

Town of Columbia
Financial Planning and Allocation Commission
Special Meeting MINUTES
Wednesday, April 8, 2020
Adella G. Urban Administrative Offices Conference Room
And Zoon Video Conferencing
323 Route 87, Columbia, CT. 06237

Members Present: Chairman Ernie Sharpe, Kelly Peck, Jeff Viens, Judith Jordan, Brian Pedersen, Richard Szegda.

Members Absent: Mike Patel.

Also Present: Mark Walter, Town Administrator, Bev Ciurylo, Finance Director, Maria Geryk, Superintendent

1. **Call to Order:** E. Sharpe called the meeting to order at 7:10 pm.
2. **Pledge of Allegiance:** The Pledge of Allegiance
3. **Approval of Minutes:**
 - 3.1. **FiPAC Regular Meeting Minutes of November 20, 2019 and December 18, 2019.** R Szegda MOVED to Approve the Meeting Minutes for November 20, 2019. MOTION CARRIED 6.0. E. Sharpe MOVED to Approve the Meeting Minutes for December 18, 2019. MOTION CARRIED 6.0.
4. **Correspondence:**
 - 4.1. **BOS Meeting Minutes 12/18/19 (Special Meeting Minutes), 1/7/20, 1/21/20, 2/4/20, 2/11/20 (Special Meeting Minutes), 2/18/20, 3/3/20, 3/31/20.**
 - 4.2. **Fiscal Policy Board Minutes 11/13/19.**
 - 4.3. **Board of Education Minutes 12/9/19, 1/7/20.**
 - 4.4. **Tri-Board Meeting Minutes 12/18/19.**
 - 4.5. **Town Meeting Minutes 1/21/19.**
5. **Old Business:** None.
6. **New Business:**
 - 6.1 **Election of Officers.**

K. Peck nominated E. Sharpe for Chairman with Jeff Viens seconding. There was no discussion. E. Sharpe was voted in as Chairman 6-0.

B. Pedersen nominated R. Szegda for Vice Chairman. J. Viens nominated K. Peck for Vice Chairman. A vote was taken which ended in a tie. J. Viens, K. Peck and J. Jordan Voted in Favor of K. Peck as Vice Chairman. R. Szegda, B. Pedersen and E. Sharpe Voted in Favor for R. Szegda. E. Sharpe MOVED to Appoint R. Szegda and K. Peck as Co-Vice Chairmen to be seated in an alternating fashion. MOTION CARRIED 6.0.

6.1. **Appointment of the 19/20 Auditors.** B. Ciurylo stated that King, King & Associates, P. C. are the Town's current Auditors for the Town of Columbia, Columbia Board of Education and the Saxton B. Little Free Library. She mentioned that FiPAC will need to approve the auditors for the 19/20 Town Audit. J. Viens MOVED to retain the current Auditors. E. Sharpe SECONDED the MOTION. MOTION CARRIED 6.0.

6.2. **19/20 BOE Minimum Budget Compliance.** The 2019-2020 Minimum Budget (MBR) Report was provided to FiPAC members in their packet. E. Sharpe stated that the Columbia Board of Education is in compliance of MBR based on a new calculation and that we have some flexibility this year in reducing the budget.

6.3. **BOE Non-Lapsing Account Language Update.** E. Sharpe stated he feels that the Memorandum of Agreement (MOA) with the BOE and FiPAC is fine. He stated that the Board of Education (BOE) would like the MOA updated to reflect the new statutory rate change from 1% to 2%. B. Ciurylo said she will work with Maria Geryk on making the updates to the MOA including updating the wording to statutory rate so that the changes to the MOA will not be needed if the State changes the rate again. She will present the updated MOA to FiPAC in next month's FiPAC meeting.

6.4. **State Executive Orders regarding Budget Approvals and Town Meetings – discussion and motion approval.** M. Walter explained that Executive Order 7I allows BOS and FiPAC the ability to pass a budget and set the mill rate without a Public Meeting. He also explained that Executive Order 7S allows towns to also pass budget requirements for transfers and allows for spending up to 1% of our budget without a Town Meeting. Since the State is not allowing Town Meetings at this time due to the COVID-19 outbreak, he stated he has a motion ready for FiPAC approval pertaining to the purchase of the Inzinga property for Mono Pond State Park. It was already approved by the Board of Selectmen the previous night. This is also included in the transfers to be approved later in the agenda. K. Peck MOVED to have M. Walter read the Motion. R. Szegda

SECONDED the MOTION. MOTION CARRIED 6.0. M.

Walter read the motion.

WHEREAS, the Board of Selectmen had previously called a Special Town Meeting to be held on Tuesday, April 7, 2020 to act upon the proposed appropriation of \$30,000 from the open space land acquisition account to be applied toward the purchase price of the Inzinga/Bauer property 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 Financial Planning and Allocation Committee has determined that the appropriation of the funds to be applied to the open space purchase is in the best interest of the Town,

NOW THEREFORE, BE IT

RESOLVED: That the Town shall appropriate the sum of \$30,000 from Open Space Land Acquisition, Capital Account #20-6388-013 as a capital contribution to be applied toward the purchase price of a certain parcel consisting of approximately 99.5 acres of open space land located in the Town of Columbia owned by Russell P. Inzinga, Trustee and the Estate of Angeline I. Bauer and located at Wells Wood Rd. (Lot 51 on Assessor's Map 38)..

MOTION CARRIED 6.0.

- 6.5. **Overview of Budget Documents.** E. Sharpe noted that in the packet is a table of contents outlining the parts of the budget document. R. Szegda stated that it would be very difficult to review the budget via online and is hoping to meet in person. Discussion ensued about how best to move forward in reviewing the budget via online.
- 6.6. **Discussion of Budget Meeting Calendar.** M. Walter explained an email for public input call PublicInput@columbiact.org was

created and also there is a chat feature in Zoom that the public can utilize during the Audience of Citizens section. Residents would have to state their name and address when providing public input. Discussion ensued about best approaches and appropriate discussions going forward in the current environment and about the timeline for public input. The next four meetings will be budget workshops. There is no date announcement for the Public Hearing and will be determined at later date. E. Sharpe stated that we have been provided an extension to complete our budget by the Governor until June.

- 7. Transfers.** B. Ciurylo explained the Transfer for \$26,669.00 is for the Town Facilities Walkways. The current walkway in front of the Town Hall is in need of repair. The walkway project also includes walkways that will connect to the Veteran’s Memorial and the Chapel. R. Szegda MOVED to APPROVE all Transfers as indicated. E. Sharpe Seconded.

TRANSFER #/AMOUNT	FROM A/C# DESCRIPTION	TO A/C# DESCRIPTION
2020-016/ \$10,000.00	10-4410-515 Contracted Services	10-4410-010 DPW Salaries
2020-017/ \$750.00	10-4350-010 Lake Mgmt Salaries	10-10-4350-710 Professional Improvement
2020-018/ \$3,000.00	10-4132-500 Professional Tech	10-4160-300 Supplies
2020-018/ \$1,500.00	10-4112-040 Group Insurance	10-4160-300 Supplies
2020-019/ \$8,000.00	10-4112-040 Group Insurance	10-4113-500 Professional Tech
2020-022/\$1,000.00	10-4260-230 Electricity	10-4260-600 / Repairs/Maint
2020-023/\$2,000.00	10-4410-500 Professional Tech	10-4410-300 / Supplies
2020-024/\$3,545.00	10-4350-010 Lake Mgmt Salaries	10-4670-010 Salaries-Rec Dept.
2020-025 /\$26,669.00	10-4800-500 Contingency	20-6206-002 DPW Capital Improvements Bldgs
2020-026/ \$700.00	10-4112-460 Commercial Insurance	10-4112-240 / Fuel

MOTION CARRIED 6.0.

8. Next Meeting(s):

- 8.1. 04/15/20 FiPAC Meeting – Budget Presentation and Workshop
- 8.2. 04/22/20 FiPAC Special Meeting – Budget Workshop
- 8.3. 04/29/20 FiPAC Special Meeting – Budget Workshop
- 8.4. 05/06//20 FiPAC Special Meeting – Budget Workshop

- 9. Adjournment.** E. Sharpe MOVED to Adjourn the meeting at 7:56 pm.
MOTION CARRIED UNANIMOUSLY.