

**REGULAR MEETING MINUTES**  
**COLUMBIA BOARD OF SELECTMAN**  
*Tuesday, June 5, 2012 – 7 pm.*

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

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

**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: 5/15/12 Regular Meeting:** R. Szegda MOVED to approve the 5/15/12 minutes and the MOTION CARRIED 5:0.
3. **AUDIENCE OF CITIZENS:** Walt Tabor of 544 Route 87 spoke to the BOS regarding the \$100 fee that is now issued to individuals who begin building work prior to obtaining a required permit. He stated that at a previous BOS meeting he expressed that he feels there should be prior warning to residents before issuing the \$100 fee and asked if anything has been done in regards to this fee process. He also asked J. Luiz what actions he has taken related to a fee that was issued for work performed without a permit at 143 Route 66. J. Luiz said that based on his recent meeting with W. Tabor, it was his understanding that Mr. Tabor considered the matter at 143 Route 66 closed. W. Tabor stated that he feels that an individual should be given the opportunity to do right before being fined \$100. W. Tabor stated there is still a pending issue at 143 Route 66, Harriet Derway's property. Discussion followed. R. Szegda stated there was discussion regarding who should be the one to issue the fee and it was determined that only the Building Official has the authority to do so if need be. J. Luiz explained that he has made it clear to both the Building Official and the Building Department Administrative Assistant explaining that only the Building Official can issue the fee if need be. C. Vance explained that there have been several instances of individuals beginning work prior to obtaining proper permits. She stated that she will be writing about this issue in her article for the August edition of *Crossroads*. C. Vance stated that having the fee in place is necessary so individuals are aware of the importance of obtaining a necessary permit prior to beginning any work. The BOS was in agreement that the fee is necessary and that the concern of an "unfriendly approach" in the case of 143 Route 66 has been addressed.

W. Tabor stated that he received a letter from Acting Building Official Joe Summers regarding an inspection scheduled for 10 Edgarton Road. He stated that he was told that the inspection was requested from the Town Administrator. J. Luiz stated that he has not requested that an inspection take place at this property in particular. J. Luiz explained that he indicated to J. Summers and the other Acting Building Officials that they must concentrate on catching up on any outstanding issues and open permits left by the outgoing building official. Discussion followed. J. Luiz will speak with J. Summers and get back to W. Tabor regarding these matters.

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

- 4.1 Joshua's trust Boundary Survey Update:** R. Hellstrom provided the BOS with an update on the Joshua's Trust Boundary survey and stated that compass readings were taken and details were added to the map presented to the BOS. The BOS thanked R. Hellstrom for his work on this survey.
- 4.2 Youth Services Survey Results:** R. Szegda stated that the Youth Services Committee met prior to this evening's BOS meeting and that the Committee made a decision to increase youth services through AHM with the additional \$37,000 that was approved in the FY 12-13 budget. He explained that H.W. Porter staff and AHM staff will meet to discuss what services are needed most and will bring this information to the BOS once a decision has been made. C. Vance urged that some money be spent on positive youth activities available to all, not just on youths having difficulties. Lisa Napolitano of 7 Hunt Road stated that she feels the discussion at last night's BOE meeting contradicts the need for an increase in services and staff at the school. She stated that she will speak with Superintendent Coss about this. C. Vance explained that she believes that Superintendent Coss is concerned in terms of duplicating services as well as services that may not be necessary during school hours. C. Vance explained that Ms. Coss would like to explore the possibility of after school programs/services, mentoring programs, etc. Discussion followed.

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

- 5.1 STEAP Grant Application:** J. Luiz explained that the State Office of Policy and Management is accepting grant applications for the Small town Economic Assistant Program (STEAP). He stated that STEAP funds are issued by the State Bond Commission and may only be used for capital projects. J. Luiz explained that he has discussed this grant opportunity with the Public Works Director and that they agree that it would be in the best interest of the town to submit an application for \$500,000 to be used on local road improvements. J. Luiz stated that there are several roads in town that need improvements. He explained that a STEAP grant award would ease the burden on the future Capital Budget. The BOS reached a consensus that the town should submit the grant application for the purpose of local road improvements.
- 5.2 TVCCA letter re: Meals on Wheels:** C. Vance explained that due to budget cuts, TVCCA will be reducing services but Columbia's Senior Center will not be negatively affected by these cuts.
- 5.3 Resolution for Historic Preservation Grant application:** J. Luiz explained that the Town Clerk plans to apply for grant funds that would be used to purchase fireproof filing cabinets for storage of town documents. R. Szegda MOVED that the BOS approve the following resolution: "Resolved, that Carmen Vance, First Selectman of the Town of Columbia, is empowered to execute and deliver in the name and behalf of this municipality a contract with the Connecticut State Library for a Historic Documents Preservation Grant." MOTION CARRIED 5:0.

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

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

- 7.1 Appointment of Bernadette Derring as Municipal Agent for the Elderly:** J. Luiz said he believes this appointment was most recently held by Phyllis Starkel. He explained that it is okay for a Senior Center Director to hold this position regardless of his/her residency. B. O'Brien MOVED to appoint B. Derring as Municipal Agent for Elderly. MOTION CARRIED 5:0.

- 8. TOWN ADMINISTRATOR REPORT:** J. Luiz stated that the Library repair is coming along and that the repairs should be complete this month. He explained that the town is in the process of pursuing an insurance claim on the matter. J. Luiz told the BOS that the sign at the entrance to Town Hall was hit

approximately two weeks ago and that a sign replacement and an insurance claim are being pursued. J. Luiz stated that Stacey Collins has begun working in the Tax Collector's Office on an interim basis. J. Luiz told the BOS that 7-Eleven in Columbia has donated a \$50 gas card to be put towards the total \$200 gas card prize associated with the Everbridge sign-up contest. J. Luiz stated that the floor renovation in Yeomans Hall is complete and looks great. He explained that the reason the Registrar's Office floor was not done is because the town received a quote to refurbish the floors approximately six years ago, and at that time, the ROV office was not located where it is now, therefore was not included in the quote. He said that the quote from six years ago was extended to the town again this year and that the town accepted it. He explained that he is looking into getting the ROV office floors improved in the future. J. Luiz told the BOS that approximately 20 town employees will be participating in a Ropes Course at the Town of Manchester on June 22, 2012. J. Luiz stated that 2012 beach passes and transfer station stickers are selling quickly. J. Luiz told the BOS that the town's food pantry is receiving a quality food donation from the Church of Latter Day Saints valued at approximately \$1,000. J. Luiz explained that the new Assistant to the Rec Director, Jill Swenson has begun work and that the Rec Director is back to working a regular schedule. Lastly, J. Luiz stated that he expects the closing for the Szegda development rights should be complete sometime in the next fiscal year, since an attorney hired by the state is reviewing the land records and making closing preparations with Ron Szegda.

**9. CORRESPONDENCE**

**9.1 Community Farms Preservation Program Agreement**

**9.2 Letter from Todd Penney to Tim Timberman regarding Pucker St. Bridge project**

**9.3 Letter from National Society of United States Daughters of 1812 to J. Luiz**

**9.4 Letter from B. Mahoney to C. Vance**

**9.5 Letter from M. Branse to Columbia ZBA**

**9.6 Letter from C. Vance to Senator Prague**

**9.7 Update from COST about new legislation impacting municipalities**

**10. BUDGET:**

**10.1 Refunds:** C. Vance MOVED to approve the following refund:

AMOUNT	TO	FROM
\$117.91	Sharon Brettschneider	Town of Columbia

MOTION CARRIED 5:0.

**10.2 Transfers:** R. Szegda MOVED to approve the following transfers:

AMOUNT	FROM A/C #	TO A/C #
\$180.84	10-4310-120, Police Protection, Telephone	10-4310-500, Police Protection, Prof/Tech.
\$150	10-4350-120, Lake Management, Telephone	10-4350-300, Lake Management, General Supplies
\$50	10-4350-550, Lake Management, Misc Svcs/Chgs.	10-4350-300, Lake Management, General Supplies
\$10	10-4115-240, Old Firehouse, Fuel	10-4115-110, Old Firehouse, Telephone
\$350	10-4510-500, PZC, Prof/Tech	10-4510-110, PZC, Postage
\$350	10-4540-110, Conservation, Postage	10-4540-300, Conservation, General Supplies

MOTION CARRIED 5:0.

**11. APPROVE PAYMENT OF BILLS:** R. Szegda MOVED to approve the payment of emergency bills in the amount of \$675.32. MOTION

CARRIED 5:0. C. Vance MOVED to approve the regular payment of bills in the amount of \$71,929.91. MOTION CARRIED 5:0.

**12. BOARD MEMBER COMMENTS**

**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 to discuss real estate with J. Luiz and Ann Dunnack present at 7:37 pm. MOTION CARRIED 5:0. Executive Session ended at 7:57 pm.

**14. ADJOURNMENT:** C. Vance MOVED to adjourn at 7:58 pm and the MOTION CARRIED UNANIMOUSLY. The next regular meeting of the BOS is scheduled for Tuesday, June 19, 2012 at 7:00 pm.

Respectfully Submitted by Kimberly A. Bona