

**REGULAR MEETING MINUTES**  
**(to be approved at next BOS meeting)**  
**COLUMBIA BOARD OF SELECTMEN**  
*Tuesday, March 1, 2011- 7:00 pm.*  
**Adella G. Urban Administrative Offices Conference Room**  
**323 Route 87, Columbia, CT. 06237**

Selectmen Present: First Selectman Carmen Vance. Selectmen Richard Szegda, Rebecca Stearns, Robert Hellstrom and William O'Brien.

Also Present: Town Administrator Jonathan Luiz and others.

**CALL TO ORDER:** C. Vance called the meeting to order at 7:04 pm.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
2. **MINUTES: Minutes of 2/15/11-** R. Szegda MOVED to approve the minutes of 2/15/11. MOTION CARRIED 5:0. **Special Meeting Minutes of 2/24/11-** R. Stearns MOVED to approve the Special Meeting minutes of 2/24/11. MOTION CARRIED 5:0.
3. **AUDIENCE OF CITIZENS:** None.

*C. Vance MOVED to add item 7.1 to the agenda, entitled, "Appointment of Alternate to Board of Assessment Appeals" and to address the item immediately. MOTION CARRIED 5:0.*

**7. APPOINTMENTS/RESIGNATIONS:**

- 7.1 Appointment of Alternate to Board of Assessment Appeals (BAA):** Assistant to the Assessor Mary Latour stated that one of the members on the BAA has been absent from the past three BAA meetings, and that the member may miss more meetings in the future. M. Latour explained that the Chairman of the BAA would like the BOS to appoint an alternate to the BAA. W. O'Brien stated that he would be uncomfortable removing the member that has been absent from the Board before direct contact is made. M. Latour explained that numerous attempts have been made to contact this member, but no response has been received. M. Latour also said that the Chairman of the BAA wants an additional member added to the BAA, and that he is not looking to have anyone removed from the BAA. C. Vance suggested that one more attempt be made to contact this individual via certified mail. The BOS concurred. Discussion ensued regarding appointing an alternate to the BAA. M. Latour will be sending a certified letter to this member and J. Luiz will be looking into whether or not the BOS may appoint an alternate to the BAA.

**4. OLD BUSINESS**

- 4.1 Follow-up to the Special Town Meeting of February 28, 2011:** R. Szegda expressed disappointment with the outcome of the Town Meeting. He said that Pay-As-You-Throw was a good program. He stated that he feels the price of the transfer station stickers should remain the same and suggested extending the validity of the 2010 stickers that are being used until the end of April 2011. Discussion followed. R.

Stearns asked if it would be a possibility for stickers to be sold on-line. J. Luiz explained that on-line sale may be possible in the future, provided the Town gets the necessary technology. He stated that new stickers are in the process of being ordered and are expected to be received within 3-4 weeks. R. Szegda asked if residents will receive refunds for bags purchased and stated that he feels they should receive refunds for the purchase of bags that were not used. C. Vance stated that residents have known about the February 28, 2011 Town Meeting for a while and that she hopes residents would have considered that when making their bag purchases. Also, tracking the cash and the refunds creates work for staff who are already busy. C. Vance does not feel that unused bags should be refunded. Discussion followed. R. Szegda MOVED that the 2010 stickers remain valid until the end of April 2011 and that the new stickers be required as of May 1, 2011 and that sticker prices go unchanged. MOTION CARRIED 5:0. R. Szegda MOVED that the town reimburse residents for bags that have not been used and that the unused bags be brought to Town Hall for reimbursement. MOTION CARRIED 4:1:0 with C. Vance opposing.

## **5. NEW BUSINESS**

- 5.1 Refinancing of existing Town debt:** J. Luiz explained that FiPAC feels the BOS should pursue refinancing the existing Town debt. R. Szegda explained that he will support the refinancing of existing Town debt if this can be done in a way that does not increase the existing time frame. J. Luiz said that he and C. Vance could meet with Bond Counsel to receive advice about this matter. The BOS concurred.
- 5.2 Eastconn invitation to pool health care costs:** J. Luiz explained that new state law allows municipal entities to pool resources in order to achieve better health care savings. He is hesitant for the town to engage in an Eastconn pool at this time because the town received a decrease in next year's health insurance premiums. He stated that he does not feel there are or will be a lot of high claims and would like to see how things go over the next few years. Discussion followed.
- 5.3 Process for choosing a Town Attorney:** J. Luiz explained that the town received 15 RFP's for legal counsel. R. Szegda stated that cost, quality, availability are important aspects to look into when choosing a firm. J. Luiz explained that certain firms offer specific services but not necessarily all services that the town needs. R. Szegda asked if it would be possible to choose more than one firm and combine their services. J. Luiz said that such combination is possible. J. Luiz will put together an outline of the firms and their services, etc. for the BOS.
- 5.4 State Matching Grant Program for the Elderly and Disabled Demand Responsive Transportation:** W. O'Brien MOVED that the BOS adopt the following RESOLUTION with respect to the State Matching Grant Program for the Elderly and Disabled Demand Responsive Transportation: "Resolved, that the Columbia Board of Selectmen authorizes First Selectman Carmen Vance to negotiate and execute all necessary Agreement/Contract documents on behalf of the Town of Columbia with the Department of Transportation of the State of Connecticut and to affix the corporate seal." MOTION CARRIED 5:0.
- 5.5 Job Description for Meals-on-Wheels Driver:** R. Szegda MOVED to accept the job description as presented a Meals-On-Wheels Driver. MOTION CARRIED 5:0.

**6. COLUMBIA LAKE / DAM / BEACH**

**8. TOWN ADMINISTRATOR REPORT:** J. Luiz explained that Mark Coleman is keeping a close eye on the Lake’s water level due to the large amount of ice that is on the lake this time of year. He stated that M. Coleman is communicating with him almost weekly to ensure that the potential for dock damage is minimized. M. Coleman is opening the dam gate to allow a drop in the lake level as necessary. C. Vance asked about the snow piled high around the lake, and asked if it would make sense to move it elsewhere so it does not melt into lake. J. Luiz will speak to Public Works Director George Murphy about this. J. Luiz explained that the town is looking into a better meal program at the Senior Center. Lastly, he informed the BOS that the Rec Department is in the process of establishing the option for residents to pay on-line.

**9. CORRESPONDENCE**

**9.1 Letter from the Consultation Center to J. Rosenberg and J. Luiz:** R. Szegda stated that he feels that this program sounds great.

**9.2 Letter from Pepsi to Town Clerk**

**9.3 Letter from Columbia Lions to BOS**

**10. BUDGET**

**10.1 Refunds:** R. Szegda MOVED to approve the following refunds:

TO	FROM	AMOUNT
David Morascini	Town of Columbia	\$ 4.90
CoreLogic Real Estate Tax Service on behalf of Kenneth and Melinda Kivlin	Town of Columbia	\$ 292.02
Donald Favry	Town of Columbia	\$ 11.80
Judith Jordan	Town of Columbia	\$ 70.41
Michael Mellow or Linda Miano-Mellow	Town of Columbia	\$ 105.15

MOTION CARRIED 5:0.

**10.2 Transfers:** C. Vance MOVED to approve the following transfer:

AMOUNT	FROM	DESCRIPTION	TO	DESCRIPTION
\$135	10-4510-010	SALARIES	10-4510-750	CONFERENCE/ SEMINARS

MOTION CARRIED 5:0.

**10.3 Fiscal Year 2011 - 2012 Budget Workshop:** C. Vance stated that the Tax Collector expressed to her the numerous requests from residents for a 0% tax increase. J. Luiz explained that he is awaiting the amount of revenue that comes in for Eastern Highland Health District and will then provide that information to the BOS. C. Vance mentioned that there was a time when the town had its own sanitarian, and that may be something to look into for cost effective purposes. J. Luiz explained he spoke with the Facilities Manager in regards to the wall being proposed at the beach and that he said there

would be some sort of fencing put in place that would filter people down the walkway and away from the wall for safety purposes. J. Luiz discussed an increase in the Prof/Technical line item in Police Protection of \$9,713. He explained that this cost pays for a mandatory online connection to the Department of Public Safety. J. Luiz explained that the \$5,000 in the Finance budget has been removed because the BOE has paid this in the past and will continue to do so. He stated that Finance contracted services has increased by approximately \$500 for the alarm system. J. Luiz explained that fuel costs are still uncertain but will be locking in at a price tomorrow because he does not anticipate the fuel costs decreasing anytime soon. The BOS concurred. J. Luiz explained that return envelopes will remain in the budget for the Tax Collector. Lastly, J. Luiz spoke about the \$145,884 in the Capital Budget for the funding of development rights and explained that at this time, he feels this item should remain in the budget.

11. **APPROVE PAYMENT OF BILLS:** C. Vance MOVED to approve the Emergency Bills in the amount of \$508.84. MOTION CARRIED 5:0. R. Szegda MOVED to approve the Payment of Regular Bills in the amount of \$24,702.21. MOTION CARRIED 5:0.
12. **BOARD MEMBER COMMENTS:** None.
13. **EXECUTIVE SESSION: Real estate pursuant to CT State Statutes Section 1-200(6)(D); Pending Litigation pursuant to CT State Statutes Section 1-200(6)(B).** C. Vance MOVED to enter into Executive Session at 8:18 pm. Executive Session ended at 8:47 pm.

C. Vance MOVED to continue discussion of item 10.3, entitled Fiscal Year 2011-2012 Budget Workshop. MOTION CARRIED 5:0.

- 10.3 **Fiscal Year 2011-2012 Budget Workshop: (CONTINUED)** C. Vance MOVED to send the Fiscal Year 2011-2012 Operating Budget, as presented, to FiPAC. MOTION CARRIED 5:0.
14. **ADJOURNMENT:** C. Vance MOVED to adjourn. MOTION CARRIED 5:0. The meeting adjourned at 8:48 pm. The next meeting is scheduled for Tuesday, March 15, 2011 at 7:00 pm.

Respectfully submitted by Kimberly A. Bona