

REGULAR MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, June 17, 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 Bogue.

Also Present: Town Administrator Jonathan Luiz, Michael Kane.

1. **CALL TO ORDER:** C. Vance called the meeting to order at 7 pm.
2. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
3. **MINUTES: 6/3/14 Regular Meeting:** S. Everett MOVED to approve the BOS meeting minutes of June 3, 2014. MOTION CARRIED 4:0.
4. **AUDIENCE OF CITIZENS:** Michael Kane, Kindergarten teacher at Horace W. Porter School, spoke of the "community day" that was held on May 31, 2014. He and Nicole Henry organized this event hoping to get children involved in activities, programs, etc. Mr. Kane stated that it was a great success and that they raised \$1,745.62. He explained that this money has been donated to the Rec Department and will be given to families that cannot afford to enroll their kids in programs, activities, etc. Mr. Kane stated that he hopes to expand the event and raise more money going forward. The BOS thanked Mr. Kane for his efforts and expressed appreciation towards all involved.
5. **OLD BUSINESS:** None.
6. **NEW BUSINESS**
 - 6.1 **Revisions to Public Works Job Description:** C. Vance MOVED to approve the revised Public Works Job Description as presented. MOTION CARRIED 4:0.
 - 6.2 **Revisions to Canine Control Officer Job Description:** C. Vance MOVED to approve the revised Canine Control Officer Job Description as presented. MOTION CARRIED 4:0.
 - 6.3 **Revisions to Town Clerks Job Description:** This ITEM has been TABLED.
 - 6.4 **Revisions to Inland Wetlands Agent Job Description:** This ITEM has been TABLED.
 - 6.5 **Letter from Attorney K. Slater, Jr. dated June 9, 2014 about zoning changes**
 - 6.6 **Williwaste Agreement:** This ITEM has been TABLED.
7. **COLUMBIA LAKE / DAM / BEACH**
 - 7.1 **Application for Constructing Structures on or over the Lake by G. and P. Keegan:** This ITEM has been TABLED.

- 7.2 Kayak Loan Agreement Form:** R. Bogue MOVED to accept the Kayak Loan Agreement as presented. 4:0.
- 7.3 Request from Camp Care Inc. to use Beach on August 14, 15, 16:** W. O'Brien MOVED to approve the request from Camp Care to use the town Beach on August 14, 15 and 16. MOTION CARRIED 4:0.

8. APPOINTMENTS / RESIGNATIONS: None.

9. TOWN ADMINISTRATOR REPORT: J. Luiz discussed the roof project and upgrades to the wooden playscapes at Rec Park. R. Bogue expressed dissatisfaction with the conditions of the school's track. J. Luiz stated that the town is prohibited from using chemicals to fertilize and pesticides and herbicides so it is hard to keep the track looking good. J. Luiz said that the DPW has suggested that the school purchase a propane powered device to burn unwanted growth on the track. J. Luiz stated that an insurance broker named USI was hired by the Windham Council of Governments (WINCOG) to evaluate Liability/Auto/Property insurance coverage held by WINCOG member towns. USI made some recommendations about Columbia. J. Luiz is working with CIRMA to increase coverage for the Fiscal Year 2014-2015, in accordance with USI recommendations. Luiz he said he attended a "Suicide Prevention Program" at AHM with Carol Price, Robin Kenefick and Cindee Hodge. He stated that he found it to be very informative.

10. CORRESPONDENCE

- 10.1 Letter from Registrars of Voters regarding polling place**
- 10.2 Columbia school enrollment projections to 2023**
- 10.3 Email from C. Price showing increased usage of online tax payment software**

10. BUDGET

10.1 Transfers: R. Bogue MOVED to approve the following transfers:

AMOUNT	FROM A/C #, DESCRIPTION	TO A/C #, DESCRIPTION
\$100	10-4134-710, Public Records, Prof. Improvement	10-4134-130, Public Records, Legal Notices
\$45	10-4800-900, Contingency	10-4117-120, Meeting Place, Telephone
\$200	10-4570-600, Land Use, Repairs/Maint.	10-4570-110, Land Use, Postage
\$120	10-4410-300, DPW, Gen Supplies	10-4410-710, DPW, Prof. Development
\$300	10-4520-500, Inland Wetlands, Prof/Tech	10-4520-130, Inland Wetlands, Legal Notices
\$300	10-4510-770, P&Z, Transportation	10-4510-130, P&Z, Legal Notices
\$2,798	10-4800-900, Contingency	10-4112-022, Exec/Admin, Unemployment
\$25.56	10-4133-710, Tax Collection, Prof/Improvements	10-4133-770, Tax Collection, Transportation

\$500	10-4113-500, IT, Prof/Tech.	10-4113-600, IT, Repairs/Maint.
\$500	10-4330-010, Fire Marshal, Salaries	10-4330-300, Fire Marshal, General Supplies
\$180	10-4800-900, Contingency	10-4570-600, Land Use, Repairs/Maint.

MOTION CARRIED 4:0.

10.2 Refunds: None.

10.3 Memo indicating the '14-'15 Mill Rate if no state funding

11. APPROVE PAYMENT OF BILLS: R. Bogue MOVED to approve the regular payment of bills in the amount of \$168,482.85. MOTION CARRIED 4:0.

11. BOARD MEMBER COMMENTS: W. O'Brien stated that the BOS should consider having BOS meeting packets posted on the Town Website for the benefit of the public. W. O'Brien would like to re-visit the discussion about creating a "blight ordinance" in town. W. O'Brien requested that these items be placed on the next BOS meeting agenda. C. Vance stated that she is currently working on a draft blight ordinance and will pass it on to the Selectmen when it is ready for review. C. Vance asked the BOS if anyone would like to reschedule the meeting on July 1, 2014 due to the upcoming holiday. The BOS stated that meeting on July 1, 2014 would not be an issue.

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 7:59 pm with J. Luiz present. Executive session ended at 8:10 pm.

14. ADJOURNMENT: C. Vance MOVED to adjourn at 8:11 pm and the MOTION CARRIED UNANIMOUSLY.

Respectfully submitted by Kimberly A. Bona