

REGULAR MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, December 3, 2013 – 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 Hellstrom; Selectman Steven Everett.

Also Present: Town Administrator Jonathan Luiz and others.

CALL TO ORDER: C. Vance called the meeting to order at 7:00 pm.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.

C. Vance welcomed S. Everett to the Board.
2. **MINUTES: 11/19/13 Regular Meeting:** C. Vance MOVED to approve the regular meeting minutes of 11/19/13 and the special meeting minutes of 11/22/13. MOTION CARRIED 4:0.
3. **AUDIENCE OF CITIZENS:** None.
4. **OLD BUSINESS:**
 - 4.1 **Library renovation and expansion:** C. Vance stated that the town received notice that is is eligible for a state reimbursement grant for one million dollars for the library project. She stated a date will be set by the BOS for a referendum to approve bonding for the cost of the library project. S. Everett asked if the million-dollar funding from the state is pro-rated. J. Luiz said he believes the town must spend two million in order to receive the one million dollar reimbursement from the state. J. Luiz will look into this further to clarify language presented to the BOS in a memo pertaining to the grant that the town received from the State. Discussion followed.
5. **NEW BUSINESS**
 - 5.1 **Connecticut Education Network:** J. Luiz explained that the State of Connecticut created the Connecticut Education Network (CEN) for the purpose of providing high-speed internet access to public schools and public libraries. Discussion followed. J. Luiz told the BOS that he has applied with the CEN to have several municipal buildings connected. J. Luiz explained that applying for connectivity does not commit the municipality to stay on the CEN. Once the State provides a cost estimate to Columbia, he will compare the estimate against the current pricing from Charter Communications and keep the BOS informed as things progress.
 - 5.2 **Regional Performance Incentive Program Grant:** J. Luiz provided background information about the grant. Discussion followed. B. O'Brien MOVED to authorize the Town Administrator to submit a Regional Performance Incentive Grant application for Columbia for the purpose of covering the town's costs to connect municipal buildings to the Connecticut Education Network:
MOTION CARRIED 4:0.

- 5.3 Board of Selectmen Meeting Schedule:** C. Vance MOVED to approve the 2014 BOS meeting schedule as presented. MOTION CARRIED 4:0.
- 5.4 Transfer Station Holiday Schedule:** J. Luiz discussed the BOS policy that is in place that calls for the Transfer Station to be closed on a Wednesday holiday and opened the following day. He explained that Public Works Director George Murphy has suggested that the Transfer Station close on New Year's Day and then not re-open until Saturday, January 4, 2013. He does not feel as though many patrons will use the Transfer Station on Thursday, January 2, 2014. J. Luiz stated that he supports the Public Works Director's decision and respectfully recommend that the BOS vote to alter its policy on this one-time basis. S. Everett MOVED to approve the upcoming Transfer Station schedule as follows:
- CLOSED on Christmas, Wednesday, December 25, 2013
 - OPEN the day after Christmas, Thursday, December 26, 2013
 - CLOSED on New Year's Day, Wednesday, January 1, 2014
 - CLOSED the day after New Year's, Thursday, January 2, 2014
 - OPEN Saturday, January 4, 2014.
- MOTION CARRIED 4:0.
- 5.5 Safety Policy and Lockout/Tagout Policies:** J. Luiz explained that George Murphy attended a class which discussed the importance of every town having certain safety policies in place. The BOS has been provided with policies presented by G. Murphy. S. Everett stated he had questions about the proposed policies. J. Luiz will schedule a meeting for him, G. Murphy and S. Everett to meet and discuss the proposed policies. This matter will be brought back to the BOS for further discussion.
- 5.6 Approval of employee Holiday Schedule:** R. Hellstrom MOVED to approve the employee Holiday Schedule for non-union employees. MOTION CARRIED 3:1:0 with S. Everett opposing.
- 6. COLUMBIA LAKE / DAM / BEACH:**
- 6.1 Application for Constructing Structures on or over the Lake by Bernard and Carol Herpst:** This ITEM has been TABLED.
- 7. APPOINTMENTS/RESIGNATIONS:**
- 7.1 Appointment of Jerry James as Emergency Management Director**
- 7.2 Appointment of Nancy Yale as Animal Control Officer**
- 7.3 Appointment of Mike Lester as Open Burn Official**
- 7.4 Appointment of George Murphy as Tree Warden**
- 7.5 Appointment of Anita Ramm (R) as Town Historian**
- 7.6 Appointment of Gary Littlefield (R) to the Zoning Board of Appeals**
- 7.7 Appointment of Bob Baldwin (R) and Mark Vining (U) as Moderators**
- C. Vance MOVED to appoint Jerry James as Emergency Management Director, Nancy Yale as Animal Control Officer, Mike Lester as Open Burn Official, George Murphy as Tree Warden, Anita Ramm (R) as Town Historian, Gary Littlefield (R) to the Zoning Board of Appeals, Bob Baldwin (R) and Mark Vining (U) as Moderators. MOTION CARRIED 4:0.
- 7.8 Appointments to the Library Building Committee:** C. Vance MOVED to appoint the following individuals to the Library Building Committee: Noreen Steele (D), Felicia Vezina (R), Su Epstein (U), Arthur Austin (D),

Jennifer Bright (D), Gary Littlefield (R), Meredith Petersons (U).
MOTION CARRIED 4:0.

- 7.9 Appointments to the Lake Management Advisory Committee (LMAC):** S. Everett MOVED to appoint the following individuals to LMAC: Mark Coleman (R), Henry Beck Sr. (D), John Burrell (D), David Chase (D), Michael Gnazzo (U), James Santos (U), David Vanderbilt (U), Carl Foster (U), Robert Powell (R), Dan O'Neill (U), Steve Harrington (R). MOTION CARRIED 4:0.
- 7.10 Appointments to the School Roof Replacement Committee (SRRC):** S. Everett MOVED to appoint the following individuals to the SRRC: Joseph Narkawicz (D), Robert Powell (R), Michael Matthews (R), Timothy Mikloiche (D), William Petrone (D). MOTION CARRIED 4:0.
- 7.11 Appointments to Open Space Committee:** This ITEM has been TABLED.
- 7.12 Appointments to the Recreation Commission:** C. Vance MOVED to appoint Cindy Postemsky (D) and Melissa Petrone (D) to the Rec Commission. MOTION CARRIED 4:0.
- 7.13 Appointments to the Ad-Hoc Committee – Memorials for Veterans of the Korean and Vietnam Wars:** R. Hellstrom MOVED to appoint the following individuals to the Ad-Hoc Committee – Memorials for Veterans of the Korean and Vietnam Wars: Steven Everett (R), Robert Bogue (R), Richard Curland (D), Claude Garritt (U), Andrea Stannard (D). MOTION CARRIED 4:0.

C. Vance MOVED to add item 7.14 to the agenda, entitled, "Appointments to the Szegda Farm Management Committee." MOTION CARRIED 4:0.

- 7.14 Appointments to the Szegda Farm Management Committee (SFMC):** C. Vance MOVED to appoint the following individuals to the SFMC: Ann Dunnack (D), Rob Hellstrom (D), Nancy Massey (D), David Szegda (U), Gary King (R), Tom McGrath (D). MOTION CARRIED 4:0.

8. TOWN ADMINISTRATOR REPORT: J. Luiz stated that the Root Cemetery affidavit has been signed and filed in the land records. It is officially owned by the Town. J. Luiz and G. Murphy will meet with Chris Ramm to discuss the second Root Cellar tomorrow morning. Discussion followed. J. Luiz stated budget instructions have been given to employees and certain board/commission members. He stated that the emergency plan for the dam has been tentatively approved by the DEEP. J. Luiz provided an update on the Pucker Street Bridge project. J. Luiz stated that the school roof project is moving along according to plan. J. Luiz explained that C. Vance and he determined that it would be best for Columbia to keep its own Transfer Station and forgo the pursuit of a regional Transfer Station at Williwaste. J. Luiz told the BOS that Kerry Hoffman was appointed the new Chairperson of the Board of Education (BOE) at last evening's BOE meeting. J. Luiz spoke to the BOS about a possible opportunity to join with Coventry and apply for a Community Development Block Grant. Lastly, J. Luiz stated that the town received numerous applications for the Public Works Maintainer position and that he and G. Murphy have begun reviewing these applications this week.

9. CORRESPONDENCE:

- 9.1 Saxton B. Little Free Library Agreed-Upon Procedures June 30, 2013**

9.2 Town of Columbia discount prescription card program results

10. BUDGET:

10.1 Transfers: None.

10.2 Refunds: C. Vance MOVED to approve the following refunds totaling \$232.57:

TO	FROM	AMOUNT
Melinda or Bradley Chaffee	Town of Columbia	\$3.14
Elizabeth Moore	Town of Columbia	\$12.18
Christopher or Patrice Ramm	Town of Columbia	\$200.09
Stephen or Susan Williams	Town of Columbia	\$17.16

MOTION CARRIED 4:0

11. APPROVE PAYMENT OF BILLS: R. Hellstrom MOVED to approve the regular payment of bills in the amount of \$37,919.71. MOTION CARRIED 4:0.

12. BOARD MEMBER COMMENTS: None.

13. EXECUTIVE SESSION: Real Estate per State Statutes Section 1-200(6)(D); Pending Litigation per State Statutes Section 1-200
C. Vance MOVED to enter into executive session at 8:01 pm. with J. Luiz and Ann Dunnack present. MOTION CARRIED 4:0. A. Dunnack exited executive session at 8:31 pm. Executive Session ended at 9:23 pm.

14. ADJOURNMENT: C. Vance MOVED to adjourn at 9:24 pm. and the MOTION CARRIED 4:0. The next meeting of the BOS is schedule for Tuesday, December 17, 2013 at 7:00 pm.

Respectfully Submitted by Kimberly A. Bona.