

**SPECIAL MEETING MINUTES**  
**(to be approved at next BOS meeting)**  
**COLUMBIA BOARD OF SELECTMEN**

*Tuesday, February 1, 2011*  
*Scheduled to begin immediately following the commencement of*  
*the Special Town Meeting scheduled for 7 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 7:11 pm. immediately following the Town Meeting.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was not recited due to the fact that it was recited at the start of the Town Meeting.
2. **MINUTES:** R. Szegda MOVED to approve the minutes of the 1/4/11 Regular Meeting. MOTION CARRIED 5:0.
3. **AUDIENCE OF CITIZENS**
4. **OLD BUSINESS**
- 4.1 **CL&P's voluntary "Midnight out" street light option:** J. Luiz explained that he tried seeking information from CL&P regarding whether or not particular street lights in town are necessary, but did not get any helpful feedback. J. Luiz suggested appointing a subcommittee which would research street lights in town and then make recommendations to the BOS as to street lights that they may be ideal for midnight turn off. C. Vance stated that she feels shutting some of the street lights off midnight may cause problems because some individuals may feel that lights should be kept on. R. Szegda feels that it would be a good idea to examine the since we have to be conscious of energy conservation. He also feels it is very important to be aware of safety issues. R. Hellstrom stated that he feels that street lights are there for a reason and should be left on. R. Stearns explained that she does not feel that shutting off street lights at midnight would be the best way to be energy efficient, and also expressed concern regarding the cost increase in the street lighting over the past years. R. Stearns asked if the Town of Lebanon has reported any negative issues since they have shut down some of the lights in town. J. Luiz said that based on his conversations with Joyce Okunuk, Lebanon's First Selectman, Lebanon has not encountered any negative issues associated with

turning off some of the street lights. C. Vance suggested revisiting this item come spring. The BOS concurred.

**5. NEW BUSINESS**

**5.1 Passport News:** J. Luiz stated that passports are no longer able to be processed in the same office that issues birth certificates. Since the Town Clerk's Office currently does both, the Town Clerk will be working with the Land Use Department Administrative Assistant and the Town Administrator's Administrative Assistant to train them on how to process passports. Going forward, the Town will be able to process passports in both the Administration Office and the Building and Land Use Department. Discussion followed.

**5.2 Establishment of a Special Town Meeting:** C. Vance MOVED to establish a Special Town Meeting on February 28, 2011 at 7:00 pm. to vote on the "Pay-As-You-Throw Trash Program." MOTION CARRIED 5:0. A Special Town Meeting is scheduled for Monday, February 28, 2011 at 7:00 pm. in the H. W. Porter Cafetorium.

**5.3 Capital Region Council of Governments (CRCOG) Electricity Bid:** J. Luiz explained that the Town's energy contract with Constellation New Energy will expire on December 31, 2011, and that the rates that the current contractual rates are high according to today's markets standards. He explained the town's opportunity to participate in the bidding process with the Capital Region Council of Government's Purchasing Council. J. Luiz explained the Purchasing Council's process. He also explained that a resident has, over the course of recent months, expressed interest in having his employer compete to supply Columbia's energy supply needs. J. Luiz shared information with the BOS that was provided by the resident concerning World Energy. He explained that the town can go with the CRCOG bid, or go out to bid to contract with an energy broker. Discussion followed. R. Szegda feels that going with CRCOG would be the way to get the best deal since all of the other towns and cities would have an opportunity to participate. R. Hellstrom concurred. C. Vance asked if this would pertain to only town buildings. J. Luiz said that the school may be included if the Superintendent allows for school participation. R. Stearns expressed support for a letter to be written to the Purchasing Council asking for a competitive process to take place concerning the Purchasing Council's selection of a broker. R. Szegda MOVED to authorize C. Vance to sign a contract or indicate that we will utilize CRCOG for purchasing electricity. R. Stearns asked how long the town would be locked in. J. Luiz explained 2 or 3 years, depending on the results of the bid. Discussion followed. The BOS will write a letter to CRCOG regarding the importance of having a competitive process to select an energy broker. The letter will offer the services of J. Luiz to ensure that such a competitive process takes place. MOTION CARRIED 4:0:1 with B. O'Brien abstaining.

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

**6.1 Letter from Mark Coleman to C. Vance concerning sign targeting boaters at Columbia Lake:** J. Luiz explained that the Lake Management Advisory Committee and the Lake Association are in the process of proposing a sign which will be placed at the Lake. He stated that the sign will contain information regarding the risk associated with bringing foreign vegetation into the lake that often gets attached to boats.

**6.2 Letter from M. Coleman to C. Vance concerning Lake Management Advisory Committee (LMAC) business:** The BOS reviewed the letter from LMAC that discussed the officers on LMAC.

**7. APPOINTMENTS / RESIGNATIONS**

**7.1 Letter from Judy Senkbeil to BOS:** The BOS discussed the letter from J. Senkbeil.

**7.2 Appointments to a Temporary School Building Committee:** The BOS discussed possible prospects for a Temporary School Building Committee. This item has been tabled until the next regular BOS meeting.

**7.3 Resignation letter from Dot Davis as Meals-On-Wheels Driver:** The BOS accepted the resignation letter of. D. Davis as Meals-On-Wheels Driver.

**7.4 Hire of Laurie Rogers as a Floater:** R. Szegda MOVED to hire Laurie Rogers as a Floater at a designated hourly rate. MOTION CARRIED 5:0.

**7.5 Hire of Marie Lynch as a Floater:** R. Szegda MOVED to hire Marie Lynch as a Floater at a designated hourly rate. MOTION CARRIED 5:0.

**7.6 Resignation of Kathleen Sideris as Assistant to Recreation Director:** The BOS accepted the resignation of K. Sideris as Assistant to the Recreation Director.

**8. TOWN ADMINISTRATOR REPORT:** J. Luiz explained he has been focusing much of his time and energy on the budget. He provided an update to the BOS on the overtime salary situation for the Public Works department in terms of it being impacted by snow clean-up. He stated solar panel contracts have been signed and delivered. He stated the architect's contract for the Library appears to be all set and should be signed and delivered tomorrow.

**9. CORRESPONDENCE**

**9.1 Letter from Troy & Banks to J. Luiz**

**9.2 Email correspondences between S. Riemann and J. Luiz**

**9.3 Town of Columbia Audited Financial Statements for the Fiscal Year 09-10**

**9.4 Eastern Highland Health District (EHHD) FY '09-'10 Audit**

**9.5 Moody's Bond Ratings**

**10. BUDGET**

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

TO	FROM	AMOUNT
CoreLogic on behalf of Jack and Nancy Millerick	Town of Columbia	\$ 2,838.96
CoreLogic on behalf of Richard and Joanne Robbins	Town of Columbia	\$ 2,267.87

MOTION CARRIED 5:0.

**10.2 Fiscal Year 2010-2011 Budget Analysis thru the 2<sup>nd</sup> Quarter:** J. Luiz reviewed the FY '10-'11 Budget Analysis with the BOS.

**10.3 Transfers:**

C. Vance MOVED to approve the following transfer:

AMOUNT	FROM A/C#	DESCRIPTION	TO A/C#	DESCRIPTION
\$ 1,007	10-4800-900	Contingency	10-4350-600	Repairs/Maint. – additional funds needed to cover cost of repairs to marine patrol boat.

MOTION CARRIED 5:0.

R. Szegda MOVED to approve the following transfer:

AMOUNT	FROM A/C#	DESCRIPTION	TO A/C#	DESCRIPTION
\$ 3,000	10-4800-900	Contingency	10-4260-230	Electricity – Additional funds needed to cover cost of electricity thru 6/30/11.

MOTION CARRIED 5:0.

R. Stearns MOVED to approve the following transfer:

AMOUNT	FROM A/C#	DESCRIPTION	TO A/C#	DESCRIPTION
\$ 20,000	10-4800-900	Contingency	10-4120-500	Prof/Tech- Additional funds needed to cover cost of legal expenses thru 6/30/11.

MOTION CARRIED 5:0.

R. Stearns MOVED to approve the following transfer:

AMOUNT	FROM A/C#	DESCRIPTION	TO A/C#	DESCRIPTION
\$ 400	10-4540-110	Postage	10-4540-300	Supplies – Additional funds needed to cover cost of supplies thru 6/30/11.

MOTION CARRIED 5:0.

R. Szegda MOVED to approve the following transfer:

AMOUNT	FROM A/C#	DESCRIPTION	TO A/C#	DESCRIPTION
\$ 100	10-4530-520	Printing	10-4530-720	Prof. Dues – Additional funds needed to cover cost of professional dues thru 6-30-11.

MOTION CARRIED 5:0.

11. **APPROVE PAYMENT OF BILLS:** R. Szegda MOVED to approve the payment of emergency bills in the amount of \$ 31,486.52. MOTION CARRIED 5:0. C. Vance MOVED to approve the regular payment of bills in the amount of \$ 62,648.03. MOTION CARRIED 5:0.
12. **BOARD MEMBER COMMENTS:** R. Szegda stated that in his capacity of the LIST committee, he will be doing a presentation on Friday, February 4, 2011 at WINCOG to discuss how by creating a Juvenile Review Board (JRB) may help in saving money.
13. **EXECUTIVE SESSION**
- 13.1 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 8:25 pm. with J. Luiz present to discuss pending litigation and real estate. R. Szegda left the meeting before the BOS discussed real estate. Executive Session ended at 9:01 pm.

C. Vance MOVED to add to the agenda the following item under New Business: "Authorization for the First Selectman to enter into agreements for surveying services, appraisal services and landscape architectural design services with respect to a potential purchase of property in Town." MOTION CARRIED 4:0 (R. Szegda was not present at this time).

**5. NEW BUSINESS (continued)**

- 5.4 Authorization for the First Selectman to enter into agreements for surveying services, appraisal services and landscape architectural design services with respect to a potential purchase of property in Town:** R. Stearns MOVED to authorize C. Vance to enter into agreements for surveying services, appraisal services and landscape architectural services with respect to a potential purchase of property development rights in Town, with the understanding that the purchase is ultimately contingent upon Town Meeting approval. MOTION CARRIED 4:0 (R. Szegda not present during this item).

*C. Vance MOVED to enter into Executive Session to discuss pending litigation at 9:00 pm. MOTION CARRIED 4:0. Executive Session ended at 9:05 pm.*

- 14. ADJOURNMENT:** MOTION to adjourn CARRIED UNANIMOUSLY. The meeting adjourned at 9:05 pm. The next regular meeting is scheduled for Tuesday, February 15, 2011 at 7:00 pm.