.0

7.3 Approval to Appoint Susan Kristoff to Youth Services Committee. W. O'Brien MOVED to Appoint Susan Kristoff to Youth Services Committee. MOTIONED CARRIED 4.0

8. TOWN ADMINISTRATOR REPORT:

8.1 Update on 130 Pine St. Garage Addition. M. Walter stated that the proper permits and setbacks are complying and in line with the Town regulations.

8.2 Hiring of Florence Polek as Board Clerk. M. Walter introduced F. Polek as new Board Clerk.

9. CORRESPONDENCE:

9.1 State Police Monthly Report for August 2019. Board members discussed the report.

9.2 TVCCA's Letter of Acknowledgement for the Towns Contribution to the Senior Nutrition Program for 2019-2020 Fiscal Year.

9.3 Letter from Department of Public Health Regarding Eastern Equine Encephalitis. Board members discussed the one human and one horse that contracted the disease.

10. BUDGET:

10.1 Transfers: S. Everett MOVED to Approve a transfer of \$90.00 from the Professional/Tech account to the Contracted Services account.

TRANSFER #/AMOUNT	FROM A/C# DESCRIPTION	TO A/C# DESCRIPTION
2020-007 / \$ 90.00	10-4130-500 / Professional/ Tech	10-4130-515 / Contracted Services

MOTION CARRIED 4.0

10.2 Refunds:

S. Everett MOVED to Approve refunds of totaling to \$844.35

AMOUNT	FROM	TO
\$ 74.79	TOWN OF COLUMBIA	BERNARD J. & LUCY DRABEK
\$122.60	TOWN OF COLUMBIA	DUBE BRYAN P
\$583.20	TOWN OF COLUMBIA	ENTERPRISE FM TRUST
\$ 63.76	TOWN OF COLUMBIA	PARE FRANCIS J

MOTION CARRIED 4.0

11. APPROVE PAYMENT OF BILLS:

S. Everett MOVED to Approve the payment of bills totaling \$225,667.88 consisting of 2019-2020, Emergency, 2019-2020 Regular, Credit Card, and Paychex. MOTIONED CARRIED 4.0

12. AUDIENCE OF CITIZENS:

S. Kristoff introduced herself. She stated she has 31 years of experience as a food manager and 25 years working with youth. W. O'Brien MOVED to Appoint Susan Kristoff to Youth Services Committee. MOTIONED CARRIED 4.0

13. BOARD MEMBER COMMENTS: S. Everett reported he attended the federal agency round table sponsored by Windham Chamber of Commerce Federal Grant Opportunities and reported the ongoing information and programs.

14. 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).

14.1 Real Estate. The executive session opened at 8:02 pm. No action was taken. Executive session was adjourned at 8:22 pm.

15. ADJOURNMENT:

S. Everett MOVED to re-open regular meeting at 8:22pm. MOTION CARRIED 4.0. S. Everett MOVED to engage in testing the property associated with St. Columba Church located on Route 66 on Map 23, Lot 41. MOTION CARRIED 3.0 with W. O'Brien ABSTAINING.

S. Everett MOVED to ADJOURN the meeting at 8:24 PM. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted by Florence Polek