

REGULAR MEETING MINUTES  
COLUMBIA BOARD OF SELECTMEN  
*Tuesday, March 18, 2014 – 7 pm*

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

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

**Also Present:** Town Administrator Jonathan Luiz, Ann Dunnack 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: 3/4/14 Special BOS Meeting Minutes:** R. Bogue MOVED to approve the BOS Special Meeting Minutes of 3/4/14 as presented. MOTION CARRIED 5:0.
3. **AUDIENCE OF CITIZENS:** None.
4. **OLD BUSINESS**
  - 4.1 **Recommendations from Rec Commission concerning activities at Beach:** A. Dunnack stated that after a discussion among members of the Rec Commission, a decision was made to maintain the current list of beach rules, which includes a prohibition against life jackets. A. Dunnack explained that the Rec Commission would like the Town to enter into an agreement with the Discovery Zone daycare which would allow the daycare to utilize the town beach two days a week this summer at the cost of \$1,800. She explained that the \$1,800 would cover the cost for an additional lifeguard and that a maximum of 30 passes will be available for the daycare. A. Dunnack explained that the days reserved for the Discovery Zone to attend the beach will remain the same, no matter what the weather may be. The BOS questioned what the ratio of adults to children per state law and questioned how that ratio would impact the need of daycare staff to be close to weak swimmers. A. Dunnack explained that she is not positive what the ratio is. Discussion followed. R. Hellstrom MOVED to approve the request from the Rec Commission to enter into an agreement with the Discovery Zone daycare to utilize the Town Beach for two days per week for the upcoming beach season. Discussion followed. MOTION FAILED with all members abstaining from vote.
  - 4.2 **Appointment of Insurance Broker:** J. Luiz explained that the town's current insurance benefits representative, Joseph Spurgeon, is no longer working for L and R Benefits because he accepted an offer of employment with Milliman Corporation. J. Luiz stated that Mr. Spurgeon left L and R Benefits on very good terms, and that they had an understanding that if he was given the opportunity to become an owner/partner with a different company, he would be allowed to take his "book of business" with him. Discussion followed. C. Vance MOVED to approve Milliman Corporation as the Town's benefits insurance Co. MOTION CARRIED 5:0.
5. **NEW BUSINESS:**
  - 5.1 **Windham Region Chamber of Commerce "Business of the Year:"** The BOS will think about nominations for "Business of the Year" and discuss this item of business at the next BOS meeting.

- 5.2 **Resolution for CT Dept. of Emergency Management:** W. O'Brien MOVED to adopt the resolution as presented from the State of Connecticut Department of Emergency Management (DEMHS) and to authorize the First Selectman to sign the homeland security grant from the State Government to the Region 4 Regional Emergency Planning Team. MOTION CARRIED 5:0.
- 5.3 **Old Yard Management Plan:** C. Vance thanked Joan Hill for the work she did creating a draft Old Yard Management Plan. J. Luiz discussed the draft plan and explained that it will help the town eventually rehabilitate the town-owned Old Yard Cemetery. The BOS reached consensus that J. Luiz should pursue cemetery rehab grant opportunities if and when they arise.
- 5.4 **Establishment of Special Town Meeting to acquire easements in connection with the Baker Hill Road Bridge Rehab Project:** J. Luiz discussed the need for the town to acquire easements in order to do the bridge project. He said that the land owners he met with appear to be in favor of the project and expressed no disagreement as to easement purchase prices offered. He stated that bridge renovations will likely begin in spring/summer of 2015. Discussion followed. C. Vance MOVED to establish a special town meeting on Tuesday, April 1, 2014 at 6:45 pm in the Adella G. Urban Administrative Offices Conference Room for the purpose of acquiring easements in connection with the Baker Hill Road Bridge rehab project. MOTION CARRIED 5:0.

J. Luiz discussed the need to have a contractor install dehumidifiers at the Columbia Volunteer Fire Department. In order to do this, J. Luiz respectfully requested that the BOS add a financial transfer to the Special Town Meeting set for April 1<sup>st</sup>. S. Everett MOVED to add the following item to the April 1, 2014 Town Meeting agenda: Transfers of \$4,480 from capital account 20-6403-006 entitled "CVFD Equipment – Engine," and \$8,520 from Contingency into capital account 20-6206-002 entitled "DPW Capital Improvements Buildings." MOTION CARRIED 5:0.

## 6. COLUMBIA LAKE / DAM / BEACH

- 6.1 **Application for Constructing Structures on or over Columbia Lake by Yampanis:** A recommendation regarding this application has not been received from the Lake Management Advisory Committee at this time. Therefore, this ITEM has been TABLED.

## 7. APPOINTMENTS / RESIGNATIONS

- 7.1 **Appointment of Mildred Ramsey to the Recreation Commission:** c. Vance MOVED to appoint M. Ramsey (U) to the Rec Commission. MOTION CARRIED 5:0.
- 7.2 **Appointment of Jonathan Luiz to Windham Region Transit District Board:** C. Vance MOVED to appoint J. Luiz (U) to Windham Region Transit District Board. MOTION CARRIED 5:0.
8. **TOWN ADMINISTRATOR REPORT:** J. Luiz spoke to the BOS regarding the town's agreement with Windham Hospital's paramedic service. Discussion followed. J. Luiz stated that he visited Tolland County Dispatch and shared what he learned. He stated that he and C. Vance went to East Windsor to speak to a charter revision commission about Columbia's form of government. J. Luiz said that last week the town was paid a surprise visit from Conn-OSHA and that the town was given notice of minor issues. He said that the issues were addressed immediately by staff.

## 9. CORRESPONDENCE

- 9.1 **Letter to the editor of the *Hartford Courant*, by J. Rosenberg and S. Haines**
- 9.2 ***Willimantic Chronicle* article about the concrete dock**
- 9.3 **March 2014 edition of *The Gem***
- 9.4 **Email correspondence b/t P. Starkel and J. Luiz re: regional telecom service credit**
- 9.5 **Annual newsletter from the Salmon River Watershed Partnership**

**9.6 Correspondence b/t CL & P and the CT Siting Council re: shift in ROW access road**

**10. BUDGET**

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

<b>AMOUNT</b>	<b>FROM</b>	<b>TO</b>
\$319	10-4132-500, Prof/Tech	10-4132-010, Salaries
\$1,415	10-4800-900, Contingency	10-4133-010, Salaries
\$1,000	10-4800-900, Contingency	10-4115-240, Fuel-

MOTION CARRIED 5:0.

**10.2 Refunds:** S. Everett MOVED to approve the following refund as presented:

<b>AMOUNT</b>	<b>TO</b>	<b>FROM</b>
\$75.02	Amy or Douglas Kruse	Town of Columbia

MOTION CARRIED 5:0.

**10.3 FY 14-15 Budget:** Discussion regarding the proposed FY 14-15 budget ensued amongst the BOS.

**11. APPROVE PAYMENT OF BILLS:** S. Everett MOVED to approve the emergency bills in the amount of \$177.00. MOTION CARRIED 5:0. C. Vance MOVED to approve the regular payment of bills in the amount of \$71,813.88. MOTION CARRIED 5:0. J. Luiz provided information about an invoice in the amount of \$4,4014 he received from Bond Counsel Joe Fasi. He explained that the invoice was sent in response to the town changing the time of the library referendum from April of 2014 to November of 2014. R. Bogue stated that he is NOT in favor of paying the invoice at this time and feels that J. Luiz should seek legal advice from the Town Attorney. Discussion followed. J. Luiz and C. Vance will speak with Attorney Fasi about the invoice. This discussion has been TABLED.

**12. BOARD MEMBER COMMENTS:** W. O'Brien asked J. Luiz about the status of a proposed agreement between the Town and Andover, Hebron, Marlborough Youth Services (AHM). J. Luiz explained that he sent a draft agreement to Joel Rosenberg and that the draft has been passed on to AHM's attorney and board for review. J. Luiz has not received any feedback in regards to the draft agreement yet, but once he does he will bring the matter to the BOS.

**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 8:17 pm with J. Luiz and A. Dunnack present to discuss real estate. MOTION CARRIED 5:0. Executive Session ended at 8:53 pm.

**14. ADJOURNMENT:** C. Vance MOVED to ADJOURN at 8:54 pm and the MOTION CARRIED UNANIMOUSLY. The next meeting of the BOS is scheduled for Tuesday, April 1, 2014 at 7 pm in the Adella G. Urban Administrative Offices Conference Room.

Respectfully submitted by Kimberly A. Bona