

**REGULAR MEETING MINUTES**  
**COLUMBIA BOARD OF SELECTMAN**  
*Tuesday, May 1, 2012 – 7 pm.*

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

**Members Present:** First Selectman Carmen Vance. Selectman Richard Szegda, Bill O'Brien, Rob Hellstrom.

**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.
2. **MINUTES: 4/17/12 Regular Meeting:** R. Szegda MOVED to approve the BOS Regular Meeting Minutes of 4/17/12. MOTION CARRIED 3:0:1 with B. O'Brien abstaining. **4/27/12 Special Meeting:** R. Szegda MOVED to approve the 4/27/12 BOS Special Meeting Minutes. MOTION CARRIED 4:0.
3. **AUDIENCE OF CITIZENS: Walt Tabor 544 Route 87 –** Walt Tabor of 544 Route 87 spoke to the BOS regarding a \$100 fee that was put in place for individuals that begin work on properties in town prior to the appropriate permit being issued. J. Luiz stated that this was a slight amendment to the fee schedule. W. Tabor explained that his sister-in-law, Harriet Derway purchased property at 143 Route 66 that was in major need of work. He stated that the stench in the house was so bad that contractors refused to enter the home to access the work that needed to be done. W. Tabor told the BOS that he suggested she rip out the carpet and sheetrock to get rid the odor. He stated that at this time she had applied for an electrical permit for wiring that was chewed up by animals but had not been issued a permit yet. W. Tabor explained that he does not feel it is unusual to remove sheetrock in order to see what the underlying structure consists of as well as hoping to remove the cause of the odor. He stated that she received a letter from the Building Department issuing her a fee in the amount of \$100 for beginning work without a permit. W. Tabor explained that he does not feel that the town has made residents aware of this fee. W. Tabor also said questioned whether or not the BOS wanted this fee to apply to people that acted innocently and unknowingly. J. Luiz stated that the fee schedule was updated in the building department the following day that the fee was put in place by the BOS. B. O'Brien asked who sent the letter. J. Luiz stated that the letter was sent by the Administrative Assistant in the Building Department. R. Hellstrom asked if she has the authority to send a letter issuing such a fee. J. Luiz stated he believes that she does in this instance because the Administrative Assistant said she received news of the work being completed without a permit directly from the applicant. Discussion followed. J. Luiz explained that it is his understanding that the Assessor randomly drove by the property and noticed sheetrock was being removed. The Assessor then spoke to the Building Department and found out that there had not been an appropriate permit issued at this property and that the owner had communicated to the Building Department the intent to renovate, therefore the letter was sent out. J. Luiz suggested that H. Derway should communicate to the town that W. Tabor is acting on her behalf to appeal the \$100 fee. R. Szegda agreed and feels that something needs to be submitted stating that W. Tabor has been given permission to speak on her behalf. Discussion followed. R. Szegda suggested that a review take place as soon as possible to determine

whether or not this fee should be issued. J. Luiz explained that he has been in contact with W. Tabor regarding this matter and that they are planning on scheduling a meeting to conduct an appeal.

R. Szegda MOVED to add to agenda item 10.1 to the agenda entitled, "Funding of School Roof." MOTION CARRIED 4:0.

#### 4. **OLD BUSINESS**

4.1 **Youth Services:** R. Szegda provided an update on Youth Services. He explained that Columbia has been awarded a \$14,000 matching grant to be used towards Youth Services in town. C. Vance asked if the grant will go to the town or to Andover, Hebron and Marlborough Youth Services (AHM). R. Szegda stated he is not sure. He explained that the Youth Services Committee recommends the town applies these grant monies to the Youth Services line item in the FY 12-13 budget. Discussion followed. R. Szegda explained that effective July 1, 2012, kids age 17 and under will be recommended to the Juvenile Review Board if necessary and they anticipate the number of cases will increase by approximately 4,500 statewide. R. Szegda reviewed a public survey pertaining to Youth Services with the BOS. R. Szegda explained that he feels this survey will help identify youth services that are needed in town and that he would like to begin distributing the survey as soon as possible with a deadline of May 15, 2012. C. Vance questioned the wording of the survey questions and whether or not they solicit information only about services for children in difficulty. R. Szegda defended the reasonableness of the survey.

4.2 **Boundary issue at Utley Hill Preserve with surrounding Columbia Property:** R. Hellstrom explained that he, Ann Dunnack, J. Luiz and Katie Lynch of Joshua's Trust walked the Utley Hill Preserve boundary between the lands of the Town of Columbia and Joshua's Trust. He stated that pins were placed along the remains of a fence that appears to have existed for quite some time. R. Hellstrom believes that a stone wall was an old boundary line and stated that deeds he read confirm his findings in the field. C. Vance asked what the process going forward will be. R. Hellstrom suggested providing a sketch of the property to the attorney for Joshua's Trust and requesting that the attorney draft a legal description to be brought back to the BOS for approval. He believes that once BOS approval takes place then the map and deed can be filed on the town land records.

#### 5. **NEW BUSINESS**

5.1 **Correspondence from Connecticut Carry, Inc.:** No discussion.

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

#### 7. **APPOINTMENTS / RESIGNATIONS**

7.1 **Resignation of Ian Dann (I) from PZC:** The BOS recognized the resignation of I. Dann from the PZC.

7.2 **Possible appointment of Interim Building Official:** J. Luiz reviewed the state statutes regarding the appointment of an acting Building Official with the BOS. He explained that the appointment of an acting Building Official is not to exceed 180 days. Discussion followed. He explained that he has spoken with surrounding towns and would like to hire the following individuals to serve as acting Building Officials while a search for permanent replacement for this position is hired: Peter Svingilas, Town of Lebanon; James Rupert, Town of Bolton and Joseph Summers, Town of Hebron. J. Luiz explained that these individuals will be splitting up the 15 hours per week which the previous Building Official worked and that they will each be paid the same hourly rate as the former Building Official. B. O'Brien MOVED to appoint the following three individuals to serve as acting Building Officials on an interim basis ending no

later than 10/27/12 at the same hourly pay rate as Columbia's former Building Official: Joseph Summers, Peter Zvingilas and James Rupert. MOTION CARRIED 4:0.

8. **TOWN ADMINISTRATOR REPORT:** J. Luiz said that he has been working on the Eastern Highland Health District (EHHD) Board in the area of budget as well as re-vamping a job description. J. Luiz stated that he attended a health insurance symposium to discuss the State Comptroller's proposed insurance plan. He said that representatives from Columbia and Hartford were the only municipalities in attendance and that Ovation Benefits put on a detailed presentation. J. Luiz stated that the town is waiting for a comparative analysis of what the cost would be if the town contracted with the state versus what it is currently paying with Anthem. J. Luiz spoke about a Public Auction that took place on Friday, April 27, 2012 and approximately \$700 in surplus items were sold. J. Luiz stated that there will be a meeting on May 9, 2012 with the Lake Association and the Town Engineer to discuss preliminary plans for the dam improvements and encouraged interested BOS to attend.

9. **CORRESPONDENCE**

9.1 **Letter from C. Vance to S. Pryor**

9.2 **Article from *The CT Mirror* published 2/14/12**

10. **BUDGET:**

- 10.1 **School Roof:** R. Szegda stated that although he feels it is a good idea to fund the new school roof with money from the town's Undesignated Fund Balance (UFB), he is concerned with the UFB being too low after this transfer is made. R. Szegda asked if there is a specific percentage of annual revenue that should remain in the UFB and if that amount is not maintained will it affect the town's credit rating. C. Vance stated that FiPAC determines the percentage to remain in the UFB, and that FiPAC has already addressed the issue of the UFB being used to fund the school roof project and that FiPAC has been given information about how the UFB affects the credit rating. She stated that the use of the UFB to pay for the school roof project took place during FiPAC's budget preparation process. J. Luiz explained that he has a conference call tomorrow morning with Webster Bank on the topic of bonding and will email the BOS on this issue.

- 10.2 **Refunds:** R. Szegda MOVED to approve the following refund:

AMOUNT	TO	FROM
\$5	Kathryn Pizzi	Town of Columbia

MOTION CARRIED 4:0.

- 10.3 **Transfers:** C. Vance MOVED to approve the following transfer:

AMOUNT	FROM A/C #	TO A/C #
\$350	10-4410-240, Fuel	10-4410-710, Prof. Dev.

MOTION CARRIED 4:0.

11. **APPROVE PAYMENT OF BILLS:** C. Vance MOVED to approve the regular payment of bills in the amount of 55,363.16. MOTION CARRIED 4:0.

C. Vance MOVED to add item entitled under Lake/Beach. MOTION CARRIED 4:0.

6. **COLUMBIA LAKE / DAM / BEACH (continued)**

- 6.1 **Beach Rules:** A. Dunnack reviewed the current "Beach Rules" with the BOS. She stated that the Rec Commission feels it would be beneficial to change rule number two that states, "Children under 5 or weak swimmers must be no more than an arm's length away from a parent or guardian" to the following: "Children under 5 or weak swimmers must be no more than an arm's length away from a parent or guardian while in the water." C. Vance MOVED to

approve the following amendment to the "Beach Rules." MOTION CARRIED 4:0.

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

**13. EXECUTIVE SESSION**

**13.1** Real estate pursuant to CT State Statutes Section 1-200(6)(D); Pending Litigation pursuant to CT State Statutes Section 1-200(6)(B); Personnel pursuant to CT State Statutes Section 1-200(6)(A); C. Vance MOVED to enter into Executive Session with J. Luiz present at 8:37 pm. MOTION CARRIED 4:0. Executive Session ended at 9:04 pm.

**15. ADJOURNMENT:** C. Vance MOVED to adjourn at 9:05 pm and the MOTION CARRIED UNANIMOUSLY. The next regular meeting of the BOS is scheduled for Tuesday, May 15, 2012 at 7:00 pm.

Respectfully Submitted by Kimberly A. Bona