

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

Tuesday, March 15, 2011 - 7:00 P.M.

**Adella G. Urban Administrative Offices Conference Room**

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

Also Present: Town Administrator Jonathan Luiz.

**CALL TO ORDER:** C. Vance called the meeting to order at 7:06 pm.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
2. **MINUTES:** R. Szegda MOVED to approve the Regular Meeting Minutes of 3/1/11. MOTION CARRIED 5:0. C. Vance MOVED to approve the Special Meeting Minutes of 3/9/11. MOTION CARRIED 5:0.
3. **AUDIENCE OF CITIZENS:**
4. **FIRST SELECTMAN REPORT:** None.
5. **OLD BUSINESS:**
  - 5.1 **Refinancing of existing town debt:** J. Luiz explained that after discussions with the town's Bond Counsel, refinancing the existing town debt depends on the consideration of numerous facts and speculations such as interest rates, penalties, etc. The BOS asked J. Luiz his thoughts on whether or not the town should currently refinance. J. Luiz stated that he feels the town should hold off on refinancing at this time. Discussion followed. The BOS concurred with J. Luiz and will not be refinancing the town debt at this time.
6. **NEW BUSINESS:**
  - 6.1 **Result of WinCOG RFP for on-call engineering services:** J. Luiz explained that the Windham Council of Governments (WinCOG) recently advertised a Request for Proposals (RFP) for on-call engineering services and after reviewing and conducting interviews with numerous proposers, Nathan L. Jacobsen and Associates, Inc., was found to be the most suitable firm. Discussion followed. The BOS acknowledged the town's new engineering firm.
  - 6.2 **Transfer Station Rules:** The BOS reviewed and discussed the new rules and regulations for the transfer station. The BOS approved the proposed set of transfer station rules as presented. J. Luiz discussed an idea with the BOS which consisted of no longer sending out a town mailer that includes a transfer station sticker application, a brochure including the transfer station rules and regulations but instead, sending out a postcard mailer that informs citizens that stickers will be available for sale at the Town Hall and at the transfer station, and that applications are available on the town's website as well as at the transfer

station and at Town Hall. He explained that this postcard mailer would save the town a significant amount of money. Discussion followed. The BOS expressed that they are in favor of sending a postcard mailer to town residents.

- 6.3 Review of Town Attorney Proposals:** The BOS discussed the RFP's that were received for Town Counsel / Legal Services. Discussion ensued regarding the numerous firms and services that they offer. The BOS will be reviewing the RFP's and discussing this at the next meeting.

**7. COLUMBIA LAKE / DAM / BEACH**

- 7.1 Correspondence from M. Coleman to C. Vance:** The BOS reviewed the letter from Mark Coleman to C. Vance that discussed seeking methods for improving preservation of Columbia Lake.

**8. APPOINTMENTS / RESIGNATIONS:**

- 8.1 Appointment of Marine Patrol staff:** R. Stearns MOVED to appoint the following individuals to the 2011 Marine Patrol at a salary per the budgeted amount: Carmen Vance, Marie Beck, Mark Coleman, Sue Catullo, Stephen Postemsky, Pete Dunnack and Robert Powell. MOTION CARRIED 5:0.

- 9. TOWN ADMINSTRATOR REPORT:** J. Luiz stated that he attended the Shipman and Goodman labor seminar and found it very insightful. He told the BOS that he also went to a meeting regarding benefits. He explained that he has been discussing cost saving options with Ovation benefits, such as "self-insurance" for the town. J. Luiz explained that it may also be possible to enter into some type of an agreement with another town that may be interested in becoming self-insured as well. Discussion followed.

**10. CORRESPONDENCE:**

- 10.1 Email from J. Rosenberg to various recipients:** Resident Trooper Don Aitken explained that the "Reaching for Respect Project" grant was approved and that Columbia is one of only four towns to receive this grant. He stated that AHM helped the town a lot in terms of receiving approval for this grant. D. Aitken expressed that he feels that this grant will result in very positive outcomes.

**10.2 Letter from P. Boynton to C. Vance**

**10.3 Letter from M. Roach to C. Vance**

**10.4 Letter from C. Vance to M. Roach**

**10.5 Fax from Mr. and Mrs. Lowney to Town Hall**

*C. Vance MOVED to enter into Executive Session at 8:07 pm. with J. Luiz and D. Aitken present. MOTION CARRIED 5:0.*

- 14. EXECUTIVE SESSION:** Real Estate pursuant to CT State Statutes Section 1-200(6)(D); Personnel pursuant to Section 1-200(6)(A).

D. Aitken left at 8:24 pm. Executive Session ended at 8:33 pm.

**11. BUDGET:**

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

TO	FROM	AMOUNT
Nancy Bullard	Town of Columbia	\$ 153.94
BAC Tax Services Corporation on behalf of Gary and Joyce Wiggins	Town of Columbia	\$ 90.59
CoreLogic Real Estate Tax Services on behalf of Donald and Madonna Schmidt	Town of Columbia	\$ 1,198.80

MOTION CARRIED 5:0.

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

AMOUNT	FROM A/C#	DESCRIPTION	TO A/C #	DESCRIPTION
\$1,320	10-4800-900	Contingency	10-4410-230	Electricity

MOTION CARRIED 5:0.

R. Stearns MOVED to approve the following transfer:

AMOUNT	FROM A/C#	DESCRIPTION	TO A/C #	DESCRIPTION
\$1,410	10-4800-900	Contingency	10-4115-240	Fuel

MOTION CARRIED 5:0.

R. Szegda MOVED to approve the following transfer:

AMOUNT	FROM A/C#	DESCRIPTION	TO A/C #	DESCRIPTION
\$1,009	10-4800-900	Contingency	10-4410-120	Telephone/Comm.

MOTION CARRIED 5:0.

**11.3 Fiscal Year 2011-2012 Budget:** J. Luiz reviewed a request for funding from Windham Regional Community Council, Inc. (WRCC) for the Veteran's Advisory Center. R. Szegda feels it is a necessary service for veterans and feels that the town should make a donation to this council. Discussion followed. R. Szegda MOVED to approve a donation of \$1,600 to the WRCC for Windham Area Veteran's Advisory Center. MOTION FAILED 1:3:1 with C. Vance opposed stating that she does not feel it is necessary at this time to be increasing the budget although it would be for a good cause. R. Stearns, R. Hellstrom and W. O'Brien abstained explaining that they would like to have more information on this organization before making any donations.

J. Luiz stated that FiPAC received the proposed FY 2011-2012 budget. Discussion ensued regarding the proposed budget that will be presented to FiPAC at the 3/16/11 meeting.

**12. APPROVE PAYMENT OF BILLS:** R. Szegda MOVED to approve the payment of emergency bills in the amount of \$9,625.86. MOTION CARRIED 5:0. C. Vance MOVED to approve the payment of bills in the amount of \$47,817.82. MOTION CARRIED 5:0.

**13. BOARD MEMBER COMMENTS:** None.

**15. ADJOURNMENT:** C. Vance MOVED to adjourn. MOTION CARRIED 5:0. The meeting adjourned at 8:59 pm. The next meeting is scheduled for Tuesday, April 5, 2011 at 7:00 pm.

Respectfully submitted by Kimberly A. Bona