

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

Wednesday, April 13, 2011- 6:00 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 6:05 pm.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
2. **MINUTES: 3/15/11 Regular Meeting:** R. Stearns MOVED to approve the minutes of the 3/15/11 meeting. MOTION CARRIED 5:0.
3/31/11 Special Meeting: R. Stearns MOVED to approve the minutes of the 3/31/11 meeting. MOTION CARRIED 4:0:1 with R. Szegda abstaining.
3. **AUDIENCE OF CITIZENS:** None.
4. **OLD BUSINESS**
 - 4.1 **Review of Town Attorney Proposals:** The BOS discussed Town Attorney proposals. The consensus of the BOS was to interview the following firms: Halloran and Sage, LLP., Suisman Pachiro, P.C., Branse, Willis and Knapp, LLC. and Rose Kallor. J. Luiz and C. Vance will work on setting up an interview schedule.
 - 4.2 **Pole Attachment Agreement with CL & P:** Discussion regarding the proposed CL&P Pole Agreement. R. Szegda MOVED that the First Selectman be authorized to enter into the Pole Attachment Agreement with CL & P. R. Stearns expressed that it may be in the Town's best interest to address the issue of signing the agreement sometime in the future, since the Town currently has no need to attach to poles and because the conditions of the agreement might change for the Town's benefit sometime in the future. W. O'Brien expressed the same concern. MOTION CARRIED 3:2:0 with R. Stearns and W. O'Brien opposed.
5. **NEW BUSINESS**
 - 5.1 **Proclamation honoring the Columbia Minors Girls 2010 Recreation Softball Season:** Lauren Perrotti-Verboven told the BOS that the 2010 Columbia Minors Girls Recreation softball team, which was coached by Keith Lambert, won the district championship and went on to the state tournament. She feels that it would be very nice for the BOS to recognize the players' achievement via a proclamation. R. Szegda agreed that the team's achievement should be celebrated as well. R. Szegda MOVED to approve the following proclamation honoring the Columbia Minors Girls 2010 Recreation Softball Season:

Whereas, the All-Star Team Coached by Keith Lambert succeeded for the first time in capturing the District Championship and advancing to the State Tournament;

Whereas, the Columbia Board of Selectman recognizes and commends *the unparalleled skills and commitment of the Players, Coaches, Families, Little League Board and the Columbia Community that was demonstrated each and every practice and game;*

Whereas, the mission of the Columbia Little League was expertly brought to life by the all of the participants in the 2010 season and in particular by the Columbia 2010 All Star Team. The season encouraged local members of the community to rally around their players and make a commitment to support Local Community Recreation Activities throughout the year.

Therefore, we, the Columbia Board of Selectmen, do hereby proclaim this 2011 Opening Day of Columbia Little League as a day to celebrate these great accomplishments of 2010 by the Girls team and a day to look to a new season and the guaranteed opportunities that Little League creates for the success for every player and their coaches.

MOTION CARRIED 5:0. R. Szegda will read the proclamation to the girls' softball team on Opening Day, April 30, 2011 at 9:00 am.

C. Vance MOVED to immediately address New Business item 5.6 entitled, "Generator Grant Award." MOTION CARRIED 5:0.

- 5.6 Generator Grant Award:** Emergency Management Director Jerry James explained that the Town submitted a grant application to the State Department of Emergency Management and Homeland Security (DEMHS) last year but the town was not selected. He said that the town re-applied for the grant and that the result of the application was a grant award of \$50,000 towards the approximate \$80,000 cost of generator equipment and installation. J. James explained that in the event of power outages, a generator would allow for all Town Hall employees, including emergency management personnel, to continue working. Discussion followed. J. James explained that per DEMHS requirements, the generator installation would need to be completed by the end of August 2011. R. Szegda feels that while the installation of a generator at the Town hall would be a very good thing, the \$30,000 required by the Town to completely fund the project is quite a bit of money. J. Luiz suggested waiting a month or two to see how the current fiscal year BOS Operating Budget will likely end. The BOS concurred.
- 5.2 Contract renewal for Resident Trooper Services:** R. Szegda MOVED to accept the resolution as presented and to authorize the First Selectman to approve the contract renewal for trooper services as presented. MOTION CARRIED 5:0.
- 5.3 Certified Resolution concerning the \$ 150,000 STEAP grant for library expansion:** W. O'Brien MOVED to approve the following RESOLUTION:

WHEREAS, pursuant to C.G.S. Sec. 4-66 g, the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and

WHEREAS, it is desirable and in the public interest that the Town of Columbia make an application to the State for \$150,000 in order to undertake Expansion of the Saxton B. Little Free Library, Phase 2 and to execute an Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE Board of Selectmen

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by C.G.S. Sec. 4-66 g;
2. That the filing of an application for State financial assistance by the Town of Columbia in an amount not to exceed \$ 150,000 is hereby approved and that First Selectman Carmen L. Vance is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of The Town of Columbia.
3. That it adopts or has adopted as its policy to support the following nondiscrimination agreements and warranties provided in subsection (a)(1) of Connecticut General Statutes sections 4a-60 and 4a-60a, respectively, as amended by Public Acts 07-142 and 07-245, and for which purposes the “contractor” is Town of Columbia and “contract” is said Assistance Agreement:

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the state of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved.

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the state of Connecticut, and that employees are treated when employed without regard to their sexual orientation.

MOTION CARRIED 5:0.

5.4 Establishment of the Town Budget Meeting: C. Vance MOVED to establish the Town Budget Meeting for May 10, 2011 at 7:30 pm at H.W. Porter School Cafetorium. MOTION CARRIED 5:0.

5.5 Designation of the regional telecommunications service credit for Coordinated Medical Emergency Direction services: R. Szegda MOVED to authorize the town to designate the Willimantic Fire Switchboard as the recipient of the regional telecommunication service credit for Coordinated Medical Emergency Direction Services. MOTION CARRIED 4:0:1 with R. Stearns abstaining.

6. COLUMBIA LAKE / DAM / BEACH

6.1 Application for Constructing Structures on or over Columbia Lake by C. & B. O'Neill: W. O'Brien MOVED to approve the application of William and Carol O'Neill to install a new dock on their waterfront with the recommendations made by the Lake Management Advisory Committee (LMAC). MOTION CARRIED 5:0.

7. APPOINTMENTS / RESIGNATIONS

7.1 Hire of Denise Krom as Meals on Wheels Driver and Site Server: R. Szegda MOVED to hire Denise Krom as a Site Server at per diem rate of \$10.39 per hour contingent upon her background check meeting town approval. MOTION CARRIED 5:0. C. Vance MOVED to hire D. Krom as a Meals- on -Wheels at per diem rate of \$10.04 per hour contingent upon her background check meeting town approval. MOTION CARRIED 5:0.

7.2 Hire of Megan Ambrose as Meals on Wheels Driver and Floater: R. Stearns MOVED to hire Megan Ambrose as a Meals- on- Wheels Driver at a per diem rate of \$10.04 per hour contingent upon her background check meeting town approval. MOTION CARRIED 5:0. C. Vance MOVED to hire M. Ambrose as a Floater at a per diem rate of \$12.01 per hour contingent upon her background check meeting town approval. MOTION CARRIED 5:0.

8. TOWN ADMINISTRATOR REPORT: None.

9. CORRESPONDENCE

9.1 Email from S. Eiemann to J. Luiz: J. Luiz pointed out that there is a new case manager at the Senior Center and that former case worker Kevin Carbonneau is now at another Access Agency location.

9.2 Letter from R. Isner to C. Vance: W. O'Brien expressed concern regarding the letter and the reference to state statutes. Discussion followed. W. O'Brien's specific concern is that other state towns, particularly those with recycling performance inferior to that of Columbia, may not be receiving this type of letter.

9.3 Email from S. Rittner to J. Luiz

9.4 Letter from T. Boland to C. Vance

9.5 Card from D. Gifford to C. Vance

9.6 Letter from CIRMA management to C. Vance

9.7 Article published in the Chronicle on 4/6/11

10. BUDGET

10.1 Refunds: None.

10.2 Transfers: R. Szegda MOVED to approve the following transfers:

AMOUNT	FROM A/C #	DESCRIPTION	TO A/C#	DESCRIPTION
\$ 2,500	10-4800-900	Contingency	10-4410-011	Salaries/OT
\$ 2,000	10-4800-900	Contingency	10-4260-240	Fuel
\$900	10-4800-900	Contingency	10-4116-230	Electricity
\$100	10-4530-120	Telephone	10-4530-520	Printing

MOTION CARRIED 5:0.

10.3 Fiscal Year 2011-2012 Budget

11. APPROVE PAYMENT OF BILLS: C. Vance MOVED to approve the emergency bills in the amount of \$100,373.21. MOTION CARRIED 5:0. R. Stearns MOVED to approve regular payment of bills in the amount of \$22,323.76. MOTION CARRIED 5:0.

12. BOARD MEMBER COMMENTS: None.

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); Personnel pursuant to CT State Statutes Section 1-200(6)(A). C. Vance MOVED to enter into Executive Session at 6:57 pm. with J. Luiz present to discuss personnel pursuant to Connecticut State Statutes Section 1-200(6)(A). MOTION CARRIED 5:0. R. Stearns left the meeting immediately after the motion carried. Executive Session ended at 7:03 pm.

14. ADJOURNMENT: C. Vance MOVED to adjourn at 7:03 pm. MOTION CARRIED 4:0. The next meeting is scheduled for Tuesday, May 3, 2011 at 7:00 pm.

Respectfully submitted by Kimberly A. Bona