

**SPECIAL MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, February 23, 2016, 7 pm**

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

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

Also Present: Town Administrator Natasha Nau, Finance Director Beverly Ciurylo, Ann Dunnack, Recording Secretary Linda McDonald and two residents

CALL TO ORDER: C. Vance called the meeting to order at 7:03 pm.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
2. **MINUTES:** 2/16/16 Regular Meeting. C. Vance MOVED to approve the regular meeting minutes of 2/16/16 as presented. R. Hellstrom SECONDED. MOTION CARRIED 4:0:1 with S. Everett abstaining.

3. NEW BUSINESS

3.1 Budget Workshop

N. Nau stated the board would need to make decisions on some of the requests made at the last meeting including:

- The CONA (Elderly Services) request for transportation (van) of \$18,460.00, other van expenses of \$7,000.00, a 69% increase in the CONA budget for FY 16/17 and van purchase of \$20,000.00 (one third with two thirds grant).
- Recreation Department – Request for full time position for Recreation Director and increase in advertising budget. C. Vance said the Board should look at how these requests impact the entire budget. Discussion followed on the anticipated services by the Recreation Department Director in a full time position and the benefit and need of having a full time position.
- Staff additions/increases: \$5,000.00 for hiring a Facilities Inspector for DPW (410), N. Nau explained the services the Facilities Inspector would provide. Discussion followed on a proposed increase in hours from 15 to 19 hours per week for the Zoning Enforcement Officer (ZEO).

Revenues:

N. Nau reported that, since the last meeting, she added the town's budget estimate from the State, grant revenue lines and estimated donations to use the proposed senior van service. Discussion followed on scheduling and suggested donation amounts for the van service.

The STEAP reimbursement for proposed 16/17 FY was adjusted down to an estimate of \$250,000.00 for the rehabilitation of the Hop River Bridge. This may need to be amended further depending upon the expenditures anticipated.

Capital Budget:

N. Nau reported that the Financial Planning and Allocation Commission (FiPAC) asked that capital budget items considered necessary, not discretionary, be highlighted on the budget document. Discussion followed on the FY 15/16 balance YTD for Revaluation in the Assessor's budget.

The Board reviewed and discussed each account in the draft capital budget. Adjustments were made to some line items. The board had extended discussion on the proposed renovation costs for the Meeting Place if being used in the future as a museum/storage location for the Historical Society, the cost of painting exterior of Yeomans Hall versus installing vinyl siding, open space allocation, the playground replacement at Rec Park, and the DPW salt shed replacement.

With the adjustments made during discussion, the shaded areas of the capital reserve fund plan for FY 16/17 totaled \$875,000.00.

Consensus of the board is to try to do the best they can to determine what items are necessary.

Discussion followed on purchasing the senior van. Consensus of the board is to include senior transportation expenses in the operating and capital budgets.

C. Vance recommended going to a full-time Recreation beginning in FY 15/16. Discussion followed. R. Bogue said he also in favor of having a full time director. S. Everett will speak with the Recreation Director to obtain further information and clarification of duties. Decision on this item was tabled.

Increased hours for the ZEO were approved. The consensus of the board was not to fund a Facilities Inspector position. For Open Space, consensus was to keep the \$200,000.00 annual set aside in the capital budget for the next ten years per the Open Space Committee's proposal.

The members reviewed and discussed items in the Grants and Subsidies budget. Consensus of the board was to approve the Grants and subsidies budget as amended.

5. ADJOURNMENT: C. Vance MOVED to ADJOURN at 10:25 p.m. MOTION CARRIED 5:0:0.

Respectfully Submitted by Linda H. McDonald

Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.