

**REGULAR MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, October 20, 2015 - 7 pm.
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT**

Members Present: First Selectman Carmen Vance; Selectman William O'Brien; Selectman Robert Bogue.

Also Present: Town Administrator Natasha Nau; Director of Senior Services Bernadette Derring; Senator Cathy Osten; CONA Chair Cathie Rowe; CONA members; Ann Dunnack and others.

CALL TO ORDER: C. Vance called the meeting to order at 7:02 pm.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
2. **MINUTES: BOS Regular meeting minutes of 10/6/15:** W. O'Brien MOVED to approve the minutes with the following amendment: Item 3, paragraph 3 reads: "W. O'Brien stated that if the conditions are not met then this should not go forward which would mean starting the process over from the beginning." It should read, "W. O'Brien stated that if the conditions voted on and approved at the town meeting are not met then this should not go forward. He believed the addition of new conditions not discussed or voted upon at the town meeting would require the town to start the process over from the beginning." MOTION CARRIED 3:0.

S. Everett arrived at 7:03 pm.
3. **AUDIENCE OF CITIZENS:** None.
4. **OLD BUSINESS**
 - 4.1 **Ordinance 6-3 entitled "Encroachments into the Waters of Columbia Lake":** N. Nau stated that the Inland Wetlands Agent reviewed the ordinance and the corresponding Standards for Granting Permission for the Construction of Structures on Columbia Lake document and made suggested revisions. She stated that there is not a formal statement in the document discussing what is and what is not allowed in terms of "maintenance" on/around the lake at certain times of the year. i.e. sanding/staining docks, etc. N. Nau explained that this ordinance will target significant repairs/maintenance during the "low water" season. C. Vance MOVED to approve ordinance 6-3 as amended. W. O'Brien asked about the language stating "shall be fined not more than \$50.00 per day each day" and questioned whether or not it should state "may be fined not more than \$50.00 per day." N. Nau stated that this language was not changed when amending the ordinance, but will ask the attorney to review it one more time and seek clarification on what he feels is best. S. Everett questioned whether or not the Board feels that \$50.00 is a high enough fee. W. O'Brien stated that he has reservation about charging large fines that people will not end up paying leading to possible litigation situations. Discussion followed. N. Nau will research the history of fines and report back to the BOS. If necessary the BOS will further amend this ordinance. MOTION CARRIED 4:0.
5. **NEW BUSINESS:**
 - 5.1 **CONA Presentation – Senior transportation:** Catherine Rowe introduced the members of the Commission on Aging (CONA) and briefly discussed the need for senior transportation in town. She explained that a survey was done in January 2015 to gather input on what senior services were lacking and transportation was one. She stated that CONA is requesting permission to apply for a State grant for transportation. Gloria Hansen Cox spoke to the BOS and stated that she currently resides at Dartmouth Village. She asked that the BOS please be considerate to those who are in need for transportation assistance. She stated that being alone and unable to go from point A to point B when needed is very unsettling. She explained that "Dial-A-Ride" was very helpful in the beginning but now that they have been purchased by another entity she has problems reserving rides. G. Cox stated that in order to schedule a ride, you were required to give (2) two days notice but now sometimes a week's notice is not even enough. She explained that the company provides a "window" of time when you can catch a ride and that this may leave someone waiting hours for a scheduled appointment or in some cases, make you late so that you miss your appointment altogether. Ray Axelrod expressed that he feels a van would be very beneficial for seniors.

WRTD committee member Tom Currier, stated that he spoke with WRTD Director Rose Kurcinik, and she told him that the number of volunteer drivers has dropped from (4) four to (2) two drivers. Currently, DOT employee Ellen Grant has been helping them out.

Discussion regarding the cost for transportation services took place. T. Currier stated that there is a very small pool of individuals willing to drive. N. Nau asked if CONA has conducted any research as to how this would affect the budget if the request for these transportation services was approved. Senator Cathy Osten stated that she introduced CONA to a 53-10 grant which handled by the Council of Governments (COG). She explained that it is funded thru DOT but handled regionally via COG. C. Osten stated that the cost share is 1/3 funding by the town and 2/3 funding by the state. She explained that the Town of Sprague was approved for this grant and accepted. She stated that currently, Sprague has (2) vehicles and (2) drivers that are paid \$12 per hour. S. Everett asked if the town of Sprague charges residents for rides. C. Osten said no. She explained that the drivers are part time town staff. C. Vance asked who coordinates the trips. C. Osten stated the Senior Director is responsible for coordinating transportation. S. Everett asked about insurance for the vehicles. C. Osten explained that the vehicles are insured through the town's insurance carrier, CIRMA, at no additional premium cost. Discussion followed. C. Osten will send a copy of Sprague's budget to N. Nau so she can review.

S. Everett asked CONA if they know what type of vehicle they are looking for yet. Jill Livingston stated that they would like to purchase a van that is able to fit 10-12 passengers and has the option of two wheelchair lifts/ramps. She explained that the estimated cost for a vehicle like this is approximately \$53,000.

C. Vance suggested CONA work out details and a decision be made about how to proceed before pursuing a grant. C. Rowe explained that once CONA receives approval to apply for the grant, details such as this will be worked out. C. Osten pointed out that a grant does not have to be accepted if it is awarded.

C. Vance asked how many surveys went out. C. Rowe stated they went out to all households in town (approximately 2,600) and that a significant amount of surveys were returned. T. Currier stated that Columbia residents used Dial-A-Ride over 1,500 times last year. John Evans feels that there are a number of reasons for the need of a van. It is for the town, the seniors as well as the handicapped. He stated that years back, this was requested and was turned down and he does not feel it should have been rejected. Discussion followed.

CONA will provide N. Nau with a breakdown of the survey, including the amount of responses and comments made. M. Ramsey stated that the deadline to submit the grant is January 2016 and would like to see this item addressed as soon as possible so it may be addressed in the upcoming 2016-2017 FY budget process. C. Osten also stated that Columbia may want to look into elderly/handicapped housing while researching the transportation aspect. N. Nau pointed out that we have a rental senior housing project in the works.

- 5.2 **Discussion of Board Clerk position:** N. Nau discussed her proposal to split the duties of this position. She explained that the position will require the same amount of hours per week and per month, but there will be one person handling the in-office clerical work, and another person taking the evening meeting minutes. N. Nau explained that Linda McDonald will take care of the in-office clerical work on her own time and Kelly McGuire will continue to take minutes for the evening land use board meetings, and the Board of Assessment Appeals. Discussion followed. The BOS was in favor of N. Nau's proposal.
- 5.3 **Willimantic Athletic Club (WAC) 5K Road Race:** W. O'Brien MOVED to approve the WAK 5K Road Race scheduled for Saturday, April 30, 2016. The course route will include Village Hill Road, Cards Mill Road and Baker Hill Road. MOTION CARRIED 4:0.
- 5.4 **Revision to Facilities Maintainer Job Description:** N. Nau stated that since the town has entered into a contract with the Connecticut Center for Advanced Technology (CCAT) for IT services, IT is no longer part of Matthew Jorgensen's job description. Therefore, George Murphy and Bud Meyers have revised the job description as presented to reflect M. Jorgensen's duties. MOTION CARRIED 4:0.
- 5.5 **Authorization of Resolution #2015-07, DEMHS Homeland Security Grant Program:** S. Everett MOVED to allow First Selectman to enter into with and deliver to the State of

Connecticut Division of Emergency Management and Homeland Security, Department of Emergency Services and Public Protection any and all documents which it deems to be necessary or appropriate and to authorize the First Selectman to execute and deliver any and all documents on behalf of the Columbia Board of Selectmen and to do and perform all acts and things which deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents. MOTION CARRIED 4:0.

W. O'Brien MOVED to add item 5.6 entitled New Business, entitled "NECASA Nominations" MOTION CARRIED 4:0.

5.6 NECASA Nominations: W. O'Brien explained that NECASA has requested nominations for the Judith Nilan Award for Community Service to Youth and for the 22nd Annual Volunteer with Youth Recognition Award. W. O'Brien MOVED to nominate Principal Alyssa Gwinnell for the Judith Nilan Award and Ann Dunnack for the Community Service to Youth Award. MOTION CARRIED 4:0. W. O'Brien will work with N. Nau on these nominations.

6. COLUMBIA LAKE / DAM / BEACH

6.1 Letter from M. Coleman dated 10/7/15 re: Flyboarding on the Lake: N. Nau stated that Coventry just performed a study on Flyboarding and explained that she heard the results of the study are not in favor of the water sport. She will gather more information on this and bring it back to the BOS.

7. APPOINTMENTS / RESIGNATIONS:

7.1 Appointment of Linda McDonald to Board Clerk: C. Vance MOVED to hire L. McDonald as Board Clerk. MOTION CARRIED 4:0.

7.2 Resignation of Mark Coleman from LMAC: The BOS recognized the resignation of M. Coleman. C. Vance stated that she is currently working on finding a replacement for M. Coleman. N. Nau stated that M. Coleman is amenable to training his replacement on the tasks of Assistant Dam Keeper which has been part of his role.

8. TOWN ADMINISTRATOR REPORT: See report. In addition to the report, N. Nau stated that she attended the Annual CCM Convention on October 20, 2015 and will be participating in the Mandatory Emergency Preparedness exercise/drill at the CVFD on October 21, 2015.

9. CORRESPONDENCE

9.1 Letter to M. Coleman from C. Vance

9.2 Connecticut State Police report for Columbia - September 2015

10. BUDGET

10.1 Transfers: None.

10.2 Refunds: C. Vance MOVED to approve the following refunds:

AMOUNT	FROM	TO
\$79.02	Town of Columbia	Jerry Eisenberg
\$295.35	Town of Columbia	Jerry Eisenberg
\$15.30	Town of Columbia	Jonathan Kautman
\$28.54	Town of Columbia	Julia Mazzarella
\$2.17	Town of Columbia	Marc Schreiber

TOTAL REFUNDS: \$420.38

MOTION CARRIED 4:0.

11. APPROVE PAYMENT OF BILLS: R. Bogue MOVED to approve the payment of bills totaling \$34,974.48. MOTION CARRIED 4:0.

12. BOARD MEMBER COMMENTS: R. Bogue stated that he and N. Nau briefly spoke about the length of BOS meetings and the possibility of not allowing a meeting to adjourn later than 10 pm. Discussion ensued regarding limiting item discussion times, presentation times, etc. S. Everett stated that Audience of Citizens often turns into discussion when it should not. W. O'Brien feels that it is very rare that a meeting run past 10 pm. C. Vance stated that she does not feel there is a need to place a time limit on meetings or presentations. W. O'Brien thought the best way to control the length of meetings was to control the length of the agenda. The general consensus was not to set time limits.

13. EXECUTIVE SESSION:

13.1 Real estate per 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 into executive session at 8:41 pm with N. Nau present. Executive session ended at 9:12 pm.

14. ADJOURNMENT: C. Vance MOVED to adjourn at 9:13 pm. MOTION CARRIED 4:0. The next meeting of the BOS is scheduled for Wednesday, November 4, 2015 at 7 pm.

Respectfully submitted by Kimberly A. Bona