

**REGULAR MEETING MINUTES  
COLUMBIA BOARD OF SELECTMEN**

Tuesday, January 7, 2014

Adella G. Urban Administrative Offices Conference Room  
323 Route 87, Columbia, CT

**Members Present:** First Selectman Carmen Vance, Selectman William O'Brien, Selectman Robert Hellstrom, Selectman Robert Bogue, and Selectman Steven Everett.

**Also Present:** Town Administrator Jonathan Luiz and others.

**CALL TO ORDER:** C. Vance called the meeting to order at 7:00 p.m.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
2. **Minutes: 12/17/13 Regular Meeting:** W. O'Brien MOVED to approve the regular meeting minutes of 12/17/13 with the following two amendments:
  - Page 2, item 4.2, line 32, *appointments to Youth Service should include Kathleen Burke.*
  - Page 1, item 5.3, line 15 states, *"C. Vance said that the BOS will gather more information on this issue."* It should state, *"C. Vance said that J. Luiz will gather more information on this issue."* MOTION CARRIED 5:0.
3. **AUDIENCE OF CITIZENS:** None.
4. **OLD BUSINESS**
  - 4.1 **Mary B. Yeomans Trust:** J. Luiz stated that a trust was created in the honor of Mary B. Yeomans to support several local causes and that the Town of Columbia is a beneficiary of 10% of the assets. He explained that the Mary B. Yeomans trust has been dissolved by court order and that the Town of Columbia will receive its 10% of the Trust, or \$5,124. J. Luiz proposed that the funds to be received go into a special revenue account to be used to take care of maintenance needs, both interior and exterior, of Yeomans Hall. R. Bogue MOVED that the funds be transferred into said account and be used for upkeep of Yeomans Hall. MOTION CARRIED 5:0.
  - 4.2 **Future of the Windham Region Council of Governments (WINCOG):** J. Luiz stated that the BOS has voted in favor of withdrawing from WINCOG and joining the Capital Region Council of Governments (CRCOG). He explained that this news was sent to the Connecticut Office of Policy and Management (OPM) and that OPM is in favor of this decision made by the BOS. J. Luiz stated that the next step is to deal with an existing town ordinance that binds Columbia to WINCOG. Discussion followed. J. Luiz will continue to work with the Town Attorney, WINCOG, CRCOG and OPM to make sure Columbia knows what ordinances need repealing and adopting in order to facilitate Columbia's move from WINCOG to CRCOG.
5. **NEW BUSINESS**
  - 5.1 **Community Development Block Grant (CDBG) Program:** J. Luiz spoke briefly to the BOS about the CDBG Program. Peter Huckins, owner of "Community Consulting" in Willimantic, discussed the CDBG Program along with his professional background. He

stated that he worked for the Town of Columbia during the recent ADA renovations to Yeomans Hall and that he has been writing housing rehab grants for 23 years. He explained that he currently manages grant funds for the towns of Tolland, Coventry, Lebanon, Woodstock, Ashford and Canterbury. P. Huckins stated that a workshop on the CDBG Program will be held on January 29, 2014. J. Luiz stated that he plans on attending the workshop to learn more about the program. Discussion followed. P. Huckins will email the 504 self-evaluation to J. Luiz which he will share with the BOS. The BOS will further investigate this grant opportunity.

- 5.2 Approval of Willi-Whammer Half Marathon:** W. O'Brien MOVED to grant permission for the Willimantic Athletic Club to hold a portion of its "Willi-Whammer Half Marathon" on Columbia Roads. MOTION CARRIED 5:0.

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

- 6.1 Application for Constructing Structures on or over the Lake by Angela Sposito:** W. O'Brien MOVED to approve the December 30, 2013 application of A. Sposito to construct a boat cover and lift on the Lake despite the recommendation of LMAC. Discussion followed. MOTION CARRIED 3:2:0 with W. O'Brien, R. Hellstrom and S. Everett in favor and C. Vance and R. Bogue opposing. R. Bogue MOVED to reject the application of A. Sposito dated December 6, 2013 to construct a boat cover and lift on the Lake. MOTION CARRIED 5:0.

- 6.2 Memo from LMAC Chair dated 1/2/14:** This ITEM has been TABLED.

- 7. APPOINTMENTS/RESIGNATIONS:** None.

- 8. TOWN ADMINISTRATOR REPORT:** The Access Agency's Jodi Aubin has been working as the town's Social Service worker on Tuesdays at the Beckish Senior Center. J. Aubin has recently resigned from the Access Agency and that the town will work with the Access Agency on finding a replacement as soon as possible. The School Roof Project is moving along and that the Columbia Building Official reviewed the project design and specifications and has requested that some revisions are made. The architect is currently working on the revisions requested by the Building Official. The budget season has begun so J. Luiz will begin meetings with department heads and commission chairs this week to discuss and create the FY '14-'15 budget. The Columbia Volunteer Fire Department (CVFD) had work done to repair damage to the ceiling tiles and insulation which was caused by cooling system condensation. He stated that there is a question as to whether or not there is a structural issue with the system that is causing the condensation. An environmental company will look into this to determine whether or not the structure was overbuilt. A town wide mailer was sent out inviting residents to a workshop to discuss Solarize. The audit from the previous Fiscal Year is complete and that the financials look good, with no negative commentary about accounting procedures. Copies of the audit will be distributed to BOS members once bound copies arrive from the audit firm. J. Luiz explained that a Pump-Out/Sewer Avoidance Ordinance has been sent to the Town Attorney for review. J. Luiz also passed out information to the BOS pertaining to outdoor wood-burning furnaces. J. Luiz stated that a list of current board/commission vacancies has been posted on the town website, and shared the list with the BOS. Lastly,

J. Luiz discussed and distributed an email that was sent to all town employees with access to town computers regarding proper use of email, internet, etc.

**9. CORRESPONDENCE**

**9.1** *Willimantic Chronicle* article entitled “CL&P to raise rates”

**9.2** Columbia Housing

**9.3** Copy of appointment letter for Youth Services Committee member

**9.4** Letter from Joshua’s Trust

**9.5** Columbia Discount Prescription Program

**10. BUDGET**

**10.1** **Transfers:** C. Vance MOVED to approve the following FY ’13-’14 transfer:

<b>AMOUNT</b>	<b>FROM</b>	<b>TO</b>
\$250	10-4112-550, Misc. Charges	10-4112-140, Advertising

MOTION CARRIED UNANIMOUSLY.

**10.2** **Refunds:** R. Bogue MOVED to approve the following refunds:

<b>AMOUNT</b>	<b>FROM</b>	<b>TO</b>
\$35.94	Town of Columbia	Astra Zeneca LP
\$7.81	Town of Columbia	Troy Aho
\$328.66	Town of Columbia	Nissan Infiniti

MOTION CARRIED UNANIMOUSLY.

**11. APPROVE PAYMENT OF BILLS:** S. Everett MOVED to approve the emergency payment of bills in the amount of \$161.00. MOTION CARRIED UNANIMOUSLY. B. Bogue MOVED to approve the regular payment of bills in the amount of \$106,555.47. MOTION CARRIED UNANIMOUSLY.

**12. BOARD MEMBER COMMENTS:** None.

**13. EXECUTIVE SESSION**

**13.1** **Real Estate State Statutes Section 1-200(6)(D); Pending Litigation per State Statutes Section 1-200(6)(B); Personnel per State Statutes Section 1-200(6)(A).** C. Vance MOVED to enter Executive Session at 8:17 pm with J. Luiz and Ann Dunnack present. A. Dunnack left executive session at 8:45 pm. At 8:55 pm. Bud Meyers, Kevin Gresch, Brian Paul and Matthew Jorgensen entered executive session. At 9:21 pm. B. Meyers, K. Gresh, B. Paul and M. Jorgensen left executive session. The BOS exited executive session at 9:21 pm.

**14. ADJOURNMENT:** C. Vance MOVED to adjourn at 9:22 pm. and the MOTION CARRIED UNANIMOUSLY. The next meeting of the BOS is scheduled for Tuesday, January 21, 2014 at 7:00 p.m.

Respectfully submitted by Kimberly A. Bona.