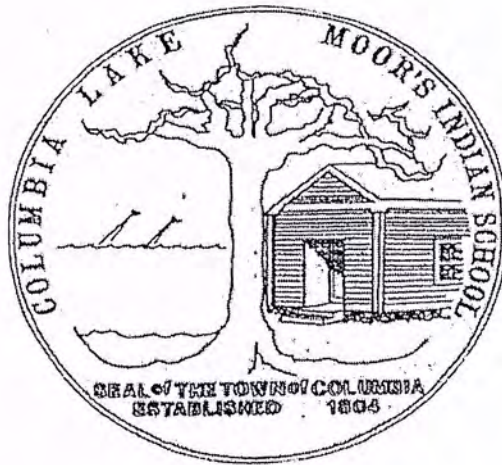


# *Town of Columbia*



## *Annual Report*

For the year ending  
**June 30, 2011**

*The Fiscal Year 2010-2011 Annual Report of the  
Town of Columbia is dedicated to all of the  
volunteers that help make Columbia the  
wonderful town it is today!*

*Thank you all for your hard work, enthusiasm  
and dedication!!!!*

*Table  
Of  
Contents*



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*Town Offices*  
&  
*Department*  
*Information*

# Town Offices & Department Information

<u>Department</u>		<u>Office Hours</u>	<u>Phone</u>
<b>Administrative Office:</b>			
First Selectman	Carmen Vance	Mon-Thur 8-4	228-0110
Town Administrator	Jonathan Luiz	Fri 8-Noon	
Administrative Assistant	Kimberly Bona		
<b>Assessor's Office:</b>			
Assessor	Mary Lavallee	Mon-Wed 8-4	228-9555
Asst. to Assessor	Mary Latour	Thur 8-6	
		Fri 8-Noon	
<b>Beckish Senior Center:</b>			
Director	Bernadette Derring	Mon-Fri 9-4	228-0759
Social Services	Kevin Carbonneau		
<b>Building Department:</b>			
Building Official	Alvan Hill	Mon-Wed 8-4	228-0440
Zoning Enforcement	John Valente	Fri 8-Noon	
Town Planner	Jana Butts	Varies	
Sanitarian	Holly Hood, Eastern Highlands Health District		
Inland Wetlands Agent	John Valente		
Administrative Assistant	Cindee Hodge		
Board Secretary	Linda McDonald		
Fire Marshal/Burning Off.	Leslie A. Kittle Jr.		
Deputy Fire Marshal	Michael Lester		
<b>Canine Control:</b>			
	Nancy Yale	Answering Machine:	228-9185
		Pager/Voice Mail:	337-1222
<b>Finance Department:</b>			
Finance Director	Beverly Ciurylo	Mon-Thur 8-4:30	228-8423
Accountant	Paula Fernald	Fri 8-Noon	
Accounting Assistant	Marlaine Martin		
Treasurer	Beverly Ciurylo		
Payroll Specialist	Lisa Rose		

# Town Offices & Department Information

<u>Department</u>		<u>Office Hours</u>	<u>Phone</u>
<b>Fire Department:</b>			
To report a fire			911
Non-emergency calls			228-9602
Fire Chief	Peter Starkel		
Deputy Fire Chief	Mike Lester		
<b>IT:</b>			
Technician	Matt Jorgensen	As needed	428-1337
<b>Public Works Department:</b>			
Director	George Murphy	Mon-Fri 6:30-3	228-4270
<b>Registrar of Voters:</b>			
	Chris Lamourine Astrid Belanger	As Needed	228-0110
<b>Resident State Trooper:</b>			
	Donald Aitken	Colchester Barracks 537-7555 x 4012	228-9846
<b>Tax Collector's Office:</b>			
Tax Collector	Carol W. Price	Mon-Wed 8-2	228-0230
Asst. Tax Collector	Lisa McDonald	Thur 8-6 Extended hours Jan & Jul	
<b>Town Clerk's Office:</b>			
Town Clerk	Robin M. Kenefick	Mon-Wed 8-4	228-3284
Asst. Town Clerk	Sylvie Grenier	Thur 8-6 Fri 8-12	
Asst. Town Clerk	Gail McGrath		
<b>Transfer Station:</b>			
Custodian	Matt Jorgensen	Wed 8-4:30 Sat 8-4	428-1337



*Town  
Commissions,  
Boards  
&  
Committees*

**Town of Columbia 2010-2011**  
**Town Commissions, Boards & Committees**

<u>Commission, Board or Committee Member</u>			<u>Term Expires</u>	<u>Phone</u>
<b>Board of Selectmen:</b>				
<i>Meets the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday at 7:00 p.m. in the Conference Room</i>				
First Selectman	Carmen Vance	R	11/25/13	228-4509 H
Deputy Selectman	Rebecca Stearns	R	11/28/11	228-9301 H
Selectman	Richard Szegda	D	11/25/13	228-0231 H
Selectman	William O'Brien	D	11/28/11	228-9296 H
Selectman	Robert Hellstrom	D	11/25/13	228-0465 H

**Registrars of Voters:**

	Christopher E. Lamourine	D	01/05/11	228-4750 H
	Astrid S. Belanger	R	01/05/11	228-0244 H

**BUILDING SERVICES**

**Planning and Zoning Commission:**

*Meets the 2<sup>nd</sup> and 4<sup>th</sup> Monday at 7:30 p.m. in the Conference Room*

Chairman	Norbert A. Blain		11/25/13	
Member	Keith S. Herzig		11/25/13	
Member	Theodore F. Melinosky		11/28/11	
Member	Richard L. Nassiff		11/28/12	
Member	Earnest J. Starkel		11/24/14	
Member	Donald Schofield		11/28/11	
Member	Richard A. Williams		11/28/11	
Alternate	Vera Englert		11/28/11	
Alternate	Tom Currier		11/25/11	

**Inland Wetlands Commission:**

*Meets the 1<sup>st</sup> Monday in the Conference Room*

Chairman	John Allen		11/28/11	
Member	William Ross		11/25/13	
Member	Claude A. Garritt		11/25/13	
Member	Thomas Archambault		11/28/11	
Member	Charles Morrison		11/28/11	
Member	Carol Ann Jaswinski		11/25/13	
Member	Ronald J. Wikholm		11/28/11	

**Town of Columbia 2010-2011**  
**Town Commissions, Boards & Committees**

<u>Commission, Board or Committee Member</u>	<u>Term Expires</u>	<u>Phone</u>
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**Zoning Board of Appeals:**

*Meets the 4<sup>th</sup> Thursday at 7:30 p.m. in the Conference Room*

Chairman	Joseph J. Narkawicz	11/25/13
Member	William Petrone Jr.	11/26/12
Member	Frederick Savoie	11/25/13
Member	Jeffrey Vose	11/28/11
Member	Carole Williamson	11/24/14
Alternate	Edward A. DiGiovanni	11/28/11
Alternate	Gary A. Littlefield	11/25/11

**EDUCATION**

Horace Porter School:

Superintendent	Francine Coss	228-9493
Principal	Kathleen Goodwin	228-8590
Asst. Principal	Jean Trask	228-9493

**Board of Education:**

*Twice a month as scheduled 7:30 p.m. in the Porter Library Media Center*

Chairman	Nelson M. Petrone III	11/28/11
Member	Lisa Juravoty	11/28/11
Member	John Schroder	11/25/13
Member	James Thorn	11/25/13
Member	Lauren Perrotti-Verboven	11/25/13
Member	Paula Belekewicz	11/28/11
Member	William Mulcahy	11/28/11

**SAXTON B. LITTLE FREE LIBRARY**

*Monday, Friday & Saturday 10-5 Tuesday, Wednesday & Thursday 10-8*

Librarian	Su Epstein	228-0350
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**SENIOR SERVICES**

**Commission on Aging:**

*Meets the 1<sup>st</sup> Thursday at 11:30 a.m. in the Beckish Senior Center (no meetings July-August)*

Chairman	Phyllis Starkel	11/25/13
Member	Ed Gallagher	11/25/13
Member	Marjorie Inzinga	11/22/10
Member	Barbara Pepin	11/25/13
Member	Gail Rosano	11/25/13
Member	Nancy Austin	11/28/11
Member	Charles McKenzie	11/25/13



**Town of Columbia 2010-2011**  
**Town Commissions, Boards & Committees**

<u>Commission, Board or Committee Member</u>	<u>Term Expires</u>	<u>Phone</u>
<b>OTHER ELECTED COMMISSIONS</b>		
<b>Assessment Appeals, Board of:</b>		
Member	Santo Franzo	11/25/13
Member	Lois C. Gale	11/25/13
Member	Michael N. Hamilton	11/28/11
<b>Financial Planning and Allocation Commission:</b>		
<i>Meets the 3<sup>rd</sup> Wednesday at 7:30 p.m. in the Conference Room</i>		
Chairman	Ernest Sharpe	11/28/11
Vice Chairman	Cindy Harrison	11/28/11
Member	Judith Szegda-Ortiz	11/25/13
Member	Allen Smith	11/28/11
Member	Joanne C. Gyure	11/25/13
Member	Michael Robertson Jr.	11/25/13
Member	Scott Petrequin	11/28/11
<b>OTHER COMMISSIONS AND COMMITTEES</b>		
<b>Conservation and Agriculture Commission:</b>		
<i>Meets the 1<sup>st</sup> Thursday at 7:30 p.m. in the Conference Room</i>		
Chairman	Judith Senkbeil.	11/25/13
Member	Chandra Chowanec	11/25/13
Member	Jim Corso	11/25/13
Member	Linda McDonald	11/25/13
Member	Dave Szegda	11/25/13

**Town of Columbia 2010-2011**  
**Town Commissions, Boards & Committees**

<u>Commission, Board or Committee Member</u>	<u>Term Expires</u>	<u>Phone</u>	
<b>Council on Drug &amp; Alcohol Prevention:</b>			
<i>Meets as needed</i>			
Member	Maureen Allen	11/25/13	
Member	Julie Goldstein	11/25/13	
Member	Peter Meshanic	11/25/13	
Member	Robert W. Meshanic	11/25/13	
Member	Melissa Petrone	11/25/13	
<b>Economic Development Commission:</b>			
<i>Meets the 2<sup>nd</sup> Tuesday at 8:00 a.m. in the Conference Room</i>			
Member	Vera Englert	11/28/11	
Member	Neil McKeever	11/28/11	
Member	Dean T. Toepfer	11/28/11	
Member	Rebecca Stearns	11/25/13	
Member	Marie Gratton	11/25/13	
Member	Jim Blair	11/25/13	
Member	Salvatore Motta	11/06/10	
<b>Justices of the Peace:</b>			
	Henry Beck	01/07/13	228-3141
	Russell P. Inzinga	01/07/13	228-9234
	Gary A. Littlefield	01/07/13	228-0642
	Mia C. Kenefick	01/07/13	228-1096
	Hugh M. Mackenzie	01/07/13	228-1090
	William P. O'Brien	01/07/13	228-9296
	Nelson M. Petrone III	01/07/13	228-9818
	Carl H. Swartz	01/07/13	228-9693
	Elaine P. Trask	01/07/13	228-4248
	Mark A. Vining	01/07/13	930-3183
	Alice J. Williams	01/07/13	228-0742

**Town of Columbia 2010-2011**  
**Town Commissions, Boards & Committees**

<u>Commission, Board or Committee Member</u>	<u>Term Expires</u>	<u>Phone</u>
<b>Lake Management Advisory Committee:</b>		
<i>Meets the 1<sup>st</sup> Wednesday at 7:00 p.m. in the Conference Room</i>		
Chairman	Mark T. Coleman	11/25/13
Vice Chairman	William M. Walsh Jr.	11/25/13
Member	Henry M. Beck Sr.	11/25/13
Member	John C. Burrell	11/25/13
Member	David R. Chase	11/25/13
Member	Michael Gnazzo	11/25/13
Member	Lawrence Jacques	11/25/13
Member	James A. Santos	11/25/13
Member	Richard N. Shea	11/25/13
Member	Chick Shifrin	11/25/13
Member	David Vanderbilt	11/25/13
<b>Marine Patrol Officers:</b>		
	Marie Beck	5/31/11
	Mark Coleman	5/31/11
	Carmen Vance	5/31/11
	Peter Dunnack	5/31/11
	David Crim	5/31/11
	Stephen Postemsky	5/31/11
	Chick Shifrin	5/31/11
	Greg Ulkus	5/31/11
	Cindy Vertefeuille	5/31/11
<b>Open Space Commission:</b>		
<i>Meets the 4<sup>th</sup> Friday at 8:00 a.m. in the Conference Room</i>		
Chairman	Christopher Tolsdorf	11/25/13
Member	Walter Tabor	11/25/13
Member	Joan Hill	11/25/13
Member	Donald Schofield	11/25/13
Member	Ann Dunnack	11/25/13



**Town of Columbia 2010-2011**  
**Town Commissions, Boards & Committees**

<b>Commission, Board or Committee Member</b>	<b>Term Expires</b>	<b>Phone</b>
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**Recreation Commission**

*Meets the 2<sup>nd</sup> Tuesday at 7:00 p.m. in Yeomans Hall*

Chairman	Ann Dunnack	11/28/11
Member	Raymond Kandolin	11/25/13
Member	Tom Spector	11/25/13
Member	Cindy Postemski	11/25/13
Member	Nicole Vacila	11/28/11
Member	Steve Piro	11/28/11
Member	Melissa Petrone	11/25/13

**OTHER TOWN OFFICIALS**

Emergency Management:	Jerry James		228-3224 H
Historical Society:	Belle Robinson		228-9385 H
Judge of Probate	Elaine Camposeo		647-7979
Town Attorney	Halloran and Sage	11/25/13	
Town Historian	Anita Ramm	11/25/13	228-4388 H
Town Meeting Moderators:	Stephen Arntsen	11/28/11	
	Robert C. Baldwin	11/28/11	
	Mark Vining	11/28/11	



# TOWN OF COLUMBIA

323 Jonathan Trumbull Highway, Columbia, CT 06237  
(860) 228-0110 FAX: (860) 228-1952

## OFFICE OF THE FIRST SELECTMAN

### Annual Report 2010-2011

One of the major initiatives of this year was proposed changes to the way we collected trash and recycled. For six months (September thru February) we operated a trial program for "Pay As You Throw." The program required the individual user to purchase orange trash bags for the disposal of garbage and broadened the items that could be recycled. The trial program demonstrated that the cost of operating the transfer station was reduced considerably and that the recycling rate was increased from 27% to 40%. However, on February 28, 2011 the town residents voted, at a town meeting, not to continue the program.

Our staff, under the Town Administrator's leadership, developed a new town website. It is very professional, easy to use and serves the residents well by providing a host of information.

The Library Building Committee worked this past year with the DRA Architectural Firm on proposed expansion to the town library. Focus groups were held seeking input from residents on ideas for the expansion. It is anticipated that in 2011-2012 the committee will be ready to make a recommendation to the residents.

Town staff continued to encourage residents to sign up for the Everbridge Notification System which the town implemented. Notices were placed in every tax bill sent out in June 2011. This system allows staff to notify residents about alerts, emergencies, major town events, etc. We will continue to encourage participation.

Because there was much discussion among some citizens about the raises in the proposed certified teacher's contract, the Board of Selectmen voted to take the contract to a town meeting. At the meeting on November 9, 2010, after a lengthy discussion, the town voted to accept the contract with 122 voting for acceptance and 102 voting to reject. The contract which is for three years will be in effect July 1, 2011 thru June 30, 2014.

In these bad economic times the town tried to be sensitive to not overspending or overtaxing. The collection rate for property taxes in 2010-2011 was 98.6 % which is exceptionally good. In preparing budgets for 2011-2012 FiPAC, the town and the school were sensitive to the economic downturn. Through the efforts of many, a budget was passed with no tax increase for the coming year.

For the first time in the recent past, Columbia conducted a tax sale on properties that were considerably in arrears in taxes. With the sale looming, some individuals paid their back taxes. The collected back taxes and the sale of one property netted the town \$150,885.

During this past year, representatives from our land use boards have been meeting as an adhoc group to discuss construction around Columbia Lake and regulations to preserve the water quality of Columbia Lake. These meetings have allowed the various boards to share issues and problems that they face. They have been very productive meetings and will culminate in some regulation changes that will help protect the lake for generations to come.



The Economic Development Council which is a joint effort between the towns of Bolton, Coventry, Andover and Columbia to improve the Route 6 corridor from Bolton Notch to Willimantic, continued to meet this past year. The Master Plan Study has been completed and currently there is a transportation study being conducted. Representatives from the Planning and Zoning Committees of all four towns are meeting to come up with standard zoning regulations for the Route 6 corridor.

In May 2010 the Board of Selectmen approved a committee to review how best to expend the Brand Bequest dollars that were given to the town for recreational purposes. The committee reported back in summer of 2010 recommending that a piece of property known as the Squier Property be purchased for athletic fields. Consultants have been hired to survey the property and conduct tests to determine its suitability for athletic fields.

In order to help preserve the rural character of Columbia, I have been working with the State of Connecticut to secure the development rights to a large tract of land at the top of Robinson's Hill. This process takes time and will ultimately come to the residents for a vote at a town meeting.

After the passing of Adella G. Urban, First Selectman from 1985-2003, the Board of Selectmen voted to rename the Town Hall the Adella G. Urban Administrative Offices. This went to a Town Meeting for approval and passed unanimously. The dedication was held on October 31, 2010, and was attended by family and friends. It was a way of honoring this special lady.

In all, it was a productive year in Columbia. Staff worked hard and achieved many things, too numerous to list here. A lot of the work involves working with volunteer boards. It is through the staff and the volunteers that much is accomplished in our town.



*Reports  
Of  
Town  
Agencies*



# TOWN OF COLUMBIA

ASSESSOR'S OFFICE  
323 Jonathan Trumbull Highway  
Columbia, Connecticut 06237

Mary F. Lavalley, CCMA II  
(860) 228-9555  
(860) 228-2335 Fax  
Email:mlavalley@columbiactorg

Mon., Tues., Wed. :8:00 am to 4:00 pm  
Thursday :8:00 am to 6:00 pm  
Friday :8:00 am to Noon

## GRAND LIST OF 2010

<u>REALTY</u>	\$ 472,715,810
<u>PERSONAL PROPERTY</u>	\$ 10,535,502
<u>MOTOR VEHICLES</u>	\$ 41,511,240
	<hr/>
(Prior to Elderly and Board of Assessment Appeals)	\$ 524,762,552
<u>ELDERLY</u>	
Freeze	0
Circuit Breaker	\$ 9,504,030
	<hr/>
<u>WOODLAND (10 MILLS)</u>	\$ 534,266,582
	\$ 1,530
2010 NET GRAND LIST	\$ 534,268,112
2009 NET GRAND LIST	\$ 528,039,047
INCREASE IN ASSESSED VALUE	\$ 6,229,065
PERCENTAGE INCREASE	1.18 %

Mary F. Lavalley, CCMA II  
Assessor 1/21/11

## **Beckish Senior Center Annual Report 2010-2011**

The Beckish Senior Center is celebrating its 14<sup>th</sup> year of operation, established in 1997. The Senior Center is located at 188 Route 66 Columbia, CT 06237. Residents of Columbia, and the surrounding areas, 55 years of age and older are welcome to participate in all programs of interest throughout the year. The Beckish Senior Center is committed to working with the community to provide programs, recreation, and services which encourage active, healthy, happy and independent lifestyles for seniors in our community.

Social Services at the Beckish Senior Center in Columbia receive an average to four appointments per Tuesday. Services received range from assistance with CEAP applications, Energy Assistance, SNAP, Medicare Savings Plans, Eviction Prevention, Social Security Advice, Emergency Food, and referrals to services throughout the Connecticut area. All in all, Social Services help to provide seniors with the means to continue to live independently.

The Beckish Senior Center works in conjunction with TVCCA for our weekly food services. The Senior Nutrition Program that the TVCCA provides serves all persons sixty (60) years and older and their spouses who reside in New London County, Windham County and parts of Tolland County. The program provides a daily hot lunch meal at the Beckish Senior Center every Wednesday and Friday. Meals provided are nutritionally balanced and are within the guidelines of a no-added-salt and no-added-sugar diet. The suggested donation range is \$2.00 -\$3.00 per meal and \$4.50 per special meal. On average the Beckish Senior Center has 85 seniors for lunch per week. The count is rising with each week we serve meals. The social setting and nutritional meal makes for a wonderful afternoon for everyone involved.

Meals on Wheels is available on a referral basis in the Town of Columbia to homebound elderly, aged 60 years or more that require home delivered meals due to medical necessity or social isolation. Meals are delivered to the home Monday through Friday. The nutritious meals are delivered hot to the home and provide 1/3 of the recommended dietary needs for seniors. Frozen meals are provided for weekends as well. Meals help support the independence and well-being of seniors with a daily "wellness check" by delivery personnel.



### **Health and Well Being:**

Here at the Beckish Senior Center we continue to have the VNA East monthly for blood pressure checks as well as every other month the VNA hosts health screens that include blood pressure, cholesterol, HDL cholesterol, blood glucose, earwax and foot care. The TVCCA comes in routinely and gives health talks on nutrition and healthy living. Dr. Morgan comes in several times a year for foot care appointments. We had a special visit from the Lions Low Vision, which gave important information on low vision as well as products to help with vision problems. A few more health talks and seminars were held, such as Life Line Screening, Medicare and Medicaid information, Skin Cancer Screenings, Oral Cancer Checks, Hearing Loss Prevention, Memory Loss Programs, Nutritional Dietary Programs and much more. We offer Elderly Safety Programs that specialize in theft, prescription awareness, social security safety as well as banking tips. A few times a year we have AARP Safe Driving Courses which is always a success. AARP also comes in for tax help 4 times during the tax season and is available all year round.

### **Exercise:**

At the Beckish Senior Center we promote healthy living lifestyles; one of which is exercise. Twice a week we offer Zumba gold classes, yoga, morning stretch and energize class, line dancing, ping pong, ballroom dancing, and body alignment. Exercise improves your strength, flexibility and posture, which in turn will help with balance, coordination, and reducing the risk of falls. Strength training also helps alleviate the symptoms of chronic conditions such as arthritis. Each fitness program offered here helps brain function and over all health of your body. Our fitness programs have doubled in size over the past year.

### **Activities:**

The Beckish Senior Center offers numerous activities for our seniors:

Art Workshops, Book Discussion Group, Booth at the Farmer's Market, Bridge, Energy conservation with CL&P, Father's Day Pizza Party, Lunch and Horace Porter Jazz Band, Mailing Team, CSO Ice Cream Social, Haircuts, Men's and Ladies Group, Ladies Pool League, Movie Day, New Year Dinner and dance, Ham Dinner, Special Meals, Holiday Party, Senior Prom Dance and dinner, Pizza Lunch w/ Magic Show, Quilting Classes, Halloween Dance & Dinner, Line Dancing, Ballroom Dancing, Morning Stretch & Energize, Setback Night, Poker Night, Mother's Day Tea, Canasta & Pinochle, Soup & Sandwich, Super Bowl Party, Volunteer Dinner, Grandparents Billiards, Billiards, Walking Group, Twice Weekly TVCCA sponsored meals, Windham Tech Luncheons, Norwich Tech Luncheons, Harvest to Holly Fair, Spring Tag Sale, CONA events, Woodcarving classes and much more ...



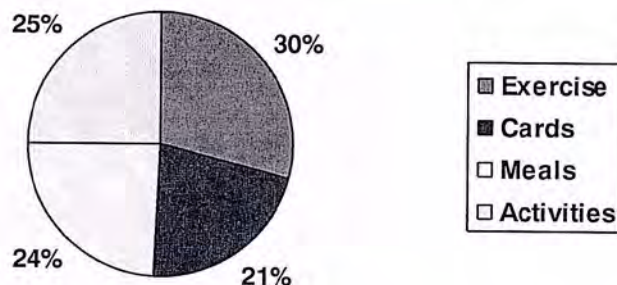
**Trips:**

Italian Festival, Cruising the Hudson River, Lobster Bash, Glamour Girls at the Castle of Knights, Jimmy Buffet tribute Show, Jersey Boys trip to Bushnell, Scenic trip to Litchfield county, Big E Trip, Rose Garden in west Hartford, St. Patrick's with step dancing, Mohegan Sun trip, CT Sun basketball trips and more. These are just a few trips the Beckish Seniors Center participated in. We are currently partnering up with several local senior centers on a share a bus program. This new program will allow senior to socialize with other member of the surrounding area as well as allow for increased participation on numerous trips.

**Volunteers and Visitors:**

Volunteers are key to our success here at the Beckish Senior Center. Over the past year, we have had over 5,500 volunteer hours which is a 2,500 hours increase from last years and 3,500 more than the year before. Without the help of our local seniors many programs would not be possible. Thank you to all the volunteers who have volunteered their time and expertise.

**Total Percentage of Senior Participation**



In closing, I would like to mention that in these difficult times that we are all facing, we will continue to meet demands that are placed before us. The Beckish Senior Center will continue to be the place where seniors can come and seek out social services, recreational programs, social events, and numerous educational programs in a safe and healthy environment. To access our current programs and services, we are now launching our new town website at [www.columbiact.org](http://www.columbiact.org).

Respectfully,

Bernadette Derring  
Director Senior Services  
Town of Columbia

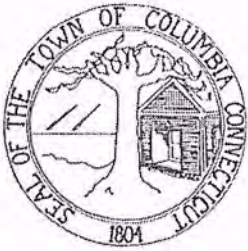
**Town of Columbia**  
**Annual Report for Fiscal Year 2010-2011**  
**Board of Assessment Appeals**

In the past fiscal year the Board of Assessment Appeals conducted two meetings to review assessment appeals. The meetings were held on September 18, 2010 and March 12, 2011 to review appeals on property assessments. Fourteen property owners appealed their assessments, seven were real estate, one was personal property and six were motor vehicles. Nine were approved, four were denied and one withdrew their application after reviewing their documentation.

Respectfully submitted,

Santo Franzo  
Chairman  
Board of Assessment  
Town of Columbia





**BOARD OF EDUCATION  
COLUMBIA, CONNECTICUT**

**Annual Report**

Fiscal Year July 1, 2010 to June 30, 2011

The Columbia Board of Education, Columbia Board of Selectman and the Financial Planning and Allocation Commission collaboratively designed a parsimonious budget for the 2010-2011 school year which yielded a total budget of \$11,607,465.

The district education expenditure per pupil was \$14,483, which received a statewide rank of 56 out of 169 school districts, a difference of \$479 from the statewide average education expenditure per pupil\*. The education expenditure rank is comparable to the Town of Columbia's Equalized Mill Rate rank of 76 out of 169 in that Columbia's mill rate in FY 2010 was 16.73 and the statewide average mill rate was 15.84, a 0.89 difference.

Specific to the Columbia School System in 2010-2011, was a change in Administrative staff that included a new School Principal and Assistant Principal. Additionally, the district increased the number of available high schools by one through a contract with E.O. Smith High School in Mansfield, Connecticut. District, high school-age students, may also select Bolton High School, Lyman Memorial High School, and Windham High School.

*\*This information was obtained through the Connecticut State Department of Education's Bureau of Grants Management Department. These figures are unaudited as of the printing of the Columbia Town Report.*

**SALARIES**

**ADMINISTRATORS**

Coss, Francine	128,750.04
Trask, Jean	114,112.80
Parenti, Robert	80,857.00
Middleton, Jacqueline	105,059.97
<b>ADMINISTRATORS TOTAL</b>	<b>\$428,779.81</b>

**TEACHERS**

Albair, Laurel	77,818.83
Bedard, Dawn	71,143.80
Breither*, Emily	57,161.43
Brokaw, Jennifer	62,617.76
Cavallo, Kristin	67,829.96
Cooper, Elizabeth	76,746.96
Cooper*, Theresa	72,307.96
Croteau, Carla	75,582.84
Denley *, Janet	51,251.42
Dibala, Karen	75,512.80
Dingler, Amanda Kim	72,737.06
Doyle*, Thomas	61,742.60
Ekstrom, Tammy	75,400.76

**TEACHERS (continued)**

Francis, Katherine	71,695.20
Hall, Jessica	72,737.06
Henry*, Nicole	39,926.03
Hetherington, Michael	68,686.01
Hilbie, Barbara	76,422.76
Huntington, Craig	57,918.09
Lawton, Laura	65,955.67
Leahy, Sharon	76,245.68
Lowry, Marian	81,679.34
MacDonald, Katherine	48,139.90
MacMullen, Lynn	75,246.84
Maltese, Kristen	62,949.80
Marcous, Dolores	77,608.83
Marks, Laurie	75,365.76
Marrara*, Tiffany	47,940.22
McNeil, Karen	63,167.22
Muldoon, Rebecca	69,030.23
Munoz, Cheryl	51,261.65
Persons, Kimberly	75,442.76
Petrucchi, Aliza	53,934.79

**SALARIES (continued)**

<b>TEACHERS (continued)</b>		<b>PARAPROFESSIONALS</b>	
Piatek, Shannon	76,262.84	Basile*, Pamela	25,772.07
Piro, Steven	64,258.22	Boucher*, Linda	23,331.64
Rijs, Sandra	64,127.16	Champagne, Tracy	22,824.30
Rowe	68,059.58	Edenburn, Kathleen	22,793.48
Saez	9,739.24	Engel, Lynn	3,451.40
Shainess	75,393.76	Lazzari*, Robert	22,944.70
Skinner	11,266.60	Lyon, Gillian	24,139.64
Stice	81,579.83	Lyon, Kristen	26,633.08
Strausser	29,312.40	Mattesich* Kathleen	30,219.55
Traber	70,196.01	Medeiros, Priscilla	31,004.47
Van Gelder	57,228.32	Millerd, Sandra	23,105.60
Van Ostrand	65,269.97	Nolette, Diane	20,413.50
Zaglio	77,554.27	Nowak*, Louise	23,729.99
<b>CERTIFIED TEACHERS TOTAL</b>	<b>\$2,959,456.22</b>	Paulhus*, Eileen	23,331.64
		Pompa, Jill	23,529.89
<b>SPECIAL EDUCATION TEACHERS</b>		Ritchie, Carolyn	22,305.03
Coviello, Barbara	75,890.84	Robinson, Anne	24,252.73
Martin, Karen	65,991.61	Scarchuk*, Susan	9,107.59
Radin, Rebecca	77,382.90	Sieklucki*, Brenda	26,873.47
Rinaldi, Roserie	76,704.38	<b>PARAPROFESSIONALS TOTAL</b>	<b>\$429,763.77</b>
Thomson-Petersen, Windy	76,670.76		
<b>SPECIAL EDUCATION TEACHERS TOTAL</b>	<b>\$372,640.49</b>	<b>SUBSTITUTES/COACHES/INTERNS/COMPUTER TECH/MISC.</b>	
		Barrett, Amy	2,030.00
<b>SOCIAL WORKER/GUIDANCE/PSYCHOLOGIST</b>		Carrara, Lauren	35.00
Goldstein, Julia	77,991.75	Cooke, Michelle	1,575.00
Guzman, Corey	64,229.14	Cryer, Julie	15.00
Prince, Joseph	47,590.29	Gamache, Robert	1,917.00
<b>SOCIAL WORKER/GUIDANCE TOTAL</b>	<b>\$189,811.18</b>	Gratton, Maria	175.00
		Gudmundson, Kathi	15,262.46
<b>SPEECH/HEARING</b>		Hampp, Kathleen	3,675.00
Cawley*, Donna	51,463.55	Hurley, Melissa	2,310.00
Finnie*, Lea	78,263.46	Keeseey, Mary	5,635.00
<b>SPEECH/HEARING TOTAL</b>	<b>\$129,727.01</b>	Kelly, Ryan	105.00
		Knight, Linda	1,890.00
<b>HEALTH ROOM</b>		Krasser, Nina	1,715.00
Donewald, Kristen	16,580.72	Mann, Katherine	6,284.46
Sears, Fayne	43,820.84	Marsalisi, Ryan	180.00
Stickel, Margaret	3,095.00	McGrath, Gail	3,325.00
<b>HEALTH ROOM TOTAL</b>	<b>\$63,496.56</b>	Menendez, Maria	1,085.00
		Montanile, Heather	51.00
<b>OFFICE STAFF</b>		Morey, Tobin	4,377.00
Clairmont, Ann	45,442.37	O'Brien, John	2,450.00
Johnson, Karen	50,104.02	Ramsey, David	420.00
Morey, Brenda	45,280.97	Randazzo, Sebastian	1,917.00
Nye, Tammy	41,109.32	Reardon, Matthew	3,710.00
Zemantic, Judy	15,359.86	Ryan, Maureen	16,718.55
<b>OFFICE STAFF TOTAL</b>	<b>\$197,296.54</b>	Sandberg, Susan	6,475.00
		Sarra, Ann	2,135.00
<b>FACILITY TECHNICIANS</b>		Semprini Misiewicz, Mary	1,120.00
Chang, George	5,700.09	Tihaiya, Anjana	70.00
Hendrickson, Peter	52,484.37	Wapen, Sharon	8,855.00
Lavallee, William	40,786.11	Wendus, Edward	1,435.00
O'Leary, Jeremiah	40,776.68	Wiggins, Joyce	70.00
Parker, James	40,861.27	<b>SUBS./COACHES/INTERNS/COMP. TECH/TOTAL</b>	<b>\$97,017.47</b>
Poudrier, Phillip	3,527.16		
Sylvester, Michael	57,434.69		
<b>FACILITY TECHNICIANS TOTAL</b>	<b>\$241,570.37</b>		

\* A portion of this salary is paid by Federal grant money.



Columbia Board of Education  
2010/2011 Project 30-1

<b>IDEA 611 &amp; ARRA IDEA, 611 - FUNDS 21, 39 &amp; 45</b>			
BALANCE CARRIED OVER			62,368.81
RECEIPTS			
	State Grant Received	161,139.30	
	Deferred Revenue	13,617.70	
	Total Receipts		174,757.00
DISBURSEMENTS			
	In-service	10,249.55	
	Salaries - Teachers	32,406.40	
	Salaries - Paraprofessionals	96,496.00	
	Benefits	20,000.00	
	Field Trips	882.92	
	Parent Activities		
	Instructional Supplies		
	Other Supplies	50,756.33	
	Other Prof. Technical Services	2,656.25	
	Due back to state	109.74	
	Payment of Prior Year Expenditures	25.00	
	Total Disbursements		213,582.19
<b>FUND BALANCE 06/30/11</b>			<b>\$23,543.62</b>

<b>TITLE II, PART A - FUNDS 23 &amp; 43</b>			
BALANCE CARRIED OVER			-
RECEIPTS			
	State Grant Received	14,455.00	
	Deferred Revenue	2,894.00	
	Total Receipts		17,349.00
DISBURSEMENTS			
	Professional Services	12,455.00	
	Payment of Prior Year Expenditures		
	Total Disbursements		12,455.00
<b>FUND BALANCE 06/30/11</b>			<b>\$4,894.00</b>

<b>ADULT EDUCATION-FUND 29</b>			
BALANCE CARRIED OVER			-
RECEIPTS			
DISBURSEMENTS			
	Adult Education Tuition	2,180.00	
	Total Disbursements		2,180.00
<b>FUND BALANCE 06/30/11</b>			-

<b>IDEA 619 &amp; ARRA 619 PRESCHOOL - FUNDS 24, 40 &amp; 44</b>			
BALANCE CARRIED OVER			2,539.00
RECEIPTS			
	State Grant Received	6,057.00	
	Total Receipts		6,057.00
DISBURSEMENTS			
	Salaries - Paraprofessionals	7,596.00	
	Instructional Supplies	1,000.00	
	Total Disbursements		8,596.00
<b>FUND BALANCE 06/30/11</b>			-

<b>TITLE I IMPROVING BASIC PROGRAMS - FUNDS 25 &amp; 41</b>			
BALANCE CARRIED OVER			-
RECEIPTS			
	State Grant Received	44,147.00	
	Deferred Revenue	1,628.00	
	Total Receipts		45,775.00
DISBURSEMENTS			
	Salaries - Paraprofessionals	44,147.00	
	Professional Services		
	Total Disbursements		44,147.00
<b>FUND BALANCE 06/30/11</b>			<b>\$1,628.00</b>



Columbia Board of Education  
2010/2011 Project 30-1 (continued)

<b>TITLE IV - SAFE &amp; DRUG FREE SCHOOL - FUNDS 33</b>			
BALANCE CARRIED OVER			
RECEIPTS			-
DISBURSEMENTS			1,434.00
	Professional Services	1,434.00	
	Total Disbursements		1,434.00
<b>FUND BALANCE 06/30/11</b>			-

<b>ARRA TITLE II PART TECHNOLOGY - FUNDS 42</b>			
BALANCE CARRIED OVER			
RECEIPTS			-
DISBURSEMENTS			571.00
	Professional Services	571.00	
	Total Disbursements		571.00
<b>FUND BALANCE 06/30/11</b>			-

<b>ARRA STABILIZATION - GOVERNOR'S SERVICE - FUNDS 47</b>			
BALANCE CARRIED OVER			
RECEIPTS			-
DISBURSEMENTS			363,801.00
	Salaries - Teachers	363,801.00	
	Total Disbursements		363,801.00
<b>FUND BALANCE 06/30/11</b>			-

<b>REAP GRANT-FUNDS 48 &amp; 49</b>			
BALANCE CARRIED OVER			
RECEIPTS			-
DISBURSEMENTS			72,149.27
	Computer Equipment	72,149.27	
	Total Disbursements		72,149.27
<b>FUND BALANCE 06/30/11</b>			-

<b>FACILITY USAGE &amp; MISCELLANEOUS - FUNDS 35, 38, &amp; 55</b>			
BALANCE CARRIED OVER			
RECEIPTS			4,728.87
	State Grant Received		72,149.27
	Facility Usage	427.32	
	Miscellaneous	2,091.24	
	Total Receipts		2,518.56
DISBURSEMENTS			
	Classroom Supplies	3,976.18	
	Other Supplies		
	Miscellaneous		
	Salaries - Facility Technicians	493.08	
	Payment of Prior Year Expenditures		
	Total Disbursements		4,469.26
<b>FUND BALANCE 06/30/11</b>			-

<b>Total Project 30-1 as of 06/30/11</b>	<b>\$32,843.79</b>
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Columbia Board of Education  
2010/2011 GENERAL FUND EXPENDITURES RECAPITULATION

Obj. Code	Account Name	2010/11 Budget	ARRA Funds	Adjusted Budget	Gross Expenditures	Grant Reimbursement	Y-T-D Expenditures	Encumbrances	Remaining Balance
111	CERTIFIED SALARIES	4,163,588.00	363,801.00	3,799,787.00	4,202,956.08	396,707.40	3,806,248.68		(6,461.68)
112	NON-CERTIFIED SALARIES	804,958.00		804,958.00	930,150.28	148,239.00	781,911.28		23,046.72
210	EMPL BENEFIT HOSP	1,149,858.00		1,149,858.00	1,063,329.89	20,000.00	1,043,329.89		106,528.11
211	EMPL BENEFIT LIFE	9,200.00		9,200.00	6,749.27		6,749.27		2,450.73
213	FICA	49,907.00		49,907.00	58,225.07		58,225.07		(8,318.07)
214	MEDI CARE	72,044.00		72,044.00	65,667.92		65,667.92		6,376.08
250	BENEFIT UNEMPL	117,200.00		117,200.00	25,950.74		25,950.74	4,201.91	87,047.35
260	BENEFIT WORK COMP	27,522.00		27,522.00	23,544.00		23,544.00		3,978.00
290	OTHER BENEFITS	41,359.00		41,359.00	75,887.97		75,887.97		(34,528.97)
310	BD OF ED SERVICES	19,000.00		19,000.00	49,585.30		49,585.30	3,990.00	(34,575.30)
320	INSTR IMPROV STAFF	17,516.00		17,516.00	2,645.04		2,645.04		14,870.96
330	PROFESSIONAL SERVICES	271,220.00		271,220.00	212,348.27		212,348.27	7,125.00	51,746.73
340	TECH CONTRACT SERVICE	45,486.00		45,486.00	50,628.85		50,628.85	13,291.17	(18,434.02)
411	WATER/SEWAGE	5,400.00		5,400.00	3,710.00		3,710.00	750.00	940.00
421	SANITARY REFUSE	7,900.00		7,900.00	7,481.00		7,481.00		419.00
422	SNOW PLOWING	4,800.00		4,800.00	5,815.75		5,815.75		(1,015.75)
430	REPAIRS/MAINTAINANCE	11,000.00		11,000.00	38,537.50		38,537.50	64,248.74	(91,786.24)
440	RENTAL	43,800.00		43,800.00	36,285.43		36,285.43		7,514.57
510	PUPIL TRANSPORTATION	763,621.00		763,621.00	690,939.92		690,939.92		72,681.08
520	PROPERTY INS	37,080.00		37,080.00	35,179.00		35,179.00		1,901.00
530	TELEPHONE	13,390.00		13,390.00	10,466.48		10,466.48		2,923.52
531	POSTAGE	4,000.00		4,000.00	9,949.57		9,949.57	46.17	(5,995.74)
540	ADVERTISING	-		-	543.31		543.31		(543.31)
560	TUITION	3,419,217.00		3,419,217.00	3,032,055.88		3,032,055.88		387,161.12
580	TRAVEL	2,900.00		2,900.00	3,298.87		3,298.87		(398.87)
593	TESTING	-		-	-		-		-
610	SUPPLIES	133,824.00		133,824.00	90,201.34		90,201.34	6,237.52	37,385.14
613	MAINT SUPPLIES	16,995.00		16,995.00	17,726.18		17,726.18	1,934.66	(2,665.84)
622	ELECTRICITY	125,382.00		125,382.00	98,036.30		98,036.30		27,345.70
623	PROPANE GAS	1,760.00		1,760.00	3,271.54		3,271.54		(1,511.54)
624	HEATING OIL	70,680.00		70,680.00	68,603.68		68,603.68		2,076.32
626	DIESEL FUEL	55,660.00		55,660.00	47,092.77		47,092.77	2,512.80	6,054.43
640	SOFTWARE	25,500.00		25,500.00	27,136.51		27,136.51	1,164.40	(2,800.91)
641	TXTBKS/WKBKS/ANCMAT	56,320.00		56,320.00	77,681.57		77,681.57	31,958.34	(53,319.91)
642	LIBRARY BOOKS	2,500.00		2,500.00	1,875.44		1,875.44	411.84	212.72
643	PERIODICALS	-		-	1,384.87		1,384.87	330.40	(1,715.27)
730	EQUIPMENT	10,750.00		10,750.00	36,269.82		36,269.82	118,031.82	(143,551.64)
810	DUES/FEES	6,128.00		6,128.00	12,736.19		12,736.19		(6,608.19)
	<b>TOTAL</b>	<b>11,607,465.00</b>	<b>363,801.00</b>	<b>11,243,664.00</b>	<b>11,123,947.60</b>	<b>564,946.40</b>	<b>10,559,001.20</b>	<b>256,234.77</b>	<b>428,428.03</b>



Columbia Board of Education  
2010/2011 Graduates

**Horace W. Porter School**

Sage Armstrong	Claudia Everett	Lauren Marinelli	Lindsay Phaneuf
Molly Belekewicz	Megan Flynn	Kelsi Marks	Seth Poverman
Taylor Bisailon	Joseph Fogarasi	Joseph Marsalisi	Sean Puckett
Jason Boisvert	Ryan Giggey	Ian Merritt	Benjamin Quarticelli
Amelia Braman	Thomas Grano	Jeremy Mitchell	Kristopher Reindel
Darick Brown	Doris Jenkins	Robin Monk	Laura Rockefeller
Samantha Champagne	Michael Kandolin	Jacob Moreau	Sebastian Ruffino
Jamie Coleman	Nathan Kelley	Steven Nalewajk	Shane Ryan
Shaina Cooper	Colin Kitchell	Taylor O'Rourke	Brianna Starkey
Dylan Coughlin	Andrew Leardi	Aiden Pacheco	James Vaillancourt
Bryan Duffy	Maria Lopez	Theresa Parker	Zachary Weston
Jenna Ethridge	Daniel Macha	Leah Petrone	Samuel Wilcox
			Tyler Zemantic

**Bolton High School**

Kaley Carr	Chatham Francis	Evelyn MacKenzie	Ande Shutler
Nicholas D'Auteuil	Leslie Grzych	Jesse Ruiz	Emma Tuohy
Christina Everett	Rachel Gudmundson	Jacob See	Elise Vertefeuille
			Jenna Vezina

**Lyman Memorial High School**

Casey Albert	Kelsey Burger	Thomas Getchell	Gabriel Palisano
Shaina Ausburger	Felicia Colon	Michael Gorcenski	Patrick Parnell
Emily Behling	Samantha Cone	Evan Keiser	Katherine Quimby
Breanna Bennett	Geneva Fluet	Deena Lavado	Marina Ralph
Samantha Boutot	Gabrielle Getchell	Alfred Meikle	Ryan Smith
			Chelsey Stearns

**Windham High School**

Amanda Adams	Jordan Gregonis	Ryan Marsalisi	Sarah Ray
Troy Anderson	James Hall	Haley Mather	Alison Risley
Noel Bautista	Daniel Hoddinott	Erin Mcgrath	Matthew St. Martin
Emily Chalk	Riley Houle	Jenna Meserve	Adam Turkis
Adam Coley	Julianna Hul	Chiana Montesi	Jordan Worthington
Angelina D'addario	Jason Kelly	Katie Nelson	Nicholas Wrana
Nicole Duhamel	Adam King	William Pompa	Courtney Young
Alexander Fernandez	Justine Lambert	Melissa Rand	

**Windham Technical High School**

Connor D'Auteuil	Steven Keegan	Nicholas Smith
Evan Hickey	Danielle Moorcroft	Brandon Truman
Tamara Ibarrondo	Broc Smith	Robert Tuttle





**TOWN of COLUMBIA**  
**Department of Building Safety and Land Use**  
 323 Route 87, Columbia, CT. 06237

Telephone: 1(860) 228-0440  
 Facsimile: 1(860) 228-2847  
 E-mail: [inspector@columbiact.org](mailto:inspector@columbiact.org)

**ANNUAL ACTIVITY REPORT**  
**From the**  
**BUILDING OFFICIAL**

The Building Official is Alvan R. Hill. I began my career in Columbia as their Building Official in 1999. Alvan is in the office to answer appointments and with inspections Wednesday 2pm until 5pm, Thursday 2pm until 6pm and Fridays from 8 am to 12-noon for appointments and with inspections after noontime to 4:00 pm. Cindee Hodge is our Building Safety and Land Use Secretary. Cindee's office hours are Monday through Wednesday from 8 am to 4 pm, Thursdays from 8 am to 6 pm, and Friday from 8 am to 12-noon. The Secretary is here to assist you with the application forms and procedural questions for inspections, zoning, and sanitarian/wetlands. A Building Permit is required for most structural activities; Cindee will assist you if you are unsure whether a building/renovation/repair or replacement activity requires permitting.

As your building official I do certify that the information contained below is an accurate survey based upon residential and commercial building applications. My activity report will begin stating construction values and permit fees collected. Construction activity will vary as it always has depending upon the national, state political climates and global economic activity. Dollar income values are important in budget processes thereby assisting our town leadership to make an inform budgetary decision. Our fiscal year (2010/2011) construction values amounted to \$5,258,750 which is then multiplied by .012 (\$12.00 per thousand dollars labor & materials) to obtain collected building fees of \$63,105. My outlook for the coming fiscal year (2011/2012) is not optimistic given our currant national political leadership. We may not see Single Family dwelling and commercial construction activity pick-up for another five to ten years.

	<u>Fiscal Year 2009/2010</u>	<u>Fiscal Year 2010/2011</u>
New Single Family Homes	06	08
Additions/Accessory Structures*	50	48
*Garages *Decks *Porches *Sheds		
Pools –Above Ground/In-ground	09	05
Renovations	21	19
Roofing/Siding	50	42
Mechanical Permits (Plumbing/Electrical)	134	108
Woodstoves/Chimneys	31	25
Demolition – Residential homes/outbuildings	06	11
Fuel storage installation (LP or Fuel Oil)	20	15
Commercial Structures – Buildings	02	00
Communication Towers - & Co-locations	00	00
Additions/Remodeling	02	05
Demolition-commercial	00	00
<b>Total Annual Permits Issued</b>	<b>331</b>	<b>286</b>

Respectfully Submitted,

**Alvan R. Hill, Building Official**

[inspector@columbiact.org](mailto:inspector@columbiact.org)

Cindee Hodge, Building and Land Use Secretary

[chodge@columbiact.org](mailto:chodge@columbiact.org)



COLUMBIA COMMISSION ON AGING  
ANNUAL REPORT  
JUNE 30, 2011

The Commission on Aging /"CONA"  
Meetings are held on the first Thursday of the month.  
At The Beckish Senior Center

A Commission on Aging is a branch of town or city government which is responsible for assessing the needs of the older population. The commission makes recommendations on how to meet these needs. While a Commission on Aging is a part of local government, it has no actual legal power. It exists in an advisory capacity only. Recommendations to be acted upon are made to the Board of Selectmen.

Benefits for our Seniors, Dial A Ride medical and wellness trips, Tvcca lunch at the Senior Center on Wednesday and Friday. Cona Special Events during this period at the Senior Center included Pizza Party, Catered Holiday Brunch in November, and Two Religious Diversity Programs, all well received. We are always available to the CSOInc, as our Senior Population grows. The Commission on Aging members are always here to be of service to Columbia Seniors when needed. SENIOR HOUSING "TOP OF THE LIST" and continues to be our primary project.

My Sincere Gratitude to all  
the Commission on Aging Members,  
Nancy Austin, Barbara Pepin,  
Charles Mckenzie, and Gail Rosano.  
Secretaries: Marge Inzinga and Ed Gallagher,  
for Exceptional support and expertise.

Phyllis Starkel,  
Chairman

Columbia Conservation & Agricultural Commission  
Annual Report  
2010-2011

The Conservation and Agricultural Commission is charged with the conservation of the Town's natural and historic resources and advises the Board of Selectmen with respect to the importance and promotion of Agriculture in the Town.

When functioning as a Conservation Commission we operate in accordance with Connecticut General Statutes Section 7-13a with respect to the development and conservation of natural resources, including water resources, within the Town. We gather up-to-date information on these resources and share it with Town officials, Land Use Commissions, and the general public. We carry out educational and recreational activities to familiarize residents with our resources and how they may be protected.

The Commission will be monitoring the conservation easements around town. Affected landowners will be notified of the schedule.

The Farmers Market on September 25, 2010 was a great success due to the hard work of the Market Committee and the continued cooperation of the weather! Many thanks to the volunteers who helped out!

Respectfully Submitted by,

Chairman Judith Senkbeil  
Vice-Chair David Szegda  
Secretary Linda H. McDonald  
Jim Corso  
Margaret Verizzi  
Ann Dunnack



**Columbia Council on the Prevention of Drug and Alcohol Abuse  
2010-2011**

In the fiscal year 2010-2011 the Columbia Council on the Prevention of Drug and Alcohol Abuse, in furtherance of its goal to facilitate the development of drug and alcohol prevention initiatives at the local level, again sponsored the ESTEEM and DARE programs.

The ESTEEM program is comprised of students from Canton High School and is geared to students at the 5<sup>th</sup> grade level at Horace Porter School. This is an interactive day and evening program focusing on peer pressure, behavior, esteem, drugs, alcohol, violence, etc. The DARE program is a nine (9) week program taught by Don Aitken, Columbia's Resident State Trooper, along with Horace Porter educators and is also geared to students at the 5<sup>th</sup> grade level. This program also focused on esteem, violence, drugs, alcohol, tobacco and peer pressure, and culminates with a graduation ceremony involving teachers, students and families. This past year the council also donated to high school substance free graduation parties.

As in previous years, the council is grateful to the Northeast Communities Against Substance Abuse, Inc. (NECASA) for the award of its initiative grant, to the Town of Columbia.

There are currently vacancies on The Council on the Prevention of Drug and Alcohol Abuse. If you are interested in becoming a member, call Jonathan Luiz at 860-228-0110.

**EASTERN HIGHLANDS HEALTH DISTRICT**  
**2010/2011 Annual Report for Columbia**

Robert Miller, Director

The Towns of Bolton, Coventry, and Mansfield established the Eastern Highlands Health District on June 6, 1997 as a cooperative effort to pool their resources and create a regional full-time professional health department. Reducing costs and improving both the scope and quality of public health services in the community were the objectives of establishing the District. Seven more towns joined between 2000 and 2005. They are Andover, Ashford, Chaplin, Columbia, Scotland, Tolland and Willington. The mission of the Eastern Highlands Health District is to prevent illness and promote wellness in the communities it serves. The pursuit of this mission is realized by assuring that other community agencies provide certain public health services within the region and by providing specific public health services directly. The services directly provided include a communicable disease control program, public health education, community assessment and public health planning, emergency preparedness and a comprehensive environmental health program. The main components of the environmental health program include on-site subsurface sewage disposal permitting, complaint investigation program, food establishment licensing and inspection, and environmental monitoring program.

**Accomplishments Highlights for FY 2010-2011**

- Board of Directors adoption of an operating budget of \$717,200 for FY 11/12, which is a 0.3% reduction from the previous fiscal year.
- Milestones in public health emergency preparedness activities for this year include an \$83,000 grant for enhanced pandemic preparedness, the execution of a mutual aid agreement with the Mansfield BOE, and the development of a seasonal influenza vaccination plan for school aged children.
- Health promotion milestones for this fiscal year include a \$45,000 grant to provide technical support to CT ACHIEVE communities, the coordination of a Farm to Table event to support area farmer markets and raise awareness of childhood obesity, and the expansion of employee wellness programming to include cash back incentives.
- Completed and closed out a 14 year monitoring program for nitrogen in residential wells in a local Mansfield neighborhood.
- Replaced and redesigned agency website resulting in significant improvements to online services.
- Completed monitoring program to measure environmental impact of road salt application in Tolland.
- Supported Town of Bolton high school construction, and first phase of sewer project.
- Communicable disease control activities included review of and follow up (as needed) with 950 case reports; and, conducting 15 disease outbreak, or individual case investigations.
- The main indicators for environmental health district activity in Columbia include: 39 site inspections for septic systems; 20 septic permits issued; 24 well permits issued; 18 complaints investigated; 29 environmental samples taken for lab analysis; 35 food establishment inspections and other health inspections; 45 B100a building



permit reviews; and, 142 test pits and perc tests.

**Plans for FY 2011-2012**

- Continue to update and exercise local emergency response plans. Develop a funding strategy for long-term program continuation in anticipation of federal funding reductions
- Continue to pursue other funding sources to maintain existing scope of quality services and
- possibly expand health promotion programs
- Expand Be Well employee wellness program to other employers in the community
- Develop and implement policy and environmental changes that promote healthy behaviors
- Address the individual public health needs of member towns as they arise

**Economic Development Commission  
FY 10-11 Annual Report**

The EDC group has continually had a difficult time getting new members as well as maintaining regular attendance at scheduled meetings.

After much discussion with the town administrator and first selectman, they both recommended concentrating on the Rte 6 EDC study and ceasing the regular EDC group. I have been disappointed to choose this course of action, but when we could not get a quorum for several months of meetings, I really felt like I had no choice.

I would like to thank all members of the EDC and a special thanks to Neil McKeever and Dean Toepfer for all their continued support and extra help at special events and attendance at meetings.

Thank you to the Town of Columbia for your trust in me, as chairman.

Sincerely,  
Vera Englert.



**Town of Columbia  
Finance Department  
2010-2011**

The Finance Department is responsible for the accounting and maintaining of the financial records for the Town of Columbia and the Columbia Board of Education. The department provides procedures to monitor the governing town charter and state statutes for the Town and the Board of Education. The department assists the Town Administrator and the Superintendent of Schools in preparing annual budgets. The department monitors expenditures and alerts the Town Administrator and Superintendent of possible line item deficits during the course of the fiscal year. The Finance Director acts as the Town's liaison with the independent auditors, ensuring the financial statements are filed with the State in a timely fashion. The department strives to apply generally accepted accounting principles and best practices to ensure expenditures are appropriate and paid in a timely manner and that revenues are recorded in a proper and timely manner.

Beverly Ciurylo, Finance Director and Town Treasurer  
Paula Fernald, Accountant  
Marlaine Martin, Accounting Assistant  
Lisa Rose, Payroll Specialist

Fire Marshal  
Annual Report 2010-2011

Our Fire Marshal is Leslie Kittle. Les has been the Fire Marshal for the Town of Columbia since 1987. As Fire Marshal, Les inspected all local businesses, schools, and other buildings open to the public, for fire safety. The following permits and inspections were conducted during this fiscal year:

Blasting permits	2
Burn permits	75
Group home/Day care inspections	12
Local Business inspections	17
Underground tank removals/soil	5

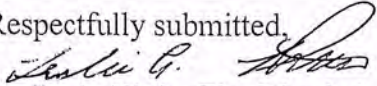
Les also attended 7 required classes consisting of 90 certification/training hours.

There were no fire-related fatalities in Columbia during the last fiscal year. We would like to thank everyone for their continued cooperation and fire safety.

Pluggie, the Robotic Fire Hydrant from the Windham County Fire Marshal's Association, has once again attended the Fire Safety class and the Poster Contest Convention in Cromwell.

Please continue to be safe – buy and install smoke detectors, replace any smoke detectors that are 10 or more years old, and please test the batteries when you turn your clocks back in the fall and again in the spring when the clocks go forward to Daylight Savings Time. Smoke detectors save lives! Watch your woodstove ashes as they can be hot enough to start a fire even after the wood stove has been out for days.

Respectfully submitted,

  
Leslie A. Kittle, Fire Marshal  
Pluggie, Mascot WCFMA



Pluggie, Mascot WCFMA



**TOWN OF COLUMBIA  
INLAND WETLANDS AND WATERCOURSES COMMISSION  
2009-2010  
ANNUAL REPORT**

**TO: BOARD OF SELECTMEN**

Members of the Inland Wetlands and Watercourses Commission (IWWC) are charged by the Connecticut General Statutes, Section 22a-45 to regulate activities in or near wetlands and/or watercourses in the Town of Columbia. The Commission discharges this obligation by provisions set forth in the Town of Columbia Inland Wetlands and Watercourses Regulations. These regulations require all landowners and their agents who propose any activity in or within 100 feet of wetlands or within 200 feet of an area of special concern to first obtain a permit from the IWWC or it's agent before any work is undertaken. These activities include, but are not limited to, cutting of trees, removal or deposition of material and/or soil, disturbing of the natural drainage in the area, erection of buildings, etc.

Listed below is a summary of the Commission's activities for Fiscal year 2009-2010:

Applications received	18	Declaratory rulings	0
Permits issued	16	Complaints investigated	39
Administrative Approvals	10	Inspections conducted to	
Inspections conducted to		determine jurisdiction	114
Determine permit compliance	196		

Please call the Building & Land Use Department with any questions regarding wetlands.

Respectfully submitted,

John Allen, Chairman  
Ronald Wikholm, Secretary  
Chuck Morrison  
Carol Ann Jaswinski

Thomas Archambault, Vice Chairman  
Claude Garritt  
William Ross

Staff: Linda McDonald, Clerk  
John Valente, Wetlands Agent



TOWN OF COLUMBIA  
LAKE MANAGEMENT ADVISORY COMMITTEE  
2010 - 2011  
ANNUAL REPORT

So much of what happens in, around and to Columbia Lake involves the effects of weather. From the three Nor'easters in January that dropped an all time record of 56" inches of snow, the exceptionally wet spring, the protracted heat wave in July to the wettest August in history, with over 15" inches of rain and ending with Hurricane Irene. These extremes in weather have a dramatic affect on water levels, the ability to maintain stable and safe conditions and to provide the recreational resource we all enjoy and expect.

To that end, a basic understanding of the Lake, watershed and dam may be beneficial. Columbia Lake, at mean high water, has a surface area of approximately 285 acres and is contained behind an earthen dam. The watershed area covers approximately 2,000 acres. It is dependant on precipitation to refill and keep the Lake full during the spring, summer and fall. The Lake level is regulated by use of a spillway and a drain pipe and gate system. The Gatekeepers monitor the levels and try to maintain a flow over the spillway at plus two (+2") inches between Memorial Day and Labor Day week-ends. To avoid flooding to waterfront properties and prevent erosion to the earthen dam, the flow over the spillway is kept below plus six (+6") inches. Excessive and heavy rainfall causes a rapid rise in the Lake level. One (1") inch of rain falling on the Lake and in the watershed raises the Lake level by as much as four (4") inches. In kind, the gate opened to maximum flow, can only draw four (4") inches off the Lake in twenty four (24) hours. Whenever a significant rain/storm event is forecast, a preventive lowering of the lake is undertaken to try and maintain a stable lake level during the storm. Tropical Storm Irene, in late August, was an example. The forecast of heavy rain (5+") would raise the Lake level by twenty plus (20+)" inches. With the Lake already at plus two (+2") inches, this much rise would top the spillway by nearly two (2') feet, flooding waterfront properties and risking a catastrophic failure of the earthen dam. The decision to lower the lake prior to the storm to minus one (-1') foot, while causing concern about a low lake prior to Labor Day, was a prudent move. At the end of the storm, with the gate opened to maximum, the lake level rose fifteen inches (15") in under six (6) hours and water was flowing over the spillway at plus three (+3") inches. Every fall, the Lake level is lowered. On October 15<sup>th</sup> during even numbered years and November 1<sup>st</sup> on odd numbered years, the gate is opened and the Lake is allowed to lower. The initial lowering is to minus six (-6') feet. This allows beneficial aquatic animals to move offshore to winter under the ice. The lake level is then allowed to re-fill to a winter holding range of minus five feet, six inches (-5'6") too minus five feet (-5'). The lowering exposes the shallow areas of the lake and helps in aquatic weed control. It also moves the winter ice away from structures and seawalls, allowing for maintenance and preventing damage to waterfronts. The lowering also takes ice and water pressure off the dam.

LMAC has joined many of the other Boards and Commissions in joint meetings to discuss common goals and gain better understanding of issues facing each. This approach not only reinforces existing protections for Columbia Lake; but allows for a more definitive approach in promoting new programs. Implementation of the Watershed Management Plan continues and reflects steps already taken have had a positive effect on the Lake and the water quality. This season, even with all the rain, water clarity was excellent, with an average clarity of 4.8 meters between Memorial Day and Labor Day. The water reached a high of 81 degrees and water flowed over the spillway the entire season. LMAC continues to take weekly water readings and members act as assistant gatekeepers, under the supervision of the Director of Public Works, monitoring the condition of the dam and regulating the water level



Through education, flyers, signage and meetings, LMAC has stressed the importance of preventing the introduction of 'Invasive Plant and Aquatic Animals' to the Lake. This has and will continue to be a priority. Unfortunately, once introduced, elimination of these detrimental elements is virtually impossible. By far, the greatest potential for contamination is the launching of boats that have recently come from an infested body of water. Invasive plant fragments and aquatic animals will attach to the boat, trailer and equipment and if not properly removed can and will establish themselves in Columbia Lake. Many of our sister lakes in the region already have infestations. More stringent and direct programs may be proposed to address this significant threat to our Lake.

The Lake Management Advisory Committee meets at 7:00 PM, on the 1st Wednesday of each month, at Yeoman's Hall. Public attendance, comments and concerns are always welcomed.

Lake Management Advisory Committee members

Henry Beck  
John Burrell  
Dr. David Chase  
Mark Coleman - Chairman

Phyllis Dunn - Secretary  
Carl Foster  
Michael Gnazzo - Vice Chairman  
Daniel O'Neill

Robert Powell  
James Santos  
Richard Shea  
David Vanderbilt

**Town of Columbia**  
**Open Space Committee**  
**Annual Report**

2010-11 has been a busy year for Columbia Open Space Committee. Our activities have been in accord with the two-fold charge of the Columbia Open Space Committee: to make recommendations on proposed Open Space parcels, and to provide education about the importance of Open Space.

The Open Space Committee has been working to support the efforts of a local farmer in the sale of the development rights of his farm to the State Department of Agriculture. We have also served in an advisory capacity to the Planning and Zoning Commission in the acquisition of Open Space parcels. In addition, we have made recommendations to streamline the pre-application process in sub-division applications as concerns Open Space Set-Asides.

Several members attended workshops this year, including The University of Connecticut Land Use Academy, the Green Valley Institute. and a presentation of Dr. Juliana Barrett's research on Riparian Corridors. The Open Space Committee participates in the Adhoc Land Use Board Committee concerning Columbia Lake.

Respectfully submitted,

Ann Dunnack, chairman



**TOWN OF COLUMBIA  
PLANNING AND ZONING COMMISSION  
2010-2011  
ANNUAL REPORT**

**TO: BOARD OF SELECTMEN**

The objectives and purposes of the Planning and Zoning Commission of Columbia are those set forth in Chapters 124 (Zoning) and 126 (Planning) of the Connecticut General Statutes, as revised, and those powers and duties delegated to the Planning and Zoning Commission by the aforementioned statutes and by Ordinance in Columbia Town Records, Book 4, Page 457.

The following decisions were made by the Planning and Zoning Commission during Fiscal Year 2010 – 2011:

July 26, 2010 - APPROVED the Special Exception Application of Sebastian Randazzo under Section 53.4.1 for activity in a flood hazard zone and the Site Plan Application of Sebastian Randazzo under Section 51 for a building expansion at 170 Route 66 East.

November 22, 2010 – APPROVED, with modifications and conditions of approval, the Subdivision Application of Christopher Ramm and H. David Ramm for the property on the west side of Wells Wood Road identified as Assessor's Map 38-4 and 38-5 encompassing approximately 64 acres of land to be subdivided into nine residential lots and one conservation easement area.

December 13, 2010 – APPROVED, with the pre-existing conditions of approval, the Site Plan Modification application of Rolgate, Inc. for landscape contractor's yard for the activities of cordwood storage, cutting and splitting at 65A Route 6.

December 13, 2010 - APPROVED the Site Plan Modification of Andrew S. Wile for use of sale and repair of used motor vehicles. New use is sale of used motor vehicles (no repairs) including special event car sales at 35 Route 66 East.

March 14, 2011 - 79 Erdoni Road: APPROVED the installation of a 44' x 12' temporary mobile home trailer to be removed before March 14, 2012.

March 28, 2011 - APPROVED the Site Plan Modification of Robin Perschel and James Murphy for a contractor's office with caretaker dwelling unit at 56 Route 66 East. Property owner is RAM LLC.

April 11, 2011 - APPROVED, with conditions, the Site Plan Modification of Paul Tolis for retail sales of pool and spa supplies, contractor's office and yard for pool and spa business, retail sales of lawn and patio accessories at 219 Route 6.

June 13, 2011 – APPROVED, with conditions, the Special Exception Application of Frog Bridge Gymnastic LLC for a gymnastics school at 1 Commerce Drive.



June 13, 2011 - APPROVED the Site Plan Application submitted by E. A. Patten Company for a light manufacturing and material storage use at 213 Route 6, Columbia, CT

June 13, 2011 - APPROVED the application of the Columbia Zoning Commission to modify the Columbia Zoning Regulations: to rename "Residence District" to "Residential-Agricultural District" [Section 21 and Table of Contents]; to add line for "Columbia Lake Watershed Protection Overlay Districts" in the [Table of Contents]; to replace "Plan of Development" with "Plan of Conservation and Development" [Section 1.2]; to clarify the proper procedures for activities requiring staff approval, Site Plan approval by the PZC and Special Exception approval by the PZC [Section 6.1]; to delete the moratorium on towers [Section 6.1.5]; to add clarifying terms of "minor" and "major" to existing regulations concerning home occupations [Section 8.5.1]; to revise existing language regarding manure storage and animal shelters and to restructure section [Section 8.10]; to remove redundancy in the approval process for common driveways [Section 8.12.2.b]; to add a definition of "living area, total" [Section 9]; to rewrite entire section and to clarify the proper procedures for activities requiring staff approval, Site Plan approval by the PZC and Special Exception approval by the PZC and to present the List of Permitted uses in tabular format [Section 21]; to change "Roadside Stands" from a Special Exception Use to a use requiring Site Plan Approval [Section 21]; to move Section on Site Plan Requirements from [Section 8] to [Section 51]; and to modify the Site Plan Requirements language in [Section 51].

June 27, 2011 - APPROVED, with conditions, the Subdivision Application (and accompanying lot line adjustment with Assessor's Map 30, Lot 39, a.k.a. #464 Route 87 East) of Richard Szegda for the property on the west side of Route 87 identified as Assessor's map 30, Lot 38A and encompassing 58.6 acres of land (of which 2.28 acres were previously divided as agricultural land) to be divided into one 2.28 acre building lot including one private conservation easement area to satisfy the open space requirement and one foundation drain outlet easement area [both easements to be incorporated into Assessor's Map 30, Lot 39, a.k.a. #464 Route 87 East- the one lot subdivision application of Richard Szegda Property is located on Route 87 East, Assessor's Map 30, Lot 38A.

The Planning and Zoning Commission meets on the second and fourth Mondays of each month at 7:30 p.m. The commission strongly encourages the citizens of Columbia to attend meetings and contribute to decisions regarding the future of your town.

Respectfully submitted:

Norbert A. Blain, Chairman  
Richard L. Nassiff, Vice Chair  
Keith Herzig, Secretary  
F. Thomas Carrier (Alternate)

Donald Schofield  
E. Jay Starkel  
Richard Williams

Theodore F. Melnosky  
Vera M. Englert (Alternate)



# **DEPARTMENT OF PUBLIC WORKS ANNUAL REPORT**

2010-2011

The Town of Columbia's Department of Public Works is responsible for maintenance of 42.7 miles of town road, Columbia Recreation Area, Rails to Trails, the Town Beach, the Lake Dam, Old Yard Cemetery, Town Green and the Porter School Grounds. In addition, all maintenance to Senior Center, Town Hall/Yeoman Hall, Town Hall Annex facility, Saxton B. Little Free Library, Old Fire Station, Murphy House, Meeting Place, Chapel, Public Works Garage and Transfer Station operations, are all under the Public Works function.

Total approved operating budgets, which provide support services for those responsibilities listed above, for Public Works including Facilities Maintenance was \$ 540,281 with Transfer Station operations totaling \$ 216,472. Both budgets combined allowed for a staff of eight full time employees.

## **Maintenance projects completed during the fiscal year 2009-2010 included:**

- ▶ Initiated repairs and upgrades to Beaudet Terrace drainage catch basins.
- ▶ Repaired catch basin on Russmar Trail
- ▶ Re-pointing of drainage walls at Erdoni and West Street
- ▶ Improvements to Johnson and Szegda Roads including replacement of old metal pipe crossings, changes in road profile through "shimming" with new asphalt, and new road surface treatment using "chip seal"
- ▶ Installed new catch basins and piping on Lake Road
- ▶ Line painting of Senior Center, HW Porter School, and Town Hall parking lots
- ▶ Line Painting 32 miles of town roads
- ▶ Cleaning of 250 catch basins throughout town
- ▶ Grubbing and grading for new solar panels at the Transfer Station
- ▶ Various curbing repairs/upgrades around town
- ▶ Installed new Turf at Columbia Recreation Area Little League Field
- ▶ Installed new tennis net posts at Columbia Recreation Area
- ▶ Re-graded and seeded the front of Town Hall
- ▶ Installed a new Dry Hydrant at Mono Pond at boat launch area
- ▶ Installed a new bleacher pad and walkway at Columbia Recreation Area Softball Field

(Continued)

- ▶ Installed a new Roof over the Columbia Beach Boathouse
- ▶ Installed a new sidewalk around Columbia Recreation Areas' Concession Stand
- ▶ Installed a new wood shingled roof on the Moore's School House
- ▶ Removal of three underground fuel storage tanks at the Public Works Garage
- ▶ Asphalt roof shingles replaced on the Chapel
- ▶ New "trek" decking installed at the Murphy House
- ▶ Installation of new concrete Compactor pads for the Transfer Station
- ▶ Demolition and removal of two old buildings at Szegda Farm Open Space
- ▶ Installed a new fire alarm panel system at the Library
- ▶ Installed necessary components for the Ever Bridge Notification System
- ▶ Installed all new replacement windows and doors at Town Hall
- ▶ Installed new Solar Panels and necessary connections for power to the grid

**Other services include:**

Plowing, sanding, sweeping, pothole repair, roadside mowing, paving and general maintenance, tree removals, annual sand delivery to elderly residents.

**First snowfall** was November 8<sup>th</sup> = 1 inch

**Last snowfall** was March 8<sup>th</sup> = 1 inch

**Total Snowfall @ Columbia = 74 ½ inches**



Columbia Recreation Commission

2010 – 2011

The Columbia Recreation Commission (CRC) was established in August 2006 to advise the Board of Selectmen on issues and programs related to recreation. In addition, the CRC is charged with the development, operation, and oversight of all town recreational opportunities and facilities.

The Columbia Town Beach had a safe, productive season. After an intense pre-season orientation, combined with augmented in-service training throughout the season, the lifeguard staff delivered a season of successful swim lessons and professional lifeguarding. Birthday parties at the new roofed pavilion were a popular addition to the offerings at the Beach.

The CRC offered an exciting new activity, called Thursdays on the Green. A band played in the Gazebo, while Town folk set up lawn chairs, tasted wine and enjoyed refreshments with friends and neighbors. Children played in a bouncy house and played wiffle ball. Not only did it provide an enjoyable evening, but it helped to build a sense community.

Our major fund-raiser, the Annual Golf Tournament, was a great success in August of 2010, netting nearly \$6,400.00. Unfortunately, the 2011 Golf Tournament had to be cancelled, due to the part-time status of our Recreation Director.

The Town employs Recreation Director Nikki Keldsen, and Assistant to the Recreation Director Laurie Rogers to operate the Recreation Department, and to supervise the Lifeguards at Columbia Lake Beach. Under their able management, the Recreation Department has offered a wide array of sports and activities for both youth and adults. Schedules of Recreation Activities are available on the Town Website.

The CRC meets on the second Tuesday of each month at 7:00 PM, and all meetings are open to the public.

Respectfully submitted,

**Columbia Recreation Commission**

Ann Dunnack, Chairman

Cindy Postemsky, Deputy Chairman

Melissa Petrone, Secretary

Nicole Vacila

Steve Piro

Tom Spector

Raymond Kandolin

Columbia Recreation Department  
 Programming Report  
 July 2010 through June 2011

Program	Income	Expense
Adult	\$16,845.93	\$9,054.00
Beach Parties & Private Lessons	\$650.00	\$272.28
Education	\$1,065.00	\$900.00
Fundraisers & Donations	\$4,946.00	\$993.40
Golf Tournament	\$11,436.00	\$4,969.63
Transfer to General Fund *		\$24,757.21
Youth	<u>\$26,080.00</u>	<u>\$20,017.41</u>
Total Revenue	<u>\$61,022.93</u>	
Total Expenses		<u>\$60,963.93</u>
Total Income		<u><u>\$59.00</u></u>

\* The transfer of \$24,757.21 to the General Fund occurs at the end of each Fiscal Year.



November 8, 2011

REGISTRARS OF VOTERS  
TOWN OF COLUMBIA  
COLUMBIA, CT 06237

Registrars

Astrid Belanger – Republican  
Christopher Lamourine – Democratic

Deputy Registrars

Maureen Allen – Republican

Assistant

Dorothy Sihvonen – Republican

Hours: As needed or by appointment. Additional hours are held when mandated by CT State Statues.

The Registrars of Voters position is a two-year elected term. The office is governed by CT State Statutes and funded by the municipality. The Registrars are responsible for all elections, primaries and referendums. This includes hiring and training election officials, preparing the voting machines, preparing all material and having all records up to date to assure an orderly election process. Our office is located at: Yeomans Hall (to the left of the stage), 323 Jonathan Trumbull Highway. Contact us at: 860-228-0110 x 27 or Email: [registrar@columbiact.org](mailto:registrar@columbiact.org)

OFFICE DUTIES

- Conduct a canvass of voters to ensure an accurate voter registration list.
- Prepare the budget.
- Maintain registration cards which involves party transfers, receiving applications from new voters, admit those who qualify and add their names to the Registry in a timely fashion. Removals from the list are made due to electors deaths and people moving out of town.
- Annual certification of the voting machines.
- Assist residents questions regarding their rights.
- Provide candidates with voter lists.
- Update the Registrars Web page.
- Prepare the annual report

In August, 2010 a Democrat primary was held. Of the 1236 registered voters, 19 voted absentee ballots and 432 voted in person resulting in a 35% turnout. Also in August, 2010 a Republican primary was held. Of the 787 registered voters, 15 voted absentee ballots and 240 voted in person resulting in a 31% turnout. On November 2, 2010 a Gubernatorial election was held. Of the 3523 registered voters, 127 voted absentee ballots and 2515 voted in person resulting in a 71% turnout.

Respectfully submitted,

Astrid S. Belanger, Republican Registrar  
Christopher Lamourine, Democratic Registrar



## RESIDENT STATE TROOPER



### TOWN OF COLUMBIA

323 ROUTE 87  
COLUMBIA, CONNECTICUT 06237  
Tel.: (860) 228-9846  
Fax: (860) 228-1952

### ANNUAL REPORT FOR THE YEAR ENDING JUNE 30, 2011

During the period covered by this report, the following types of investigations were conducted:

Accidents -112  
Administrative services-138  
Alarms- 218  
Assist to other Agencies-49 (includes DCF and other law enforcement agencies)  
Assist to Citizens- 229  
Assaults- 2  
Burglaries- 14  
Criminal Mischief- 14  
Disturbances- 33 (includes Domestic Violence)  
Emergency Services Unit- 2  
State Police K-9 calls- 22 (missing person, tracking suspects and securing premises)  
Larceny- 33  
Medical calls- 36 (includes medical emergencies and emergency psychiatric exams)  
Missing persons- 2  
Narcotics- 4  
Patrol Checks- 1030  
Sexual Assaults-4  
Suspicious Incidents-63 (assorted criminal investigations)  
Weapons Violations-2

This year demonstrated a noted increase in larceny complaints in all Towns in the Troop K area. Due to recent economic decline, the theft of equipment and scrap metal is greatly increasing. The continued support of the public in reporting suspicious activity is greatly appreciated. Although there has been an increase statewide in Burglaries, the burglary rate in Columbia is lower that it was in 2008. As in years past, I wish to thank the Columbia Marine patrol for their dedicated service and assistance during the summer months. Due to the severe weather of this past winter and extended power outages, I strongly suggest that citizens actively plan for extended disruptions of service in the future.

I continue to look forward to serving the Citizens of Columbia and encourage you to contact me with any concerns or issues that may arise.

Yours in Safety,  
Tfc Don Aitken



## Social Service Department

2010-2011

Social Services for the Town of Columbia are administered by the *Access Agency*. The *Access Agency* is a Community Action Program that provides services to low-income families and individuals in Windham and Tolland Counties. Yanaira Morales, Case Manager, is based at the Beckish Senior Center during the hours of 8:30 am – 3:30 pm each Tuesday.

This office offers information, referrals, assistance and advocacy to all residents of Columbia who are in a crisis situation and/or in need of information on state and federal programs. The *Access Agency* also provides energy assistance to qualified individuals and families through the LIHEAP (Low Income Home Heating Assistance Program) which is funded by the Federal Government and administered by the Department of Social Services for the State of CT. Residents may apply for heating assistance programs at the Beckish Senior Center or at the *Access Agency* main office at 1315 Main Street, Willimantic, CT.

The *Access Agency* also administers a food bank at the Beckish Center and it is administered by the Case Manager. The *Access Agency* Food Bank Coordinator stocks the shelves and supplies emergency food to the food bank as needed. Holiday food baskets are provided to qualifying Columbia residents through the efforts of The Salvation Army, local churches, Porter School, Boy Scouts and Girl Scouts. If you are interested in receiving a basket for the holidays please contact the town hall or the *Access Case Manager*. Donations to the food bank may be made to the food bank at the Beckish Senior Center. The food bank will provide an emergency three-day food supply and each family/individual receiving a food supplement will meet with the Case Manager and complete an assessment of needs. They will complete a Service Plan and commit to working with the Case Manager on budgeting, job training opportunities, further their education, etc. Appropriate referrals and advocacy will be made to assist the families to overcome their barriers to self-sufficiency. Referrals may include, but are not limited to, budgeting classes, job training programs, GED classes, DSS benefits (SNAP, medical, TANF), Lions Club and other eye care programs, etc.

For appointments or questions, you can call the Beckish Senior Center at 860-228-0759 each Tuesday during the hours of 8:30 am – 3:30 pm and talk with The *Access Case Manager*. You can also call the *Access Agency* at 860 450-7400 Monday – Friday from 8:00 am – 4:00 pm.

**Solid Waste/Recycling Advisory Committee (SWRAC)**  
**Annual Report**  
**2010-2011**

After months of planning and analyzing, the town implemented a six month trial of unit based pricing (Pay As You Throw) for the transfer station. The trial ran successfully from September 1, 2010 thru February 28, 2011.

Late in February, 2011, a town wide meeting was held to vote on whether or not to continue the program. Although the figures from the trial showed a decrease in trash disposal, which thereby increased the recycling rate to about 40%, the program was voted down at the meeting.

Since that time, SWRAC has been monitoring tonnage going out of the transfer station as well as keeping tabs on increasing hauling fees. The commission will continue to collect data and present the information periodically to the Board of Selectman.

Respectfully submitted,

Kris Earle  
Chair





# TOWN OF COLUMBIA

323 Jonathan Trumbull Highway, Columbia, CT 06237 P.O. Box 25  
(860) 228-0230 FAX: (860) 228-2335

## Tax Collector's Office

Dear Taxpayers of Columbia,

The collection rate for the Grand List of October 1, 2009 was 98.6%. The balance left to be collected at the end of the fiscal year for all years is \$291,201.76. During the month of July 2011 \$28,032.74 of the delinquent taxes reported within this annual report were collected.

The tax sale held on September 16, 2010 was conducted by Attorney Adam J. Cohen of Pullman & Comley LLC under direction of the Tax Collector. Of the six properties that were slated for the tax sale, one was postponed, one was sold and all others were paid on or before the sale date. The result of this method of collection was revenue in the amount of \$150,885. Also, several large delinquent accounts were collected during this fiscal year which increased revenues significantly, by another \$150,423.

During these difficult times it is imperative and important, if you are having difficulties paying your taxes, that you call this office or come in so we can work out a mutually agreeable payment plan.

As always, I appreciate the opportunity to serve you as Tax Collector and would like to thank you for your cooperation.

Sincerely,

Carol W. Price, CCMC  
Tax Collector  
06/30/2011

Report of the Property Tax Collector  
 Town of Columbia  
 Fiscal year ending June 30, 2011

List Year	Beginning Balance	Lawful Corrections	Suspense	Amount of Tax Collectible	Taxes Paid	Interest Paid	Lien/Other Fees Paid	Collectible Balance
1995	\$525.22	\$0.00	\$0.00	\$525.22	\$0.00	\$0.00	\$0.00	\$525.22
1996	\$563.64	\$0.00	\$0.00	\$563.64	\$0.00	\$0.00	\$0.00	\$563.64
1997	\$576.46	\$0.00	\$0.00	\$576.46	\$0.00	\$0.00	\$0.00	\$576.46
1998	\$599.52	\$0.00	\$0.00	\$599.52	\$0.00	\$0.00	\$0.00	\$599.52
1999	\$691.74	\$0.00	\$0.00	\$691.74	\$0.00	\$0.00	\$0.00	\$691.74
2000	\$661.00	\$0.00	\$0.00	\$661.00	\$0.00	\$0.00	\$0.00	\$661.00
2001	\$861.90	\$0.00	\$0.00	\$861.90	\$0.00	\$0.00	\$0.00	\$861.90
2002	\$899.08	\$0.00	\$0.00	\$899.08	\$0.00	\$0.00	\$0.00	\$899.08
2003	\$1,034.86	\$0.00	\$0.00	\$1,034.86	\$47.90	\$11.50	\$24.00	\$986.96
2004	\$2,458.50	\$0.00	\$0.00	\$2,458.50	\$1,495.96	\$1,298.43	\$24.00	\$962.54
2005	\$21,911.02	\$0.00	(\$56.66)	\$21,854.36	\$20,251.53	\$12,926.80	\$144.00	\$1,602.83
2006	\$68,101.84	(\$1,055.46)	(\$1,214.25)	\$65,832.13	\$52,654.00	\$32,216.59	\$318.00	\$13,178.13
2007	\$89,944.17	(\$1,100.90)	(\$1,145.81)	\$87,697.46	\$63,942.05	\$28,260.82	\$408.00	\$23,755.41
2008	\$192,702.15	(\$7,688.35)	\$0.00	\$185,013.80	\$109,057.15	\$26,040.38	\$658.00	\$75,956.65
2009	\$12,484,413.28	\$14,743.88	\$0.00	\$12,499,157.16	\$12,330,799.68	\$41,170.23	\$310.00	\$168,357.48
<b>Totals</b>	<b>\$12,865,944.38</b>	<b>\$4,899.17</b>	<b>(\$2,416.72)</b>	<b>\$12,868,426.83</b>	<b>\$12,578,248.27</b>	<b>\$141,924.75</b>	<b>\$1,886.00</b>	<b>\$290,178.56</b>
								\$1,023.20
								<b>\$291,201.76</b>
								refund balance
								<b>Net collectible balance</b>
								Suspense collections
					\$328.45	\$257.68		
					\$12,578,576.72	\$142,182.43	\$1,886.00	
								<b>Total collections</b>
					\$23,471.04	\$114.05		
								<b>Refunds</b>

Copy of lawful corrections on file with the Town Clerk.  
 Copy of accounts of suspense with Selectmen and Tax Collector.



**Town of Columbia**  
**unpaid taxes for Fiscal year ending June 30, 2011**

**List of 10/1/95**  
 Clark Theresa I \$525.22

**List of 10/1/96**  
 Clark Theresa I \$563.64

**List of 10/1/97**  
 Clark Theresa I \$576.46

**List of 10/1/98**  
 Clark Theresa I \$599.52

**List of 10/1/99**  
 Clark Theresa I \$691.74

**List of 10/1/00**  
 Clark Theresa I \$661.00

**List of 10/1/01**  
 Clark Theresa I \$861.90

**List of 10/1/02**  
 Clark Theresa I \$899.08

**List of 10/1/03**  
 Clark Theresa I \$986.96

**List of 10/1/04**  
 Clark Theresa I \$962.54

**List of 10/1/05**  
 Clark Theresa I \$978.70  
 Carr Linda L \$245.28  
 Reynolds Justin D \*\$206.26  
 Fleming Sonya R \$46.09  
 Roy John T \$126.50  
**Year Total \$1,602.83**

**List of 10/1/06**  
 Barrea Michael F \*\$4,280.67  
 Clark Theresa I \$1,032.46  
 Paid after books closed \*\$277.77  
 Desrosiers Luann \*\$939.04  
 Pollansky Darby L \*\$67.86  
 Carr Linda L \$31.56  
 Fleming Sonya R \$53.50  
 Fox Kyle R \$521.86  
 Roy John T \$150.27  
 Despres Doris or \$115.74  
 Dimaio Donna R \$24.12  
 Shi Kaiyuan \$24.24  
 Deferred Accounts \$5,659.04  
**Year Total \$13,178.13**

**List of 10/1/07**  
 Barrea Michael F \$5,471.80  
 Clark Theresa I \$1,076.92  
 Paid after books closed \*\$1,675.33  
 Crocker Roy L & Sandra A \$2,818.74  
 Desrosiers Luann \$2,884.14  
 Fornal Jay R & Shapleigh \$1,879.16  
 Kaplan Lewis R \*\$1,650.00  
 Pollansky Darby L \$134.51  
 Paid after books closed \*\$371.62  
 VL Platinum LLC \*\$569.94  
 Andelin Dale P \$24.20  
 Bentley Richard P \$138.43  
 Carr Linda L \$29.87  
 Despres Doris or \$248.74  
 Dimaio Donna R \$40.11  
 Fleming Sonya R \$25.51  
 Fox Kyle R \$379.98  
 Fredette Matthew J \$396.59  
 Roy John T \$135.16  
 Shi Kaiyuan \$97.66  
 Zapert Jesse G \$183.12  
 Copeland Sharron E \$43.38  
 Demers Thomas G \$12.82  
 Strickland Deborah M \*\$27.58  
 Strickland William J \$15.28  
 Telgarsky Pamela M \$11.82  
 VL Platinum LLC \$293.58  
 Deferred Accounts \$3,119.42  
**Year Total \$23,755.41**

**List of 10/1/08**  
 A & J Realty LLC \$5,352.14  
 Barrea Michael F \$5,823.84  
 Beckford Alison \$4,026.76  
 Braman Tatum \*\$918.03  
 Clark Theresa I \$1,136.70  
 Crocker Roy L & Sandra A \$2,975.20  
 Desrosiers Luann \$3,044.22  
 Fairview Farms LLC \*\$5,872.49  
 Fornal Jay R & Shapleigh \$3,359.46  
 Hul Andrew G & Patricia E \$6,074.64  
 Kaplan Lewis R \$7,762.19  
 Kozin Margaret \*\$2,522.38  
 Lake Columbia LLC \$3,502.12  
 Malek Michael E 1/3 & Et \$4,031.36  
 Paid after books closed \$3,555.05  
 Pollansky Darby L \$141.97  
 Pompeii Coral A \*\$212.68  
 Smith Asa D Estate of & S \$3,018.92  
 Walcott Sandra L \*\$1,380.97  
 Warren Deborah Marie \*\$576.73  
 Baumgartner Petra \$20.71  
 Falvey Kristin \$40.57  
 Twisted Steel Custom Cyc \*\$17.07



**Town of Columbia**  
**unpaid taxes for Fiscal year ending June 30, 2011**

VL Platinum LLC	\$1,203.16	Strong Edward P	\$41.88
Baumgartner Petra	\$91.35	Wood Daniel P	\$83.76
Bentley Richard P	\$107.23	Deferred Accounts	\$4,012.34
Bothur Justin D	\$42.34	<b>Year Total</b>	<b>\$76,515.56</b>
Breault Edward III	*\$252.34		
Canela Tiburcio A H	\$43.03	<b>List of 10/1/09</b>	
Carlson David A	\$46.02	A & J Realty LLC	\$5,477.74
Close Megan M	\$143.81	Allen & Fitzpatrick Holdi	\$3,758.58
Coleman Samuel J	\$30.14	Barrea Michael F	\$5,960.52
Concaugh Danielle R	\$174.88	Beaulieu Steven M & Chris	*\$1,754.48
Copeland Sharron E	\$43.49	Beckford Alison	\$4,121.26
Dancy Bonnie K	\$61.21	Bennett Robert E & Rosema	*\$1,060.00
Demers Patricia A	\$160.38	Boivin Bethany L	*\$5,345.85
Demers Thomas G	\$74.78	Braman Tatum	\$2,649.38
Despres Doris or	\$188.45	Paid after books closed	*\$1,000.00
Dimaio Donna R	\$40.27	Clark Theresa I	\$1,163.38
Duval Devin W J	\$34.28	Cobb Myron	*\$1,255.93
Fox Kyle R	\$430.75	Paid after books closed	\$4,363.82
Fredette Matthew J	\$321.23	Cray Sonya-Lynne Trustee	*\$1,178.05
Gilbert Susan J	\$48.32	Crocker Roy L & Sandra A	\$3,045.02
Giovannini John F	\$58.91	Desrosiers Luann	\$3,115.68
Giovannini Sandra Q	\$69.26	Dube Laurie A	*\$48.00
Johnson Michael J	\$63.51	Fairview Farms LLC	\$7,832.74
Martel Christian A	\$128.40	Fornal Jay R & Shapleigh	\$3,438.32
Morrone Frank A	\$29.45	Frank Robert J Jr & Kathl	*\$15.88
Ogonowski Michael J	\$66.04	Hartling Michael	\$9,012.60
Porter Edward L	\$46.25	Hul Andrew G & Patricia E	\$6,217.20
Price David E II	\$26.00	Jaswinski Joseph S 1/2 &	**\$3,447.72
Purvis Justin R	\$32.67	Kaplan Lewis R	\$7,944.36
RC Power Equipment INC	\$161.99	Kasica Gene	**\$3,593.26
Rowlands Morgan L	\$40.27	Kozin Margaret	\$2,687.06
Shea Matthew N	\$237.69	Lake Columbia LLC	\$3,584.32
Sirois Ryan M	\$73.17	Malek Michael E 1/3 & ET	\$4,841.88
Smith Samuel D	\$101.47	Paid after books closed	*\$36.17
Songhurst Gregory R Jr	\$44.64	Paid after books closed	\$3,638.48
Strickland Deborah M	\$23.24	Michalick Adam ET AL	\$78.19
Strickland William J	\$37.05	Michalik Adam	*\$1,246.42
Ta Hieu T	\$4.60	Michaud Norma M Estate of	*\$3,252.26
Telgarsky Pamela M	\$29.91	Nazarczuk Mary Estate of	\$3,598.44
VL Platinum LLC	\$969.87	Niles Carrie Ann	\$3,207.52
White Sr Anthony L	\$193.28	Olson Russell G	*\$1,750.95
Wood Daniel P	\$84.68	Pollansky Darby L	\$145.30
Zapert Jesse G	\$154.63	Pompeii Coral A	\$2,238.50
Fleming Sonya R	\$25.77	Smith Asa D Estate of & S	\$3,089.76
Callahan Heather B	\$56.81	Spector Lucille M Estate of	\$5,833.34
Griffin Brendan J	\$193.15	Tuohy Laura A	\$4,347.34
Gunas Susan R and	\$89.48	Walcott Sandra L	\$3,207.52
Martinchek Jennifer L	\$30.83	Warren Deborah Marie	\$4,107.12
Moore Windows and	\$29.75	Paid after books closed	*\$429.44
Neves Joylynn	\$77.66	Paid after books closed	*\$489.58
Roche Jose A	\$32.49	Falvey Kristin	\$41.52
Schmidt Christopher S or	\$79.15	Fox Sharon A	\$90.97
Smith Jennifer H	\$49.59	Gouin Michelle	\$20.61
Strong Brian T	\$132.26	Grano Wendy	*\$305.54



**Town of Columbia**  
**unpaid taxes for Fiscal year ending June 30, 2011**

Kita Winfried & Mary Ann	\$73.59	Hampson Marsha A	\$37.21
Lembo Philip J	\$220.78	Paid after books closed	\$43.33
Murphy James	*\$155.88	Hayn Mary Katherine	\$52.05
Naumec John R	\$9.42	Hight Terry L	\$64.29
Ogden Art	\$2,575.78	Houle Rebecca A	\$113.04
Parent Janet	\$31.20	Johnson Michael J	\$38.39
QDRO Administrative Servi	\$7.77	Johnson Michael R	\$142.24
RAM2 LLC	\$105.98	Jordan Dennis K	\$96.08
Roberts Eric	*\$745.05	Removed after books closed	\$100.56
Teply Richard L	\$237.86	Kita Winfried or	\$255.52
Tomaso Mark	\$206.06	Paid after books closed	\$214.31
Twisted Steel Custom Cyc	\$535.18	Paid after books closed	\$171.44
Abbott Michael A	\$50.63	Langlois Jeffrey E	\$244.92
Adams Elizabeth S	\$84.52	Lee Dal Ho or	\$268.00
Alexander-Obrien Renee A	\$319.01	Lembo Philip J 3rd	\$200.41
Ashworth William	\$124.11	Martinchek Jennifer L	\$147.89
Avery Wesley W	\$154.25	McLarney Shawn M	\$111.39
Baughman Peter H and	\$46.16	McManus Duane J	\$482.54
Baughman Theresa H and	\$11.78	Mezzomo Hope A	\$91.61
Baumgartner Petra	\$89.49	Mezzomo Natalie M	\$152.13
Beckford Alison M	\$80.78	Michaud Shirley	\$70.18
Belanger Joseph	\$78.66	Moore Windows and	\$65.70
Bothur Justin D	\$44.51	Morgan Kenneth R	\$50.87
Boucher Sean M	\$172.39	Myshrall Kristin L	\$85.25
Breault Edward 3rd	\$193.35	Neves Chad A	*\$325.68
Brennan John T	\$111.63	Neves Joylynn	\$85.72
Burnett Jeffrey A or	\$69.71	Odannel Tina K	\$232.91
Cain Alesha M	\$87.84	Ogonowski Michael J	\$66.88
Callahan Heather B	\$127.41	Ortiz Juan C	\$228.91
Carcia Jennifer A	\$147.19	Palacios-Baughman Theres	\$293.90
Chambers Cynthia	\$139.37	Pallas Wendy A	\$229.14
Clark Christian A	\$377.97	Parent Francis D	*\$121.47
Clarkson John A	\$60.52	Parent Janet L	\$199.80
Cunningham E A or	\$164.38	Pierce William F 3rd or	\$172.39
Cunningham Eric T	\$172.62	Pietras Roger E or	\$275.09
Dancy Bonnie K	\$64.29	Randazzo Rebecca M	\$205.36
Demers Thomas G	\$75.83	RC Power Equipment Inc	\$133.53
Desautels Tammy L	\$113.98	Riquier David A	\$180.16
Digiovanni Todd R	\$50.63	Roche Jose A	\$97.26
Dowd Daniel S	\$191.46	Rogers Loriann	\$93.12
Dziedziak Zigmund J Jr	\$86.19	Rowlands Joann	\$327.58
Fleming Geoffrey A	\$140.59	Ruiz Liza Y	\$281.42
Fleming Sonya R	\$25.67	Schmidt Christopher S or	\$98.91
Paid after books closed	*\$11.22	Sehl Jessica R	\$141.30
Fox Sharon A or	\$292.36	Senick Gregory K or	*\$317.65
Paid after books closed	*\$82.25	Senick Joan J	\$13.42
Fredette Matthew J	\$327.81	Shea Matthew N	\$263.76
Gilbert Susan J	\$47.34	Shlosser Erika L	\$111.39
Giovannini John F	\$59.82	Siemers John R	\$32.97
Giovannini Sandra Q	\$70.41	Sitler Matthew K	\$178.98
Gould Christopher P	\$239.50	Smith Jennifer H	\$90.67
Grabowski Neil E	\$230.06	Smith Samuel D	\$88.31
Griffin Brendan J	\$659.88	Soulia Margaret M	\$389.56
Gunas Susan R and	\$204.13	Paid after books closed	*\$143.58



**Town of Columbia**  
**unpaid taxes for Fiscal year ending June 30, 2011**

St Peter Herbert W	*\$27.49	Saucier Alexis Renee	\$282.84
Strickland William J	\$36.27	Paid after books closed	\$22.28
Strong Brian T	\$160.85	Serrano Ricardo Jr	\$38.31
Strong Edward P	\$42.15	Squier Laurie L	\$26.23
Telgarsky Pamela M	\$33.91	Strout Kurtis R	\$15.14
Teply Richard L	\$179.29	Truman Joyce L	\$72.39
Tomaso Mark A	\$244.45	Tuohy Laura A	\$57.44
Tuohy William J or	\$160.38	Walcott William L	\$12.86
Tuthill Michael G Jr or	\$322.90	West James C	\$23.71
Vangelakos Ellen J	\$268.24	Wiggins Joyce L	\$17.54
Viviano Teressa J	\$48.98	Wiley Stuart A	\$226.43
Waldron Robert J	\$142.24	Woods Benjamin R	\$89.02
Paid after books closed	\$60.29	Deferred Accounts	\$3,000.00
Waters Bozena	\$348.92	<b>Year Total</b>	<b>\$168,821.77</b>
White Sr Anthony L	\$194.05		
Wingate Sherri Lynn or	\$246.57	<b>Total Collectible All Years</b>	<b>\$291,201.76</b>
Wood Daniel P	\$181.34		
Batherson Ryan	\$87.65	*designates partial payments	
Paid after books closed	\$128.49		
Paid after books closed	\$232.55	**designates the amount owed is in dispute and is the subject of pending litigation	
Brennan Corey M	\$167.44		
Carter Linda D	\$41.33		
Paid after books closed	\$62.67		
Cody Madelyn F	\$62.78		
Cristodoro Jennifer L	\$31.72		
Deforest Kelly M	\$141.18		
Dobrowolsky Joseph	\$278.57		
Foran Denyse E	*\$2.00		
Paid after books closed	\$6.24		
Gallant Sara P	\$11.70		
Ghrist Charlie T Jr	\$33.86		
Gimmartino Ricky L	\$21.69		
Giovannini Francis J	*\$233.75		
Gouldsbrough Pauline	\$171.84		
Griffin Daniel Patrick	\$10.01		
Paid after books closed	\$46.98		
Harrison Frederick E 2nd	\$14.41		
Ingenito Joseph	\$65.66		
Judd Mark R	\$22.89		
Kinney Russell H	\$125.76		
Koiva Christina M	\$14.11		
Paid after books closed	\$61.39		
Lavine Seth D	\$93.28		
Paid after books closed	*\$173.36		
McGonigle Brian L	\$305.44		
Messier Ryan A	\$70.30		
Morascini Marianne	\$54.87		
Neves Chad A	\$167.77		
Otero Deirdre T	*\$162.36		
Paid after books closed	\$241.43		
Porter Elizabeth A	\$133.83		
Post Gregory A	\$31.58		
Pouliot Ashley M	\$44.32		
Roy Christina M	\$109.63		





# TOWN OF COLUMBIA

323 Jonathan Trumbull Highway, Columbia, CT 06237  
(860) 228-0110 FAX: (860) 228-1952

## OFFICE OF THE TOWN ADMINISTRATOR

The Office of the Town Administrator fulfills the desires of the Columbia Board of Selectmen. During Fiscal Year 2010-2011, the Office worked extensively in the areas of energy cost reduction, personnel, and purchasing.

Energy cost reduction was accomplished in three ways. First, the BOS undertook a window and door replacement project at the Town Hall. The project was completely funded in the form of a \$40,436 federal grant to be used towards energy efficiency purposes. Some of the grant monies were used to fund the purchase and installation of an energy efficient air conditioning unit for the Land Use Offices, with the town providing the remaining balance. As a result of the project, the Town Hall expects to use less electricity and fuel in the future. Second, the town entered into an agreement for solar panels with DCS Energy of Glastonbury, Connecticut. The agreement essentially provides for solar panel units to be installed, at a cost of one dollar per unit, on or near the following facilities: Town Hall; Old Firehouse; Transfer Station; New Firehouse; and Public Works Garage. The energy generated by the solar panels will offset the energy that the aforementioned facilities will consume. DCS Energy stands to receive the tax credits associated with the solar panels. Third, Columbia reached an agreement with a company called Direct Energy whereby the company will offer a fixed electricity price to Columbia residents over a specific time period. In exchange for having received the town's exclusive marketing approval, Direct Energy agreed to designate a portion of all electricity sale proceeds to the Town's fuel/food bank. Direct Energy was selected via a public bid process conducted by the Town of Coventry. The program proved so successful in Coventry that Columbia and several towns in Eastern Connecticut signed on as participants to the deal that Coventry reached with Direct Energy. A number of residents in town signed up for the program, with feedback being overwhelmingly positive.

Personnel activity was significant during the Fiscal Year. Much time was spent negotiating two collective bargaining units. The duration of each executed agreement is three years. Highlights include a two percent general wage increase each year and a slight increase in the employee cost share of medical insurance. In terms of hiring, the Town named a long-time employee of the Public Works Department to the position of "IT Technician." The new position allowed for the Town to spend considerable effort upgrading the municipal government's IT infrastructure, including servers, employee workstations and software programs of significant importance to several departments. Also seeing new staff was the Finance Department. A part-time payroll position was created. A qualified candidate was hired – one with previous experience managing a private business. Also, the full-time position of "Accountant" was created and filled with a qualified candidate that held significant prior municipal experience. The personnel moves in the Finance Department have resulted in the town receiving much praise from its auditor. Aside from IT and Finance, the Senior Center welcomed the addition of new staff. Bernadette Derring was promoted from the interim position of Senior Center Director to the permanent position of Director of Senior Services. Prior to the hire, the Board of Selectmen revamped the job

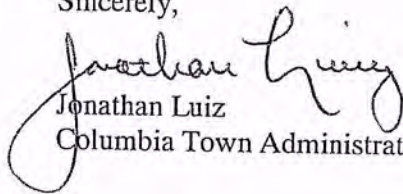


description so that the roles and responsibilities of the position could be further clarified. Considerable time was spent re-writing the job descriptions for Senior Center staff that work in the kitchen and work to deliver meals. Furthermore, Senior Center "House Rules" were drafted and adopted for the benefit of all visitors.

Purchasing is an activity of Columbia's town government that is constantly taking place. Significant purchases are made via an established bid process. Some of the bids are supplied via verbal quotes; others depend on written quotes, while others are submitted in sealed form pursuant to public advertising. This Fiscal Year, the Town utilized the purchasing procedures to make procurement decisions concerning the following goods and services: Fire "Engine" Truck; Accounting software; Bond Counsel; Information technology on-call services; Architectural services for the Saxton B. Little Free Library Expansion project; Revaluation; and Town Counsel. Furthermore, the Town procured several other goods and services via the State of Connecticut bid system and/or the Capital Region Council of Governments (CRCOG) Purchasing Council. Two projects completed via the CRCOG Purchasing Council were the aforementioned windows and doors replacement project at the Town Hall and the exterior renovation project performed on the Moor's Indian Charity School.

The Office of the Town Administrator looks forward to serving the Board of Selectmen next Fiscal Year.

Sincerely,

  
Jonathan Luiz  
Columbia Town Administrator



## **ANNUAL TOWN REPORT**

**7/1/10-6/30/11**

**The Town Clerk's Office is responsible for keeping the official records of the Town. It is the center for public records, including land records, maps, vital statistics, elections and minutes of the numerous boards and commissions. It is governed by State Statutes, Town Ordinances and the Town Charter.**

**The Town Clerk issues and files various licenses and permits and the deadlines for some of these should be noted.**

**Dog licenses must be purchased when the dog becomes 6 months old and renewed annually during the month of June, at a fee of \$19.00 for an unaltered dog and \$8.00 for an altered dog. When licensing a dog, you must present a rabies certificate stating the date of expiration of the rabies shot.**

**Marriage licenses can be obtained in town of occurrence at the cost of \$30.00. Please call our office for more information on this.**

**Veterans' Discharges must be filed with the Town Clerk's Office in each Town of residence by September 30 to qualify for a possible tax exemption.**

**Absentee Ballots are issued by the Town Clerk' Office.**

**Trade Names must be filed by any person conducting a business under a designation other than his or her own name.**

**Liquor Permits must be filed in the Town Clerk's Office.**

Town Clerk - Page 2

Another busy year at the Town Clerk's Office. Listed below are some statistics that have taken place over the past year:

Documents Recorded	1195
Maps Recorded	16
Dog Licenses	682
Kennel Licenses	7
Marriages	24
Births	45
Deaths	40
Solicitors Licensed	3
Passports	*32

Currently our computer system for land records is back filed from January 2000 to the present time.

As of May 1, 2011, passports are no longer processed in the Town Clerk's Office.  
\*The above represents activity for passports in our office from 7/1/2010 – 4/30/2011.

Respectfully submitted,

Robin M. Kenefick  
Town Clerk



## TOWN HISTORIAN

### Annual Report 2010-2011

The job of the town historian is pretty much the same each year. New items must be found and investigated, queries answered, items properly preserved and catalogued.

This year was no different, with the Rochambeau Day committee needing information and the Day was celebrated.

A new 'dig' in Wells Woods added some spice to research and help was given to that committee.

The software added last year, when the collection was catalogued, has been a great help

In finding necessary information and has been added to as items require.

De Ramm, Town Historian

(Continued)



## TOWN OF COLUMBIA SOLID WASTE ANNUAL REPORT

### Recycled

		<u>unit</u>
Single Stream Recycling	= 699.98	tons
Scrap Metal	= 40.89	tons
Tires	= 433	total count

### Deposited for Disposal

Household Trash (MSW) = 1,164.14 tons

### **Other**

Swap Goods	donated and reused by residents
Clothing	donated to charity
Books	donated to SB Library and sold
Returnable bottles and cans	donated to Columbia Boy Scouts for deposit return

Columbia makes every effort to rank high in the statewide recycling programs. Your continued efforts in recycling and proper disposal of waste are crucial towards preserving our environment. In addition, reduction in materials to the waste stream will significantly reduce costs for our waste disposal in town. Columbia residents should be proud of their collaborative recycling efforts and hope that they continue for the foreseeable future.



**TOWN OF COLUMBIA  
ZONING BOARD OF APPEALS  
2010-2011  
ANNUAL REPORT**

TO: BOARD OF SELECTMEN

The Columbia Zoning Board of Appeals meets on the fourth Thursday of each month, when an applicant has some special circumstance with development or use of a parcel of land. The Zoning Enforcement Officer counsels prospective applicants for variances or special exceptions to determine whether there is justification for the application to go before the ZBA.

Most cases involve a variance from a specific zoning regulation where full application of the regulation would cause unusual hardship to the applicant and prevent what otherwise would be a reasonable use or project. The ZBA can grant a special exception for a reduced property line setback or increased building height associated with non-conforming (to zoning) structures and land parcels. In this capacity, the Board reviews application materials and acts using guidelines similar to those used by the Planning and Zoning Commission for special exceptions. The ZBA functions as a reviewer of locations of gasoline stations and auto repairers who need licensing from the State. The ZBA can also be called upon to review an appeal of a decision of the Zoning Enforcement Officer.

The ZBA Decisions for Fiscal Year 2010-2011 were as follows:

- July 22, 2010: Approved the Special Exception application of Sebastian Randazzo under Section 10.3.2 for a building expansion on a non-conforming lot at 170 Route 66 East.
- August 26, 2010: Denied the Variance Application of Pelletier Builders, Inc. under Section 62.5.2b of the Columbia Zoning Regulations (Commercial District Wall Signs) at 21 Route 66 East, Wile Hyundai.
- August 26, 2010: Denied the application of Arthur E. Ogden regarding the appeal of the decision of the Zoning Enforcement Officer to issue a Cease and Desist Order for the operation of a contractor's yard at 6 Cherry Valley Road and Route 66.

Respectfully submitted:

Joseph J. Narkawicz, Chairman  
Carol J. Williamson, Vice Chairman  
William V. Petrone, Jr.  
Frederick E. Savoie, Jr.

Jeffrey L. Vose, Secretary  
Edward A. DiGiovanni, Alternate  
Gary Littlefield, Alternate

*Reports  
Of  
Private  
Agencies*





## Columbia Volunteer Fire Department, Inc.

167 Route 66 · P.O. Box 26, Columbia, Connecticut 06237  
860-228-9602



July 13, 2011

Columbia Volunteer Fire Department, Inc.  
167 Route 66, PO Box 26  
Columbia, CT 06237

Re: Chief's Annual Report for Fiscal Year 2010-2011

Dear Members:

The Columbia Volunteer Fire Department, Inc. was dispatched to approximately 541 calls for service during fiscal year 2010-2011, which is one call less than the prior year.

The number and type of calls were as follows:

<u>Type of Incident</u>	<u>Total Number of Incidents</u>	<u>Percentage Value</u>
Fire	28 (+1)	5%
Rescue & EMS	393 (+6)	73%
Hazardous Conditions (no fire)	30 (+3)	5.5%
Service Calls	22 (-6)	4%
Good Intent Calls	26 (-20)	4.5%
False Alarm & False Calls	33 (+8)	6%
Severe Weather & Natural Disaster	5 (+5)	1%
Special Requests for Service	4 (+4)	1%
Total	541	

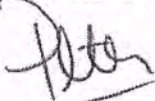
One of my main goals has been and will always be providing a superior level of customer service to those who we are charged with protecting, all day, every day, rain or shine, day or night. This objective can only be met through continuing education, hard work, dedication, and a commitment to a common, shared goal of operating as a highly professional public safety agency.

As most of you know, I am passionate about training, and strive to instill those feelings in you as well. This past year, and especially the past few months, we have had some great training opportunities, and I hope you have learned, and continue to learn, something new every time we meet. A colleague of mine once told me "Don't just train until you get it right, train until you can't get it wrong". I am now beginning to think that he may have coined that phrase from watching you train, as you exemplify that desire for excellence.

The highlight of this past year was the production and delivery of Engine 105. This was the culmination of almost three years work by the truck committee. After overcoming numerous obstacles, the department and the committee were able to design and obtain a state of the art piece of apparatus from Pierce Manufacturing, which should serve the Town for quite some time.

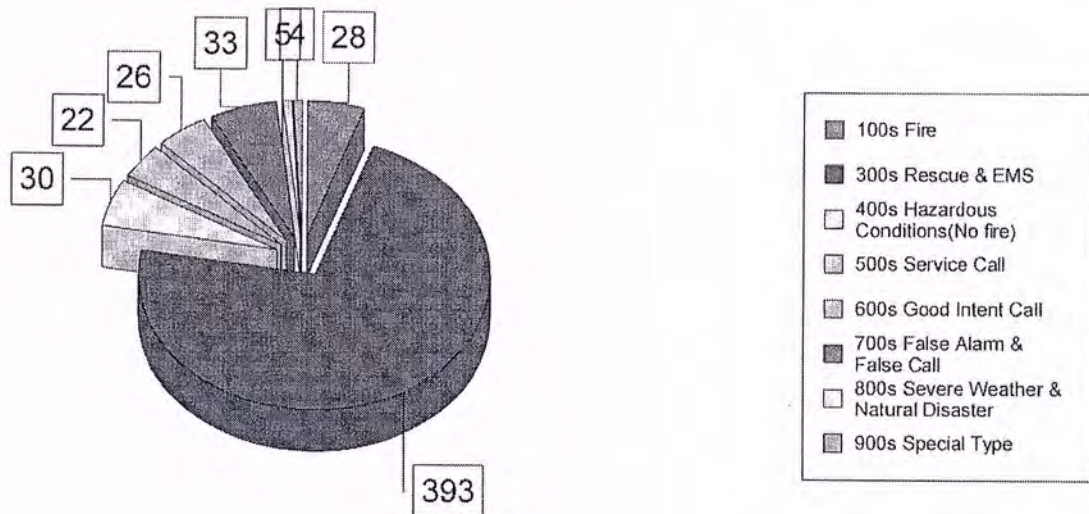
The officers and members of the Columbia Volunteer Fire Department, Inc. have continued to give their time without question, and have continued to make personal sacrifices to insure that the public safety needs and demands of the Town are met. I am proud of your commitment, I am proud of your desire, I am proud to serve as your Chief, but most of all, I am proud of you for what you do, for no more than a "thank you".

God bless and stay safe,

A handwritten signature in black ink, appearing to read "Peter", written over a horizontal line.

Peter J. Starkel, Chief  
Columbia Volunteer Fire Department, Inc.





Graphed Items are sorted by Incident Type

Type Of Incident:

Total Of Incidents:

Percentage Value:

100 Series-Fire	28	5.18%
300 Series-Rescue & EMS	393	72.64%
400 Series-Hazardous Conditions(No fire)	30	5.55%
500 Series-Service Call	22	4.07%
600 Series-Good Intent Call	26	4.81%
700 Series-False Alarm & False Call	33	6.10%
800 Series-Severe Weather & Natural Disaster	5	0.92%
900 Series-Special Type	4	0.74%

Grand Total: 541

Type Of Incident Most Frequent: 300 Series-Rescue & EMS

Print Date: 7/12/2011

Librarian's Report to the Library Board and the Town of Columbia  
July 1, 2010 – June 30, 2011

Submitted by Su Epstein, Ph.D. Library Director



## **Saxton B. Little Free Library Report For 2010-2011**

*Mission Statement:* The Saxton B. Little Free Library provides and promotes excellent services, programs and materials that inform, educate, and enrich all citizens.

### **Hours**

M, F and Sat.            10:00 A.M. to 5:00 P.M.

T, W and TH            10:00 A.M. to 8:00 P.M.

Closed on Saturday during July and August and all legal holidays

### **Library Board Officers and Directors 2010-2011**

President	Pat Shimchick
Vice President	Pat Gallagher
Treasurer	Marnie Faupel
Recording Secretary	Pat Grabel
Trustee	John Allen
Director	Jennifer Bright
Director	Stephen Donovan
Director	Patricia Hul
Director	Janice Knight
Director	Beth Marshall
Director	Karen O'Hearn
Director	Todd Shepard
Director	Debby Smith
Director	Hank Stockmal

### **Staffing**

Library Director	Su Epstein
Adult Services Librarian	Carol Kubala
Children's Services Librarian	Megan Quigley
Technical Services Librarian	Sue Morytko
Library Assistants	Joanne Malchiodi
	Leah Robertson
	Pam Robbins
	Jill Swenson

### **Friends of the Library Officers 2010-2011**

President	Amy Raffa
Vice President	unfilled
Secretary	unfilled
Treasurer	Diane Reitz -Savage
Publicity	Terry Casey, Theresa Cooper
Membership	Chris Franklin, Sarah Keleher, & Marcy Littlefield
Book Sales	Jessica Forest
Board/Friends Liaison	Debby Smith

The Saxton B. Little Library owes a great debt of thanks to the Friends of the Library. Over the past year their contribution included, but was not limited to the following:

- Donated funds for children's and adult programming, Library events, materials, newspapers, and renovation fund
- Provided funds for museum passes such as Mystic Seaport, Roger Williams Park Zoo, the New Britain Museum of Art, The Florence Griswold Museum and more
- Published a quarterly newsletter in *The Columbia Crossroads*
- Provided discounts on books and media for patron members
- Engaged in fund raising for the Library, including the on-going Book Nook in the Library foyer, book sales on Amazon and EBAY, and the maintenance of the book sale in the Chapel on the Green quarterly
- Sponsored audio, dvd and foreign film packets supplementing over 1000 choices for patrons
- Sponsored the annual Staff and Volunteer Appreciation Days

## Acknowledgments

The Board and staff of SBL wish to thank the dedicated volunteers to whom the Library is indebted. Collectively having worked over 570 hours, all of these people serve without compensation and allow the Library to serve the community. We cannot thank them enough.

Maureen Allen  
Mike Doyle  
Ed Gallagher  
Pat Gallagher  
Brenda Judkins  
Paul Kubala  
Gale Morganroth  
Judy Morganroth  
Nicole Potter

Philip Potter  
Barbara Quigley  
Caitlin Robinson  
Gail Rosano  
Debby Smith  
Mark Smith  
Noreen Steele  
Michael Sweeney

## Library Statistics

### *Circulation*

- Circulation for the 2010-2011 year totaled: 75,092, again supporting the national trend of increased circulation from years past.
- Saxton B. Little Free Library items circulated to 178 locations throughout the state, over 59,000 items were to Columbia residents. 2613 items circulated to the Beckish Senior Center. These figures were comparable to last year's.
- For the '10-'11 year, of the 75,092 items circulated, 6,752 were audio books or music (a slight increase from last year), 20,167 were DVDs (a decrease from last



year) and 48,059 items were print materials (over 1,300 more than last year). 114 downloaded audio books also circulated through SBL.

- 50,141 adult or YA materials were circulated and 24,400 children's materials were circulated.
- We requested 2536 items for our patrons from other libraries.

### *Collection*

- Current Library collection is 56,753 items. This includes items not permanently held by the Saxton B. Little Free Library. Approximately 400 items are not part of the Saxton B. Little Free Library's permanent collection, but are 'borrowed' from the Connecticut State Library system.
- The OPAC (Online Public Access Catalog) was searched 250,237. The system was logged into 27,380 times during the year.
- The Library was the recipient of Mystic Seaport's "Books To Libraries" donation of materials and we currently have 32 adopted authors.
- The audio cassette collection was eliminated, to be replaced over time by books on cds and playaways.
- Downloadable audio books were provided by the state of Connecticut and were downloaded 114 times.

### *Programming*

- The Library sponsored 198 programs during the '10-'11 year. These programs, sponsored for seniors, adults, teens, children and infants, included 3 adult book groups, 3 youth book groups, 96 Story Times, guest authors, craft making, musical performances and educational and informational sessions. In total, 1163 people attended story times, 1600 people attended other programs, creating a total of 2763 participants in library programs.
- Library programs were noted in the State's professional publications and online and appeared several times in local newspapers. The library hosted nationally recognized performers and authors.
- During the summer of 2010, our Make A Splash! reading program registered more participants than the year before, with 205 registered youth. Engaging in educational activities and literary pursuits all around a water theme, youth read over 1800 books and participated in over 600 literacy related tasks to earn raffle tickets for a summer's end drawing.
- The Library's display case offered opportunity for Horace Porter students, artists (local and national), local collectors, and local community groups to display their talents and information. Displays changed monthly.

### *Service*

- The Library provided as a functional location for several local tutors.
- Throughout the year, the Library served as a location for distance learning exam proctoring.
- Fax and photocopying services were offered for minimal fees.



- The Library is a repository for tax forms and other public interest and community documents and information, such as providing community bulletin board, access to local publication such as the Columbia Crossroads and Gem, FAF and continuing education documentation, and more.
- Library staff provided basic training to patrons in online job hunting and application processes, as well as reference assistance ranging from homework help to retirement issue.
- In cooperation with the State of Connecticut Library, SBL provided not only interlibrary loans, but free returns for materials to other libraries in state.

### *Notables*

- Thanks to the generous support from the Columbia Lions Club, the Library received a grant which enabled the purchase of 35 Large Print books.
- Summer Reading Program was supplemented by a grant from Savings Bank of Manchester.
- The Library received a \$25,000 Praxair grant designated for the replacement audio cassettes with audio books.
- The town's Library Building Committee was granted permission to move to Phase 2, and has spent the year working on a feasible design for an expanded building.
- Fundraising efforts for the Library increased. Nearly 100 people attended the First Annual 'Off the Page Spring Gala,' the second already scheduled for May 5, 2012.
- The Saxton B. Little Free Library's two blogs have received thousands of hits, including international hits. Several authors have contributed. The blogs were updated to a Facebook page.
- Library Director, Su Epstein, served as the regional representative to the Connecticut Library Association; she was also invited to be a reviewer for an international journal publishing library statistical research. Adult Services Librarian, Carol Kubala served on the Long Range Planning Committee for Connecticut Library Services, she was also asked by Harper Collins Publisher for permission to use one of her book reviews. Children's Librarian Megan Quigley participated in workshops at the Eric Carle Picture Book Museum.
- Due to equipment failure, the Library replaced its public access server and public access computers.

### **Saxton B. Little Free Library** **2010-2011 Financial Statement**

<b><u>Operating Expenditures</u></b>	<b><u>2010-2011</u></b>
Salary and Wages	\$186,372
P/R Taxes & Benefits	\$33,992
Cleaning Contract	\$6,358
Administrative	\$10,492
Library Supplies & Furniture	\$7,313
Utilities, Telephone	\$20,081



Books & Reference materials	\$31,059
Audio-Visual	\$8,571
Programs	\$2,218
Periodicals & Newspapers	\$5,015
Computer Service & Equipment	\$10,578
<b><u>Total Operating Expenditures</u></b>	<b><u>\$322,049</u></b>
<b>Emergency Reserve*</b>	<b>\$0</b>
<b>Capital Spending Reserve</b>	<b>\$10,000</b>
<b><u>Total Expenditures</u></b>	<b><u>\$332,049</u></b>

**Operating Revenues**

Town Grant	\$300,460
State Grant	\$4,551
Copier/Fax, Fines & Misc. Fees	\$8,025
Contributions & Holiday Fundraiser	\$8,134
Other Revenue	\$259
<b><u>Total Operating Revenue</u></b>	<b><u>\$321,428</u></b>

**Earnings / (Shortfall)** **(\$10,621)**

**Designated Funds**

	<b><u>Revenue</u></b>	<b><u>Expenditures*</u></b>
Friends	\$6,000	\$5,659
Memorials-Materials	\$604	\$1,063
Investment Dividends –Materials	\$434	\$585
Investment Dividends–Capital Imp.	\$411	\$453
Investment Dividends –Technology	\$0	\$0
Investment Dividends –Webster	\$2,391	\$2,541
SBM Foundation Grant	\$3,200	\$3,811
Other Designated Contributions	\$6,245	\$2,029
Praxair Fund grant for replacement of Audio bks only	\$25,000	\$0
General fundraising	\$5,579	\$3,872
Adopt-an-Author	\$721	\$699
<b><u>Total Designated/Inv. Revenues</u></b>	<b><u>\$50,585</u></b>	<b><u>\$20,712</u></b>

\*note – expenditures may be higher than revenue because used deferred monies.



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## United Services, Inc.

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*Creating healthy communities*

January 11, 2012

Ms. Carmen Vance  
1<sup>st</sup> Selectwoman  
Town of Columbia  
323 Route 87  
Columbia, CT 06237

Dear Ms. Vance:

On behalf of the Board of Directors of United Services, Inc., we respectfully request the Town of Columbia to contribute its share for services that will be provided by our agency to your community in the coming fiscal year. Enclosed is a summary of actual services utilized by Columbia residents this past year, as well as our Annual Report which highlights services that were provided to local communities during Fiscal Year 2011.

As you are likely aware, Northeastern Connecticut has been hit particularly hard by “The Great Recession”. We continue to see families struggle with some of the state’s highest unemployment rates and other troubling socio-economic indicators that illustrate the hardships and challenges encountered by individuals and families residing throughout the “Quiet Corner.”

United Services has now seen demand for Outpatient Mental Health Services have now more than DOUBLED in just the last four years – rising by 104% despite stagnant or reduced funding to the agency. The recession has also made its impact felt among families and individuals seeking other services we provide as well.

The numbers of individuals and families seeking support from programs including our Child Guidance Clinic, Addiction Treatment Services and our Domestic Violence Program have all increased significantly in recent years. And yet, while the needs of our communities may be higher than other regions, with few large employers, private foundations, and a very limited United Way presence to provide financial support, providers of essential human services in Northeastern Connecticut must do more with considerably less resources than other regions of the state.

Our request is based on a per capita allocation of \$.70 - a rate that has remained constant for the last 17 years, even as the costs for wages, benefits, insurance, utilities, etc. have increased considerably during those years, and continues to escalate. Few, if any, vendors of services to your town can make this same statement, and few organizations provide such critical and needed supports to the community.

[www.UnitedServicesCT.org](http://www.UnitedServicesCT.org)

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1007 North Main Street, P.O. Box 839, Dayville, CT 06241-0839  
132 Mansfield Avenue, Willimantic, CT 06226-2027  
233 Route 6, P.O. Box 200, Columbia, CT 06237-0200  
303 Putnam Road, P.O. Box 378, Wauregan, CT 06387-0378

Telephone 860.774.2020 • Fax 860.774.0826  
Telephone 860.456.2261 • Fax 860.450.1357  
Telephone 860.228.4480 • Fax 860.228.6921  
Telephone 860.564.6100 • Fax 860.564.6110



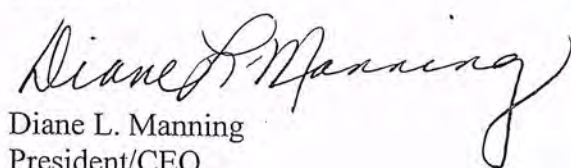
**Just \$.70 per resident, per year, will help provide the support we need to continue to respond to the needs of the individuals and families in our community.** As we reaffirm our commitment to our local communities even in the face of insufficient funding, we hope that the Town of Columbia will make continued support for United Services a priority. **Our request, based on the town's population of 5485, is \$3,839.50.**

These local funds from communities such as Columbia are used to match state funding for programs such as child abuse, youth violence prevention and the Domestic Violence Program, as well as support crisis services and provide information about behavioral health for local citizens. Town funds go directly to programs and are not used to pay for any administrative costs. We hope that with continued support from Columbia we can continue to meet the needs of children, adults and families who request our services in the coming year.

If you would like to learn more about our services, or if we can help you meet a special need in Columbia, please feel free to contact me at 860-774-2020. We would also be pleased to send a representative to your Board of Finance or Selectman's meeting.

United Services has provided behavioral health and social services for nearly 50 years in northeastern Connecticut. We value our alliance with Columbia and look forward to continuing our relationship during this year and realizing our shared goal of "Creating Healthy Communities."

Sincerely,

  
Diane L. Manning  
President/CEO

**TOWN OF COLUMBIA**  
**SERVICES PROVIDED TO TOWN RESIDENTS**  
 July 1, 2010 to June 30, 2011

<b>PARTIAL LISTING OF SERVICES</b>	<b>RESIDENTS SERVED</b>	<b>NUMBER OF VISITS/CONTACTS</b>
<i>Recovery Pathways</i> - services and support for optimal functioning in the community for individuals with serious mental illnesses, the elderly, parents of minor children, and the homeless.	2	3
<i>Emergency Psychiatric Services 24/7/365</i> – emergency response and crisis intervention for mental health and substance abuse problems for all ages. Includes mobile response to home, school, etc.	34	91
<i>Adult Outpatient Services &amp; Addiction Recovery Services</i> – outpatient treatment for adults, including special services for the elderly and seriously mentally ill populations, and home-based treatment. Treatment, counseling and case management for persons addicted to alcohol or drugs, gambling and other problem behaviors.	34	210
<i>Employee Assistance Program</i> – counseling and referral services for employees; employers have access to management/supervisory consultations and trainings.	2	3
<i>Child Guidance Center</i> – treatment for children and parents, including victims of abuse. Community education and prevention services.	17	151
<i>Psychiatric Services</i> – medical services for adults, adolescents and children, visits including specialized medication evaluations and monitoring, consultation and therapy.	28	154
<i>Work Services</i> – job readiness, job search and coaching for adults reentering the workforce after mental health treatment.	4	48



**VNA East**

**2010 – 2011**

**Annual Agency Evaluation  
and  
Performance Improvement Report**

**VNA East, Inc.  
34 Ledgebrook Drive  
Mansfield Center, Connecticut**

## 1. **Introduction:**

VNA East's 2010-2011 performance improvement initiatives focused on maintaining quality patient care through optimizing patient outcomes and patient satisfaction.

At the beginning of the fiscal year the clinical supervisors began a process, lasting the entire fiscal year, intended to improve skills in the areas of meeting management, group decision making, problem solving and conflict resolution. This process was centered around and resulted in building consensus in the identification of tactical plans corresponding to the five pillars of exceptional home care agencies. Specifically, with senior management, Professional Advisory Committee, and Board approval, the group agreed that the following performance improvement priorities would be initiated in a priority order beginning in Fiscal Year 2011:

- Pillar I: Profitability – Increase average case weights and decrease average nursing visits per episode to an acceptable benchmark;
- Pillar II: Quality – Reduce acute care hospitalization rate;
- Pillar III: Patient Satisfaction: CAHPS – Improve HHCAHPS “cluster” scores, specifically related to medication management;
- Pillar IV: Staff – Improve recruitment and retention of nursing staff, specifically hire a Case Manager for home care and a Case Manager for hospice.
- Pillar V: Growth – Increase percentage of Medicare admissions and explore opportunities for growth.

As the agency collected performance data through various sources over the past year, the focus was clearly on addressing the priorities established through this collaborative process. Reporting to the Board, to the Professional Advisory Committee, and to staff was modeled around reinforcing these five pillars and the agency's performance related to these established goals.

## 2. **Performance Improvement Priorities for 2010-2011:**

### **Criteria for Setting Priorities:**

An effective Performance Improvement Program involves ongoing monitoring, evaluating, and revising of the agency's internal operations. Specific aspects of patient care or organizational function are chosen for study, based on identified significant issues. Administration, middle management, staff, the Professional Advisory Committee and the Board of Directors participate in identification of the significant issues to be monitored and evaluated. The criteria that are used for assessing opportunities for improvement, which are then translated into established priorities for performance improvement initiatives, are as follows:

- When there is an important single event.
- When the agency's performance significantly and undesirably varies from that of other organizations or standards.
- When the agency wishes to improve already good performance.
- When the agency's performance significantly and undesirably varies from recognized standards.
- When significant adverse event(s) occur.



### **Overall Priorities for the Agency for Fiscal Year 2010-2011:**

Ongoing program planning and evaluation are conducted by the President/CEO, the Board and management. The following describes VNA East's 2010-2011 priorities, along with progress made toward those priorities:

- Continue to develop and implement an Outcome-Based Quality Improvement Program (OBQI). Develop new initiatives per patient outcome data – especially those that are listed in *Home Health Compare* and that have the potential to affect the agency's revenue under the Pay-For-Performance reimbursement system.
  - Improve Functional P4P OBQI Indicators to be within the top 20% of agencies nationally.
    - Improvement in Ambulation for July 2010 – June 2011: VNA East **58%** compared to 54% (CT), 55% (Nat'l) and 61% (top 20%);
    - Improvement in Transferring for July 2010 – June 2011: VNA East **56%** compared to 49% (CT), 53% (Nat'l) and 61% (Top 20%);
    - Improvement in Bathing for July 2010 – June 2011: VNA East **66%** compared to 59% (CT), 64% (Nat'l) and 71% (Top 20%).
  - Reduce VNA East's Acute Care Hospitalization rate to be within the top 20% of agencies nationally.
    - July 2010 – June 2011: VNA East **25%**, compared to 32% (CT), 27% (Nat'l) and 21% (top 20%).
- Improve HHCAHPS scores related to “specific care issues” to be within the top 20% of agencies nationally.
  - July 2010 – June 2011 VNA East **82%** compared to 81% (CT) and 83% (Nat'l); This score places VNA East in the 53 percentile in CT and the 38 percentile nationally.

### **3. Annual Process and Outcome Record Audits; Quarterly Clinical Record Review**

VNA East's Professional Advisory Committee met this year to review agency policies, patient satisfaction data, infectious and communicable disease reports, incident reports, patient complaints, high risk patients, clinical record review summaries, and any other pertinent materials related to the clinical management of the agency.

The following address process and outcome audits that have occurred for home health patients/records:

#### **OASIS Performance Improvement (process audit; outcome audit; competency validation)**

OASIS data collection and outcome measurement is a data-driven system. As such, it is dependent on the accuracy of the OASIS assessment that is completed by the practitioner. VNA East is mandated by CMS to ensure:

- that the nurse or physical therapist accurately performs the OASIS assessment.
- that the data is accurately compiled for submission to the state.



Therefore, OASIS performance improvement activities encompass analysis of OASIS clinical documentation, accuracy of data entry, and annual on-site verification of clinicians' assessment skills.

Over the past twelve months there has been continued focus on ensuring accurate OASIS data collection through an ongoing 100% supervisory review process of OASIS assessments. Through the use of McKesson, supervisors and staff are able to quickly identify documentation discrepancies as well as changes in patient condition, both positive and negative, which occurred over an episode of care. In order to ensure adequate and consistent understanding, interpretation and application of OASIS principles, OASIS NP<sup>®</sup>, an innovative training tool that standardizes OASIS education, has been used to provide training and testing at the clinician level. An OASIS Based Performance Competency is completed at the time of each nurse's annual performance appraisal joint visit. Additionally, during 2<sup>nd</sup> Quarter of FY 2011 intensive mandatory OASIS C education was provided by Fazzi, Inc. focusing on areas that have been identified as problematic throughout the homecare industry.

**Periodic Clinical Audit On-Site Visits (process audit; competency validation):**

VNA East must ensure that clinicians are assessing their patients completely and accurately, paying particular attention to the completion of OASIS items and infection control techniques.

In order to verify the accuracy of the clinician assessment, all supervisors complete joint visits with clinicians at the time of their annual evaluation. Additionally, during the on site evaluation visit with the supervisor, staff are evaluated for their adherence to policies and procedures as they relate to infection control and bag technique procedure. Observation of staff utilizing the "Teach Back" method of patient education was added to the clinician assessment.

**Clinical Record Review (process and outcome audits):**

VNA East is required by State and Medicare regulations to review 10% of the caseload for a maximum of 25 records each quarter for quality control purposes. Consistent with VNA East, policy, during FY 2011, a total of 301 (17.8% of active cases) home health charts were reviewed to assure that various agency policies were followed in providing services. The number of active and/or closed charts varied slightly for Occupational Therapy, Speech Therapy, and MSW due to volume fluctuations. Quarterly trending occurred and results have been provided to the Professional Advisory Committee. Opportunities for improvement were identified and reviewed with supervisors and with staff resulting in focused documentation reviews and improvement plans as appropriate in the following areas: (1) documentation of home health aide orientation; (2) review/documentation of wound measurements; (3) education re: drug regimen review

The following **process audits** occurred during FY 2011:

- HHA orientation (the process of notifying the Case Manager of the need for a HHA orientation) – ongoing monitoring required as compliance goal not met;
- Medication pre-pour (the process of documenting the required elements of the medication pre-pour) – follow up from DSS audit; no trends identified; will continue to spot check;
- Referral requests (the process of adding a discipline to a case) – follow up from 2010 DPH survey – 100% compliance achieved and will continue to spot check;



- Wound measurement (documentation of wound measurements) – 94% compliance;
- Drug Regimen Review (documentation of completed drug regimen review) – follow up from 2010 DPH survey – education provided and compliance achieved;
- Clinical Record Review (documentation of compliance with regulations/policies and procedures).

The following **outcome audits** occurred during FY 2011:

- HHA orientation (% of HHA orientations that were documented consistent with regulations) – ongoing monitoring required as compliance goal not met;
- Referral requests (% of referrals that were made which resulted in the requested evaluation) – 100% compliance achieved and will continue to spot check.

The following **process audits** are recommended for Fiscal Year 2012:

- HHA orientation
- Referral requests
- Medication pre-pour
- Nutrition documentation
- Wound documentation
- Use of ACH Zone information
- Face to Face follow up documentation

The following **outcome audits** are recommended for Fiscal Year 2012:

- HHA orientation
- HHA supervision
- Referral request
- Medication pre-pour
- Case Conferencing
- Nutrition follow up
- Wound related CASPER and Home Health outcomes

**Outcome Based Quality Improvement/Process Based Quality Management (Publicly Reportable Outcome Data):**

VNA East's performance on publicly reportable indicators is monitored carefully and compared to state and national providers with a strong emphasis placed on striving to attain improvement consistent with the top 20% of agencies nationwide.

The implementation of OASIS C in January 2010 presented the industry with challenges relative to reporting and benchmarking data in terms of availability of information through Home Health Compare, through the CASPER system and through our own internal information systems. With respect to Home Health Compare (publicly reportable data), process measures were first available in January 2011 (data through 9/2010). Complete Fiscal Year 2011 publicly reportable process measures were available October 2011. With respect to data available through CASPER (CMS data), OASIS C process measures first became available in September 2010 (Jan 2010 –



June 2010 data) and were then available monthly thereafter. However, OASIS C outcome measures did not become available until May 2011 (for the period March 2010 – Feb. 2011).

During these time periods, McKesson was not able to report outcome data as their systems had not been updated to capture/compare OASIS C data. As a result, VNA East monitored acute care hospitalization data and medication management data monthly through our ongoing participation in HHQI. Additionally, monthly OBQI and PBQM data was available through a contract with OCS for the period July 2010 – March 2011. All of the data was available for our agency in comparison to state and national results, but none were able to demonstrate VNA East performance in terms of our percentile rank. Lastly, data obtained from Lewis through CAHCH provides us with the “scores” of the top 20% agencies as a guide, but it does not include our specific ranking in terms of the goal of achieving the top 20% ranking in our outcome and process indicators.

**Outcome Measure/Pillar II – Quality – Acute Care Hospitalization Rate:** VNA East has been actively involved in a state-wide initiative aimed at reducing hospitalizations for patients with heart failure. The Connecticut Hospital Association and Qualidigm have jointly coordinated the collaborative whose aim is to encourage the formation of local teams made up of acute care hospitals, home care agencies, and skilled nursing facilities to improve coordination and communication as patients experience health care transitions. Sharing of clinical and organizational best practices, including patient education and staff education resources has been a focus of the collaborative. VNA East joined the Windham Hospital Team at the inception of the collaborative and a representative from the agency has attended all of the state wide training sessions as part of the team. Agency staff formed a workgroup to identify how to incorporate recommended best practices to improve patient care. The workgroup has implemented a set of patient education tools that is consistent with the patient education tools utilized by the local team which focus on improving patient’s awareness of signs and symptoms that indicate the need to seek medical support to prevent hospitalization. In addition, staff training regarding Health Literacy and ‘Teach Back’ strategies has been provided. Additional training and the expansion of the initiative to include additional diagnoses (such as COPD and other respiratory diseases) is planned for the upcoming year.

In addition to the above activities, VNA East is a member of VNANE (Visiting Nurse Association of New England), which has established a membership goal of 23% for acute care hospitalization by July 1, 2012. We have attended educational programs offered by successful VNANE agencies and have opportunities to network and share best practices with agencies that have reduced their acute care hospitalization rate. Quarterly reporting of our hospitalization rate is submitted to VNANE.

The following table is a FY2011 comparison of VNA East’s performance on these OBQI and PBQM indicators:



	VNA East Score July 2010 thru June 2011	CT %	National %	National Top 20%
Walking/Moving Around	58%	54%	55%	61%
In/Out of Bed	56%	49%	53%	61%
Bathing	66%	59%	64%	71%
Pain	70%	64%	66%	76%
Dyspnea	67%	62%	62%	72%
Wounds	93%	88%	88%	95%
Oral Meds	43%	43%	46%	54%
ACH	25%	32%	27%	21%
Assessed for pain	100%	96%	98%	100%
Treated for pain	99%	96%	96%	100%
Treated for heart failure	100%	98%	97%	100%
Pressure Ulcer risk assessment	100%	96%	97%	100%
Pressure ulcer prevention (in POC)	57%	91%	93%	100%
Pressure ulcer prevention implemented	97%	92%	92%	100%
Timely SOC	99%	90%	89%	97%
Med teaching	97%	87%	87%	97%
Fall risk assessment	90%	89%	94%	100%
Depression screen	97%	96%	96%	100%
Flu shot	79%	66%	66%	82%
Pneumonia shot	77%	57%	62%	83%
Diabetic foot care implemented	96%	90%	89%	98%



**VNA East**  
**2010-2011 Potentially Avoidable Event Summaries**

These potentially avoidable events reflect a serious health problem or decline in health status for an individual patient that potentially could have been avoided. They serve as markers for potential problems in care because of their negative nature and relatively low frequency. It is important to emphasize the word **potential** in this definition. Whether or not an individual patient situation results from inadequate care provision can only be determined through investigation of the care actually provided to specific patients. Agencies can compare their current data with national data and (after the first report) to the agency's prior time period. The incidence rates been adjusted to account for variation in patient characteristics. High-priority potentially avoidable event outcomes are those with (a) the most clinical relevance to the agency, and/or (b) the highest incidence as compared to the reference group. VNA East investigates each potentially avoidable event via focused review of each clinical record, particularly the 2-4 weeks preceding the event. Clinical record review tools specific to each potentially avoidable event have been developed for use in the review process. The following summarizes the potentially avoidable event findings for FY 2011. **Note:** Although the percentage may appear significant when compared to the National Data Base, the percentage is only statistically significant if there is an asterisk (\*) next to the incidence. Definition of "Statistically Significant": probability is >90%/95% that the difference between a VNA East patient outcome and the total national data base is real and not due to chance.

POTENTIALLY AVOIDABLE EVENT	FY2009	1st and 2nd Qtr FY2010	2nd and 3rd Qtr FY 2010	FY 2011
Emergent Care for Injury Caused by Fall	18 events 1.46% vs. 1.50%	1.64% vs. 1.50%	1.77%	19 events 1.63% vs. 1.55%
Emergent Care for Wound Infections, Deteriorating Wound Status	14 events 1.14% vs. 1.13%	.33% vs. 1.11%*	.67	12 events 1.03% vs. 1.07%
Emergent Care for Improper Medication Administration or Medication Side Effects	1 event .08% vs. .31%	0.00% vs. .28%	.21%	3 events .26% vs. .32%
Emergent Care for Hypo/Hyperglycemia	1 event .08% vs. .46%*	.33% vs. .43%	.47%	5 events .43% vs. .50%
Development of Urinary Tract Infection	4 events .54% vs. 1.05%	1.32% vs. 1.05%		2 events .26% vs. 1.15%**
Increase in Number of Pressure Ulcers	5 events .61% vs. .78%	.94% vs. .73%	.33%	5 events .60% vs. 0.45%
Substantial Decline in 3 or More ADL's	0.00% vs. .20%	0.00% vs. .20%	.33%	7 events .85% vs. .39%*
Substantial Decline in Management of Oral Medications	0.00% vs. .53%	0.00% vs. .55%	.11%	1 event .41% vs. .33%
Unexpected Nursing Home Admission	1 event .23% vs. .32%	0.00% vs. .31%		
Discharged to Community Needing Wound Care or Medication Assistance	2 events .25% vs. .34%	0.00% vs. .37%		0.00% vs. 0.04%
Discharged to Community Needing Toileting Assistance	2 events .25% vs. .18%	0.00% vs. .18%		0.00% vs. 0.01%
Discharged to Community with Behavioral Problems	6 events .75% vs. .70%	.49% vs. .73%		0.00% vs. 0.016
Unexpected Death	0.00% vs. .49%	0.00% vs. .46%		
Discharged to Community with an Unhealed Stage II Pressure Ulcer			.24%	7 events .83% vs. .41%*

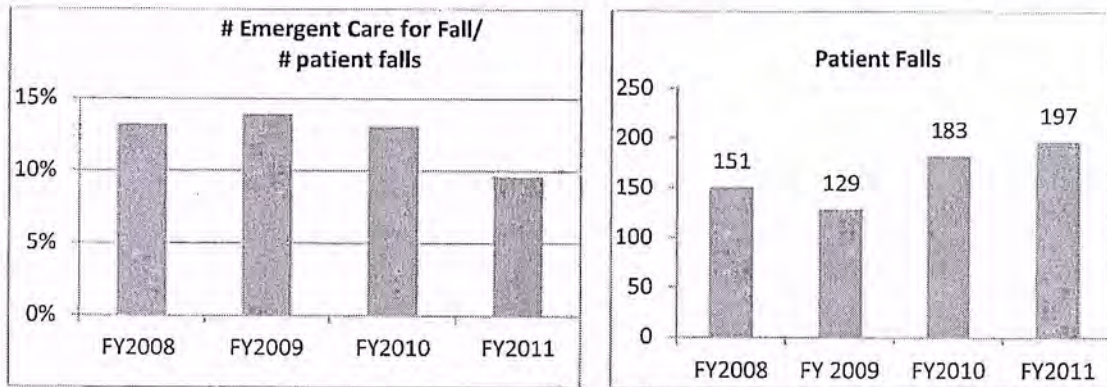


**Summary of Findings:** As mentioned previously, data availability was an issue during FY2011. As a result, once data on potentially avoidable events became available, a retroactive review of these records was completed for the 3<sup>rd</sup> and 4<sup>th</sup> Quarter 2011.

While the entire FY2011 data reveals that there are five indicators above the national reference, only two of the variances are statistically significant. In the case of “substantial decline in 3 or more ADL’s,” all of these patients were discharged from home health services and admitted immediately to Hospice services. The remaining indicator, “Discharged to the Community with an Unhealed Stage II Pressure Ulcer” will continue to be monitored as well; additionally we have identified wound related patient care as an outcome monitor for FY 2012. No adverse or problematic trends have been identified in the record review process. However, recognizing that patients with wounds are an identified high risk, high cost population, the agency implemented and provided mandatory training for staff in a McKesson application entitled “wound manager”. The go live for this program was June 28, 2011 and is intended to accomplish the following goals: (1) Standardize the collection of data related to wounds; (2) Improve ability to capture/store/compare wound images; (3) Provide single location for Wound Specialist to access and evaluate wound patients remotely. Collectively, the wound addendum and the wound manager applications are designed to ensure that patient’s with wounds are receiving the best quality and most effective and efficient care possible.

#### FALL PREVENTION:

The following graph depicts a 7.7% increase in the total number of reported falls since last fiscal year. The percent of falls that resulted in a potentially avoidable event (emergent care for injury caused by fall or accident at home) was reduced from 13% to 10% during the same time period.



The agency received grant funding through the Yale University School of Medicine and the Department of Public Health to provide enhanced Fall Prevention interventions during FY2011. These funds were utilized to establish a collaborative relationship between VNA East and the University of Connecticut School of Pharmacy. Selected fifth year pharmacy students were oriented to the agency and the computer system and taught to perform medication therapy reviews on selected high risk patients, referred by intake and/or nursing staff, in order to identify medications which may place the patient at increased risk for falls. Recommendations were developed under the supervision of a Licensed Pharmacist, were reviewed by the patient’s Primary Care Nurse and then shared with the patient’s Primary Care Provider. This collaborative



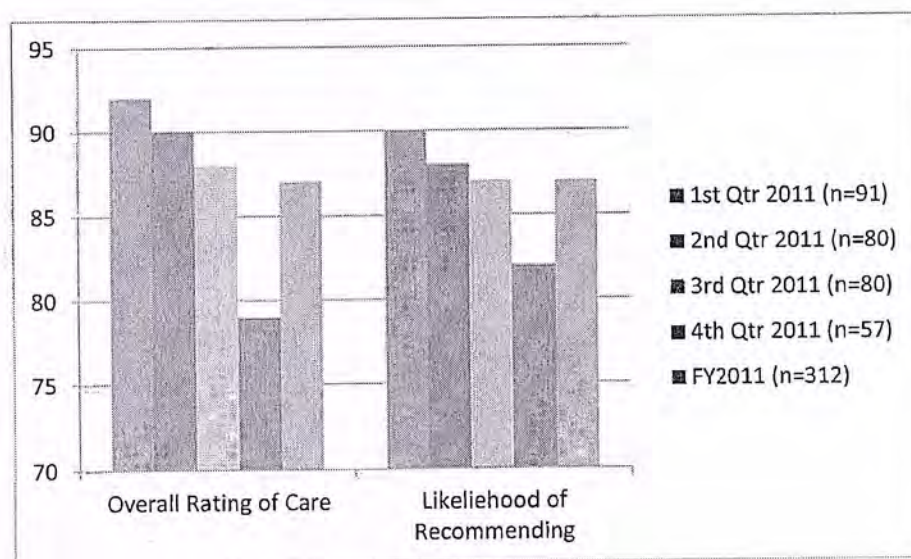
project was submitted by the University of Connecticut School of Pharmacy to their National Conference and was selected as a Poster Presentation during the summer of 2011; it was also presented to the members of the Connecticut Hospital Association's Fall Prevention Collaborative by the agency's Coordinator of Community Outreach Services.

#### 4. Patient Satisfaction:

##### **Outcome Measure/Pillar III - Patient Satisfaction: CAHPS – Improve HHCAHPS “cluster” scores; specifically related to medication management;**

Patient satisfaction for home health patients is carefully monitored on a monthly basis by supervisors and on a quarterly basis by the Board, through patient satisfaction questionnaires administered by Fazzi, Inc. VNA East began submitting HHCAHPS data through Fazzi in April 2010 and we therefore now have more than a year of data with this new survey tool. The Centers for Medicare & Medicaid Services (CMS) expects to begin publicly reporting results from the HHCAHPS Survey on Home Health Compare on the Medicare.gov Web site in early calendar year (CY) 2012. HHCAHPS will be linked to the quality reporting requirement for the CY 2012 annual payment update (APU).

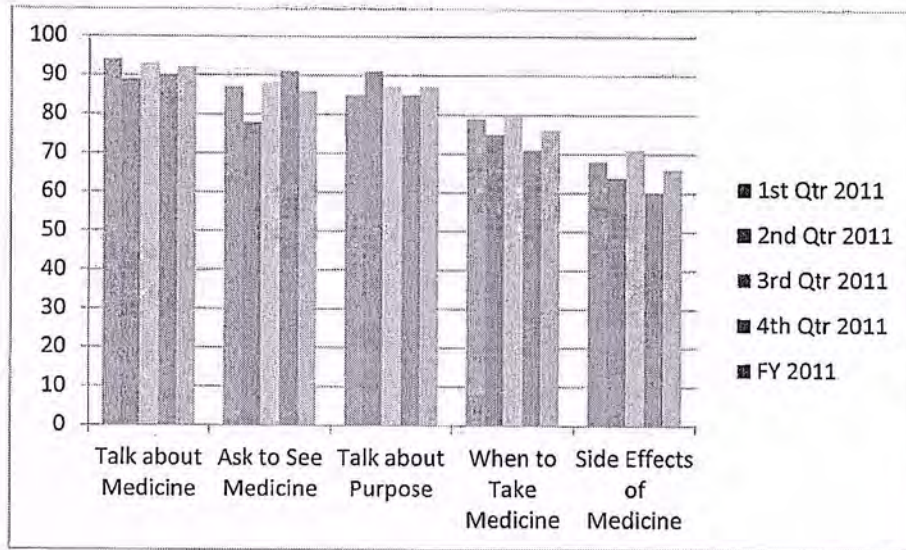
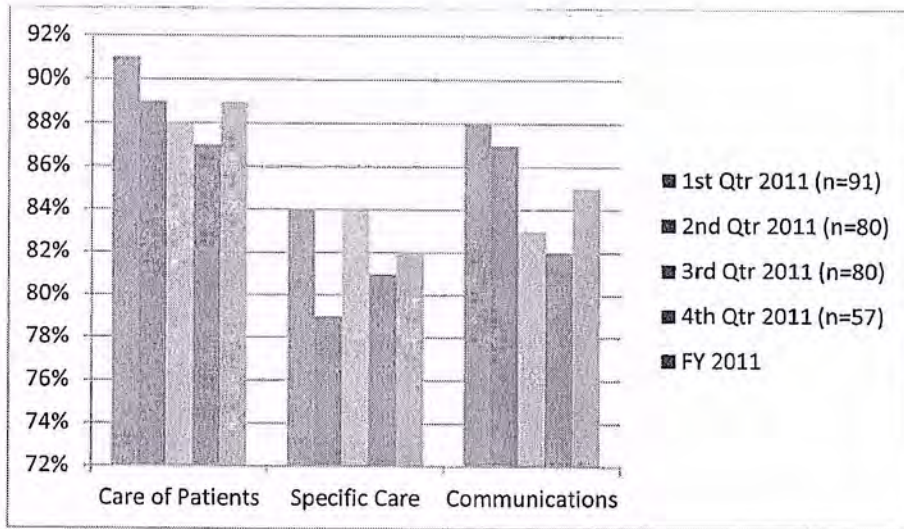
Satisfaction survey results are tallied and summarized quarterly with results reported to the Professional Advisory Committee and the Board of Directors. The following charts depict quarterly results for FY 2011, as well summarized annual results:



Overall rating of care = score of 9 or 10 on a 10 point scale.

Likelihood of recommending = response that patient would “definitely recommend”





VNA East’s goal is to achieve performance within the top 20% of agencies nationally in our HHCAPHS measures. At the end of FY2011, our results in the area of “likelihood of recommending” were in the top 20% of agencies nationally. Opportunities for improvement continue to be evident most significantly in the area of “specific care issues” related to medication teaching, which is also highly related in the literature to rehospitalization rates. These results will be monitored with identification of a specific PI initiative based on further data collection.

**5. Annual Program Evaluation:**

**Referrals:**

In 2010-2011, referrals were essentially flat, with the agency continuing to receive the majority of referrals from local hospitals and nursing homes.



Referral Source	YTD 2009	YTD 2010	YTD 2011
Backus	13	12	14
Dempsey	39	17	15
Hartford Hospital	111	102	100
Manchester	16	11	16
Rockville	1	6	5
St. Francis	78	83	83
WCMH	394	411	406
Harrington Court (Colchester)	7	9	4
Douglas Manor	66	77	74
Haven Health (Regency Hgts)	43	45	49
Mansfield SNF	135	138	150
St. Joseph's SNF	79	92	86
CCCI	56	49	59
<b>GRAND TOTAL</b>	<b>1657/144</b>	<b>1658/145</b>	<b>1626/159</b>

\*Totals reflect referrals to home care and hospice referrals/referrals for community programs

### Community Activities:

VNA East continues to provide health screenings, health education programs and immunizations (flu and pneumonia vaccination) within the agency's service area. One of our Physical Therapists has continued to offer a fitness program at the Ashford Senior Center on a monthly basis. Physical therapy and nursing staff continued to provide the Connecticut Collaboration for Fall Prevention's Fall Prevention Education at both Senior Centers and community venues. The Coordinator of Community Outreach and an agency volunteer offered the "Live Well" program at the Ashton/Wilbur Housing complex. This 6 week workshop developed by Stanford University assists participants in self-management of the symptoms associated with chronic diseases. The program has been well received and both staff facilitators now attend regional training meetings to coordinate the expansion of this program. The agency again received a small grant from the Visiting Nurses Association of America's "Say Boo to the Flu" initiative to support expansion of school-located flu clinics. VNA East staff has also worked with a faculty member from the Yale University School of Nursing as part of a Robert Wood Johnson funded research project aimed at Diabetes Prevention. This research hypothesizes that nurses from the VNA and community health workers can provide community health education activities at local community housing sites to influence behaviors to decrease risk for diabetes. This program will continue into 2011 and will include the provision of in-service education regarding diabetes prevention for VNA East clinical staff.

Additionally, VNA East continues to provide "meals to home" in collaboration with Windham Community Memorial Hospital and also provides LifeLine (personal response units) to individuals within the community. During the last year, our flu clinic volume was significantly adversely affected by more pharmacies and stores vaccinating and by their offering flu vaccine



before flu season started. Both of these factors significantly reduced the response to our clinics which started at the end of September 2011. Adult health screenings continue to be offered in all of the same towns; however the number of individuals receiving services (primarily blood pressure) has decreased. This volume will continue to be monitored and changes made if indicated.

**VNA East  
COMMUNITY ACTIVITIES  
7/1/10 to 6/30/11**

	ADULT HEALTH SCREENING	FLU CLINIC	TOTAL 7/1/2010 06/30/11	COMMUNITY PRESENTATION PARTICIPANTS	LIFELINE	MEALS TO HOME
ANDOVER	124	109	233	0	2	0
ASHFORD	66	145	211	52	1	1029
CHAPLIN	93	95	188	15	5	2
COLUMBIA	112	267	379	25	8	416
COVENTRY	1	86	87	0	16	3,654
FRANKLIN	78	63	141	0	0	0
HEBRON	331	206	537	7	6	0
LEBANON	100	203	303	105	1	1,391
MANSFIELD	280	596	876	60	38	877
MARLBOROUGH	143	109	252	30	1	0
SCOTLAND	33	20	53	0	8	0
SPRAGUE	66	9	75	0	0	0
WILLINGTON	148	85	233	0	3	417
WINDHAM	205	432	637	26	68	18,536
OTHER	42	687	729	36	29	3,468

Total 7/1/10 to 6/30/11	1,822	3,112	4,934	356	186	29,790
Total 7/1/09 to 6/30/10	2,403	3,721	6,124	165	183	30,543
INCREASE/DECREASE	-24%	-16%	-19%	116%	2%	-3%

	ADULT HEALTH SCREENING	FLU CLINIC	TOTAL
TOTAL FY11	1,822	3,112	4,934
TOTAL FY10	2,403	3,721	6,124
TOTAL FY09	2,602	3,737	6,339
TOTAL FY08	2,628	3,896	6,524
TOTAL FY07	2,670	4,313	6,983

**Home Care Services:**

VNA East continued to provide comprehensive home care services. The following table depicts the total visits provided in 2010-2011:

TOWN	DISCIPLINE						TOTAL
	Skilled Nursing	Physical Therapy	Speech Therapy	Occupational Therapy	Medical Social Worker	Home Health Aide	
TOTAL-7/1/10-6/30/11	22,405	6948	56	243	827	15,154	45,625
TOTAL- 7/1/09-6/30/10	24,911	7416	61	380	797	15,362	48,927
INCREASE/DECREASE	-10%	-6%	-8%	-36%	4%	-1%	-7%

TOTAL FY08-09	25,770	6,279	99	586	678	16,086	49,498
TOTAL FY07-08	25,492	6,817	72	46	628	17,295	50,350
TOTAL FY06-07	22,534	5,723	75	226	608	16,858	46,024

	FY 2010 COS only all payer	FY 2011 COS only all payer	% change	Fy 2010 COS only Medicare	FY 2011 COS only Medicare	% change
Unduplicated count	1214	1168	-3.8%	710	673	-5.3%
Active cases	1621	1512	-6.8%	838	813	-3.1%
ADC	307	291	-5.3%			
Admissions	1305	1191	-8.8%	739	694	-6.1%
DC	1300	1271	-2.3%	805	799	-.8%
Avg LOS to D/C	92.06	89.26		88.18	82.63	

**Summary of Utilization of Service:****Home Care:**

In 2010-2011 total visits decreased by 7%, with the most notable decrease in Occupational Therapy visits, although all visits were down with the exception of MSW. Beginning approximately January 2011, there was an obvious and continuing reduction in our home health patient volume. As noted above, all indicators of home health volume are down, including our



average length of stay. The efforts of the Profitability Work Group (Pillar I: Profitability) resulted in an improvement in visits per from last fiscal year to 17.83 total visits per closed episode compared to a benchmark of 16.4. Nursing visits and home health aide visits per episode have declined since last fiscal year with nursing visits at an average of 9.15 visits per episode. Our percent of Medicare admissions (Pillar V: Growth) has remained fairly stable at approximately 65%.

VNA East continues to contract with Eastern Rehabilitation Network for Therapy management services as well as for direct providers in the areas of Occupational Therapy, Speech Therapy, and Physical Therapy. Together with the Therapy manager, goals have been established and monitored relative to patient outcomes and therapy utilization. It continues to be the case that staffing is challenging with respect to Occupational Therapy services as well as Speech Therapy services. Currently, ERN is providing VNA East with one per visit OT and one per visit ST, both of which meets our minimum staffing needs and allows us to accept cases requiring these therapies. During the last few months of FY2011, the VNA East Physical Therapists have begun to transition to ERN employment.

#### **Annual Program Evaluation – Home Health Aide/Ancillary Services:**

##### **Utilization:**

The following table depicts trends in HHA visits for the past eight years:

TOTAL FY11	15,154
TOTAL FY10	15,362
TOTAL FY09	16,086
TOTAL FY08	17,295
TOTAL FY07	16,858

During fiscal year 2011, 86% of the HHA visits were to COS patients; 3% of visits were to oncology patients; 3% were provided to palliative care patients and 8% were provided to hospice patients. During FY2011, Medicare home health patients (COS, Palliative and Oncology) received an average of 3.52 HHA visits/episode. During FY2012 1225 hospice aide visits were made to 142 active hospice patients averaging 8.6 visits per patient during the fiscal year. During the same time period 9538 home health aide visits were made to 108 Medicaid home health (COS, Palliative and Oncology) patients averaging 88.3 visits per patient during the fiscal year for this chronic patient population.

##### **Staffing:**

There are currently 16 Home Health Aides actively employed at VNA East. Supervision of the Home Health Aides is provided by a Registered Nurse who has additional Case Management responsibilities. Ongoing education, consistent with home health and hospice regulations, is provided to all of our staff and documented on an ongoing basis. During CY2010 the Home Health Aides received 7.5 hours of general inservice education in addition to 6 hours of hospice education. Note: tracking of home health aide inservices has historically been on a calendar year; tracking on the fiscal year will begin with FY 2012 in order to be consistent with all other reporting.



## 6. Annual Documentation of Clinical Competence

Items previously mentioned in this report (i.e., clinical record review, on site audits, OASIS PI, patient satisfaction surveys, adverse event review) contribute to ongoing monitoring of staff clinical competence and are considered, among other things, when completing annual evaluations. Evaluations are completed at the end of the every employee's initial six month probationary period and annually thereafter.

Along with ongoing regulatory changes and advances within the professions and the field, review of the items mentioned above assist in the identification of opportunities for improvement, and potentially suggests areas of focused education of staff or individual practitioners. Consistent with regulations, in service education is offered to all clinical staff on a regular basis. In addition to on site in service education, staff has taken advantage of educational opportunities provided by the Connecticut Association of Home Care, along with other professional organizations and educational providers.

During the last fiscal year 30 hours of in service education was offered to professional staff, with an additional 9.25 hours specific to hospice related topics (12 hours required per regulatory requirements with 6 hours of those 12 related to hospice topics for staff serving hospice patients). These in services included, but were not limited to, the required annual competencies of infection control, OSHA, and wound vac. Other topics related to our ongoing PI plan have included wound care, OASIS C, drug regimen review, case management training provided through a grant from the Eastern Connecticut Workforce Investment Board and "teach back" competencies as part of our ongoing relationship with Goodwin College. During Calendar year 2010, 7.5 hours of general in service was offered to our Home Health Aide staff in addition to 6 hours of hospice related education for a total of 13.5 hours over the same calendar year.

## 7. Recommendations for Performance Improvement Priorities for 2011-2012:

The following are recommendations for Performance Improvement Initiatives for 2011-2012:

- **Pillar II: Quality** – Reduce acute care hospitalization rate (**OUTCOME MEASURE**):
  - Reduce VNA East's Acute Care Hospitalization rate to be within the top 20% of agencies nationally.
- **Pillar III: Patient Satisfaction: CAHPS** – Improve HHCAHPS "cluster" scores; specifically related to medication management (**OUTCOME MEASURE**):
  - Improve HHCAHPS scores related to "specific care issues" to be within the top 20% of agencies nationally.



**8. Summary:**

Fiscal Year 2011 presented challenges with respect to data analysis related to OASIS C, as mentioned previously in this report. The focus of our efforts, and those of the home care industry, continues to be on a reduction in our acute care hospitalization rate which is impacted by a number of process issues, and can be improved upon through the adoption of best practices. VNA East has continued to work with our community partners and with our staff to positively impact our patient's transitions of care and establish our agency as an "agency of choice" based on positive patient outcomes.

*Financial  
Reports*



TOWN OF COLUMBIA  
 TREASURER'S ANNUAL REPORT  
 STATEMENT OF RECEIPTS AND DISBURSEMENTS  
 for the year ending June 30, 2011

**GENERAL FUND (10)**

Balance June 30, 2010		
Cash and Cash Equivalent	510,541	
Short Term Investment Fund	2,733,261	
Due from (to) Others	(1,196,153)	
		2,047,649
Receipts:		
Property Taxes	12,699,987	
Licenses, Fees and Permits	271,917	
Intergovernmental Revenues	3,600,505	
Other Revenue	4,119	
Interest on Investments	11,998	
		16,588,526
Fund Transfers:		
From (to) Reserve Fund	(452,778)	
From (to) Dog Fund	(7,199)	
From (to) Internal Service Fund	(10,000)	
From (to) Recreation Activities Fund	24,757	
From (to) Town Aid Road Fund	54,725	
From (to) Other Funds	-	
		(390,495)
Disbursements:		
Board of Selectmen	3,049,343	
Board of Selectmen - Debt Service	877,193	
Board of Education	11,232,034	
		15,158,570
Balance June 30, 2011		
Cash and Cash Equivalent	549,889	
Short Term Investment Fund	3,112,405	
Due from (to) Others	(575,185)	
		3,087,110
GENERAL FUND		3,087,110

TOWN OF COLUMBIA  
TREASURER'S ANNUAL REPORT  
STATEMENT OF RECEIPTS AND DISBURSEMENTS  
for the year ending June 30, 2011

**RESERVE FUND (20)**

Balance June 30, 2010			
	Cash and Cash Equivalent	-	
	Short Term Reserve Fund	573,186	
	Due from (to) Others	40,527	
			613,713
Receipts:			
	Interest on Investments	1,326	
	Other Revenues	-	
	Transfers from General Fund	554,806	
			556,132
Disbursements:			
	Expenditures on Projects	835,546	
	Transfers to Other Funds	-	
			835,546
Balance June 30, 2011			
	Cash and Cash Equivalent	-	
	Short Term Investment Fund	574,512	
	Due from (to) Others	(240,212)	
	<b>RESERVE FUND</b>		<b>334,300</b>

**DOG FUND (30)**

Balance June 30, 2010			
	Cash and Cash Equivalent	602	
	Short Term Investment Fund	5,285	
	Due To (From) Others	2,612	
			8,499
Receipts:			
	Fines, Fees & Permits	2,398	
	Interest on Investments	12	
	Transfers from General Fund	7,199	
			9,610
Disbursements:			
	Expenditures on Projects	12,116	
	Transfers to Other Funds	-	
			12,116
Balance June 30, 2011			
	Cash and Cash Equivalent	-	
	Short Term Investment Fund	5,297	
	Due To (From) Others	695	
	<b>DOG FUND</b>		<b>5,992</b>



TOWN OF COLUMBIA  
 TREASURER'S ANNUAL REPORT  
 STATEMENT OF RECEIPTS AND DISBURSEMENTS  
 for the year ending June 30, 2011

**LAND ACQUISITION/OPEN SPACE FUND (35)**

Balance June 30, 2010			
Cash and Cash Equivalent	-		
Short Term Investment Fund	43,271		
Due To (From) Others	-		
			43,271
Receipts:			
Interest on Investments	105		
Open Space Contribution	4,130		
Transfer from Reserve Fund	-		
			4,235
Disbursements:			
Expenditures on Projects	-		
Transfers to Other Funds	-		
			-
Balance June 30, 2011			
Cash and Cash Equivalent	-		
Short Term Investment Fund	47,506		
Due To (From) Others	-		
			47,506
<b>LAND ACQUISITION</b>			<b>47,506</b>

**TOWN AID ROADS (41 & 42)**

Balance June 30, 2010			
Cash and Cash Equivalent	9,870		
Inventory	-		
Due from (to) Others	170,864		
			180,734
Receipts:			
Intergovernmental Revenues	102,589		
Other Revenue	-		
			102,589
Disbursements:			
Expenditures on Projects	-		
Transfers to Other Funds	154,021		
			154,021
Balance June 30, 2011			
Cash and Cash Equivalent	-		
Short Term Investment Fund	-		
Due To (From) Others	129,302		
			129,302
<b>TOWN AID ROADS</b>			<b>129,302</b>

Town of Columbia  
2010-2011 Revenue  
Budget Basis

Description	Budget	Actual	Differences Over(Under)
<b>General Fund</b>			
<b>Taxes</b>			
110 Current Prop Taxes	12,098,641	12,328,604	229,963
115 Refunds-Current Taxes	-	(12,843)	(12,843)
117 Refunds-Prior FY Taxes	(6,000)	(10,742)	(4,742)
120 Delinquent Prop Taxes	50,000	243,128	193,128
130 Prop Tax Interest	40,000	142,296	102,296
140 Prop Tax Lien Fees	750	1,656	906
150 Other Fees - Tax Collector	125	230	105
160 Taxes - Town Benefit	-	-	-
Total Taxes	<u>12,183,516</u>	<u>12,692,329</u>	<u>508,813</u>
<b>Licenses, Fees and Permits</b>			
221 Real Estate Convyance	30,000	33,647	3,647
222 Bldg. Mech. Septic Permits	45,000	62,934	17,934
223 Zoning Permit Fees	1,400	2,305	905
224 Recording Fees	27,500	28,385	885
225 Pistol Permit Fees	1,250	1,680	430
226 Blasting Permit Fees	-	-	-
Total Licenses, Fees and Permits	<u>105,150</u>	<u>128,951</u>	<u>23,801</u>
<b>Intergovernmental Revenue</b>			
320 Home land Security Grant	1,500	1,218	(282)
335 Pmt in Lieu Taxes-Boats	2,154	3,403	1,249
352 Education Equalization Grant	2,186,236	2,174,381	(11,855)
353 Special Education Grant	289,502	227,558	(61,944)
354 School Transportation Grant	89,857	53,405	(36,452)
355 Magnet School Transportation Grant	-	-	-
361 Frozen Elderly Tax Relief Grant	-	-	-
362 Circuit Breaker Elderly Tax Relief Grant	28,349	26,660	(1,689)
364 Disabled Persons Tax Grant	690	777	87
365 Veterans Tax Grant	1,666	2,246	580
366 Manufacturer Tax Relief Grant	15,000	21,533	6,533
382 Pmt in Lieu Tax-State Property	8,525	8,574	49
383 Manshantucket Pequot PILOT	12,760	18,683	5,923
384 Adult Education	2,167	-	(2,167)
385 Surplus Rev Sharing	-	-	-
685 LoCIP Reimbursement	216,592	-	(216,592)
755 School Construction Grant Rev	329,627	329,628	1
800 Library Expansion Phase II	50,000	32,400	(17,600)
Miscellaneous	-	-	-
Total Intergovernmental Revenue	<u>3,234,625</u>	<u>2,900,466</u>	<u>(334,159)</u>
<b>Charges for Services</b>			
410 Notary Fees	135	114	(21)



Town of Columbia  
2010-2011 Revenue  
Budget Basis

Description	Budget	Actual	Differences Over(Under)
411 Photocopy Fees	4,250	6,157	1,907
413 Planning & Zoning Commission Fees	1,700	1,845	145
414 Zoning Board of Appeals Fees	875	555	(320)
415 Inland/Wetland Fees	1,300	2,475	1,175
416 Town Clerk Fees	4,200	5,094	894
Total Charges for Services	12,460	16,240	3,780
 Other Revenue			
500 Court Judgment	100,500		(100,500)
510 Court Fines	-		-
611 Interest on Investments	13,000	11,998	(1,002)
621 Facilities Rental	500	1,891	1,391
622 Boat Mooring Fees	1,200	2,200	1,000
623 Town Beach Use and Concession Fees	22,343	32,190	9,847
625 Transfer Station Fees	25,000	29,874	4,874
626 Transfer Station Sticker Fees	26,000	21,820	(4,180)
627 Transfer Station Bag Fees	25,000	23,580	(1,420)
640 Refunds, Rebates	200		(200)
651 Historic Document Fees	-		-
660 Telephone Access Grant	19,321	15,610	(3,711)
680 Preschool Tuition Fees	9,000	16,560	7,560
000 Recreation - Miscellaneous	7,000	24,757	17,757
690 Miscellaneous	12,000	2,730	(9,270)
Total Other Revenue	261,064	183,210	(77,854)
 Undesignated Fund Balance			
675 Transfers In from Surplus	54,725	54,725	-
Appropriated from Undesignated Fund Balance			-
Total Undesignated Fund Balance	54,725	54,725	-
Total Revenues for General Fund	15,851,540	15,975,921	124,381
 Reserved Funds			
20 Reserved Fund for Capital and Non-Recurring Expenditures			
611 Interest on Investments	-	1,326	1,326
Total Res'd Fund for Capital and Non-Recur Exps	-	1,326	1,326
 Other Government Funds			

Town of Columbia  
2010-2011 Revenue  
Budget Basis

Description	Budget	Actual	Differences Over(Under)
28 Community Garden/Szegda Farm			
190 Community Garden	-	419	419
191 Maintenance of Szegda Farm	-	187	187
	-	606	606
29 Recreation Activities Fund			
100 Adult Programs	-	16,846	16,846
110 Educational Programs	-	1,065	1,065
120 Fundraisers	-	3,946	3,946
121 Beach	-	650	650
130 Youth	-	26,080	26,080
140 Donations	-	1,000	1,000
147 Golf Tournament	-	11,436	11,436
Total Recreation Activities Fund	-	61,023	61,023
30 Dog Fund			
224 Dog License Fees	-	1,966	1,966
225 Dog License Surcharge	-	97	97
691 Miscellaneous	-	15	15
421 Dog Redemption and Sale	-	320	320
530 Dog Fund Penalties	-	-	-
611 Investment Earnings	-	12	12
Total Dog Fund	-	2,410	2,410
31 Historic Document Preservation			
313 Historic Document Preservation Grant	-	3,000	3,000
651 Historic Document Fees	-	1,050	1,050
Total Historic Document Preservation	-	4,050	4,050
33 Social Services Needs			
611 Interest on Investments	-	1	1
691 Donations/Contributions	-	3,670	3,670
Total Social Service Needs	-	3,671	3,671
34 Council on Prevention - DARE			
691 Donations/Contributions	-	2,285	2,285
35 Open Space Land Acquisition			
611 Interest Income	-	105	105
010 Donations/Contributions	-	4,130	4,130
Total Open Space Land Acquisition	-	4,235	4,235
36 Senior Center			



Town of Columbia  
2010-2011 Revenue  
Budget Basis

Description	Budget	Actual	Differences Over(Under)
450 Transportation Fees/WRTD	-	800	800
770 Donations	-	100	100
813 Senior Center Special Items	-	1,095	1,095
Total Senior Center	-	1,995	1,995
37 Memorial Funds			
001 Memorial Bench Revenue	-	658	658
38 Rec Field Fence Rentals			
611 Interest Income	-	27	27
690 Fence Rentals	-	200	200
Total Rec Field Fence Rentals	-	227	227
39 Columbia Farmers Market			
690 Participation Fee - CFM	-	820	820
40 Agricultural Fund			
100 Agricultural Signs	-	173	173
41 Improved Road Fund			
756 Town Aid Roads-Impr Rd	-	102,589	102,589
Total Improved Road	-	102,589	102,589
53 Yeomans Trust Distribution			
611 Yeomans Trust Distribution	-	1,717	1,717
58 and 59 Land Preservation Fund			
200 Licenses, fines and permits	-	4,200	4,200
Education Funds			
Cafeteria Funds	-	162,126	162,126
Education Grants	-	734,640	734,640
Total Education Funds	-	896,766	896,766
Total Other Governmental Funds	-	1,087,424	1,087,424
Grand Total General Fund, Reserve Fund, and Other Governmental Funds	15,851,540	17,064,671	1,213,131

Town of Columbia  
Operating Expenditures 2010-2011  
Budget vs. Actual  
Budget Basis

Dept	Description	2010-2011 Initial Budget	Budget Transfers	2010-2011 Revised Budget	Expenditures	Encum- brances	Remaining
<b>GENERAL GOVERNMENT</b>							
110	TOWN MEETING Board of Selectmen						
110	Telephone/Communications	1,400	-	1,400	1,350	-	50
130	Legal Notices	1,000	-	1,000	908	-	92
		<u>2,400</u>	<u>-</u>	<u>2,400</u>	<u>2,258</u>	<u>-</u>	<u>142</u>
112	EXECUTIVE & ADMINISTRATIVE SERVICES Board of Selectmen						
10	Salaries	131,891	7,447	139,338	135,092	-	4,247
20	Payroll Taxes	100,000	-	100,000	90,043	-	9,957
22	Unemployment Comp	3,135	5,000	8,135	3,568	-	4,568
30	Worker's Compensation	48,000	-	48,000	36,625	-	11,375
40	Group Insurance	282,055	(6,500)	275,555	230,984	-	44,571
50	Pension Expense	72,000	500	72,500	70,991	-	1,509
60	457 Employer Match	25,000	(500)	24,500	21,198	-	3,302
110	Postage	1,750	-	1,750	1,742	-	8
120	Telephone/Communication	7,000	500	7,500	6,106	-	1,394
130	Legal Notices	500	669	1,169	1,169	-	-
140	Advertising	800	-	800	574	-	226
230	Electricity	15,754	3,800	19,554	18,184	-	1,370
240	Fuel	5,000	1,000	6,000	4,497	-	1,503
300	General Supplies	2,750	-	2,750	2,638	-	112
420	Grants & Subsidies	5,900	-	5,900	5,900	-	-
421	Town Historian	200	-	200	144	-	56
422	Econ Devel Comm	418	-	418	265	-	153
460	Commercial Insurance	38,037	-	38,037	26,346	-	11,691
500	Professional/Tech	2,500	(500)	2,000	1,105	-	895
515	Contracted Services	400	1,000	1,400	1,193	-	207
520	Printing	1,200	-	1,200	949	-	251
550	Misc Services/Chgs	550	-	550	492	-	58
600	Repairs/Maintenance	100	-	100	-	-	100
610	Farmers Mrkt Expenses	1,200	-	1,200	1,190	-	10
710	Professional Improvement	500	-	500	500	-	-
720	Professional Dues	7,853	-	7,853	7,812	-	41
750	Conferences/Seminars	500	-	500	361	-	139
770	Transportation	400	-	400	394	-	6
811	Machinery/Equipment <\$5000	-	-	-	-	-	-
		<u>755,393</u>	<u>12,416</u>	<u>767,809</u>	<u>670,062</u>	<u>-</u>	<u>97,746</u>
113	INFORMATION/TECHNOLOGY Town Network - Finance						
500	Professional/Tech	12,740	(6,700)	6,040	4,774	-	1,266
600	Repairs/Maintenance	6,920	6,700	13,620	13,496	-	124
		<u>19,660</u>	<u>-</u>	<u>19,660</u>	<u>18,270</u>	<u>-</u>	<u>1,390</u>
115	OLD FIREHOUSE BUILDING Board of Selectmen						
120	Telephone/Communications	300	200	500	414	-	86
230	Electricity	1,550	-	1,550	912	-	638
240	Fuel	2,273	1,410	3,683	789	-	2,894
		<u>4,123</u>	<u>1,610</u>	<u>5,733</u>	<u>2,115</u>	<u>-</u>	<u>3,618</u>
116	CHAPEL ON THE GREEN Board of Selectmen						
230	Electricity	2,250	1,500	3,750	3,398	-	352
600	Repairs/Maintenance	-	-	-	-	-	-
		<u>2,250</u>	<u>1,500</u>	<u>3,750</u>	<u>3,398</u>	<u>-</u>	<u>352</u>
117	MEETING PLACE Board of Selectmen						
120	Telephone	480	-	480	395	-	85
230	Electricity	750	-	750	636	-	114
240	Fuel	2,000	500	2,500	1,829	-	671
515	Contracted Services	550	(500)	50	-	-	50
600	Repairs/Maintenance	150	-	150	-	-	150



		3,930	-	3,930	2,860	-	1,070
120	JUDICIAL & LEGAL						
	Board of Selectmen						
500	Professional/Technical	40,000	40,000	80,000	76,265	-	3,735
		40,000	40,000	80,000	76,265	-	3,735
130	REGISTRATION & ELECTION						
	Registrars of Voters						
10	Salaries	9990	268	10,258	7,200	-	3,058
16	Election Workers	3754	-	3,754	3,396	-	358
110	Postage	506	-	506	69	-	437
130	Legal Notices	100	-	100	98	-	2
300	General Supplies	4565	(392)	4,174	1,465	-	2,709
515	Contracted Services	-	287	287	287	-	-
550	Misc Services/Chgs	-	105	105	105	-	-
770	Transportation	80	-	80	29	-	51
		18,995	268	19,263	12,649	-	6,614
131	FINANCIAL ADMINSTRATION SERVICES						
	Town Treasurer						
10	Salaries	11158	-	11,158	11,158	-	0
300	General Supplies	100	-	100	-	-	100
		11,258	-	11,258	11,158	-	100
132	ASSESSMENT						
	Assessor						
10	Salaries	87038	1,998	89,036	88,924	-	112
110	Postage	1216	-	1,216	1,129	-	87
130	Legal Notices	250	279	529	412	-	117
300	General Supplies	2,309	(279)	2,030	1,793	-	238
500	Professional/Technical	12,700	400	13,100	13,024	-	76
520	Printing	250	(136)	114	114	-	-
710	Professional Improvement	900	-	900	793	-	107
720	Professional Dues	490	(115)	375	375	-	-
750	Conferences/Seminars	560	-	560	381	-	179
770	Transportation	1,924	-	1,924	1,001	-	923
		107,637	2,147	109,784	107,946	-	1,838
133	TAX COLLECTION						
	Tax Collector						
10	Salaries	58515	1,190	59,705	59,020	-	685
110	Postage	4212	-	4,212	4,209	-	3
130	Legal Notices	855	20	875	870	-	5
300	General Supplies	674	-	674	661	-	13
500	Professional/Technical	5875	-	5,875	5,875	-	-
505	State DMV Fee-Delinquent Taxes	974	-	974	974	-	0
520	Printing	225	-	225	197	-	29
550	Miscellaneous Services/Chgs	260	-	260	260	-	-
720	Professional Dues	90	5	95	95	-	-
750	Conferences/Seminars	200	-	200	88	-	112
770	Transportation	348	(25)	323	182	-	141
		72,228	1,190	73,418	72,431	-	987
134	PUBLIC RECORDS SERVICES						
	Town Clerk						
10	Salaries	75,277	3,527	78,804	81,368	-	(2,564)
110	Postage	1,421	-	1,421	1,100	-	322
130	Legal Notices	1,753	-	1,753	297	-	1,456
300	General Supplies	3,741	(200)	3,541	2,551	-	990
500	Professional/Technical	3,955	200	4,155	4,066	-	89
515	Contracted Services	540	-	540	33	-	507
550	Miscellaneous Services/Chgs	270	-	270	80	-	190
600	Repairs/Maintenance	200	-	200	39	-	161
630	Rental	297	-	297	278	-	19
710	Professional Improvement	600	-	600	500	-	100
720	Professional Dues	205	-	205	155	-	50
750	Conferences/Seminars	675	-	675	360	-	315
770	Transportation	322	-	322	235	-	87
		89,256	3,527	92,783	91,062	-	1,721
135	FINANCIAL PLANNING/AUDITING						
	Financial Planning and Allocation Commission						
110	Postage	350	-	350	350	-	-
130	Legal Notices	100	500	600	232	-	368
500	Professional/Technical	18093	(500)	17,593	16,713	-	880

520	Printing	400	-	400	-	-	400
		18,943	-	18,943	17,295	-	1,648
136	FINANCE DEPARTMENT						
	Finance Director						
10	Salaries & Wages	191449	835	192,284	179,444	-	12,840
110	Postage	2500	-	2,500	2,060	-	440
120	Telephone	1500	-	1,500	1,175	-	325
230	Electricity	5000	-	5,000	-	-	5,000
300	General Supplies	3000	-	3,000	2,057	-	943
500	Professional/Technical	22000	-	22,000	17,097	-	4,903
515	Contracted Services	500	-	500	262	-	238
550	Miscellaneous Svc/Charges	50	-	50	15	-	35
600	Repairs/Maintenance	100	-	100	-	-	100
710	Professional Improvement	1000	-	1,000	340	-	660
720	Professional Dues	1000	-	1,000	205	-	795
750	Conferences/Seminars	500	-	500	30	-	470
770	Transportation	200	-	200	155	-	45
811	Machinery/Equipment <\$5000	1500	-	1,500	1,339	-	161
		230,299	835	231,134	204,179	-	26,955
140	TAX REVIEW SERVICES						
	Board of Assessment Appeal						
110	Postage	50	-	50	44	-	6
130	Legal Notices	250	-	250	235	-	15
710	Professional Improvement	100	-	100	-	-	100
		400	-	400	279	-	121
<b>TOTAL GENERAL GOVERNMENT</b>		<b>1,376,772</b>	<b>63,493</b>	<b>1,440,265</b>	<b>1,292,227</b>	<b>-</b>	<b>148,037</b>
<b>HEALTH AND HUMAN SERVICES</b>							
210	HEALTH CARE AND INSPECTION SERVICES						
	Board of Selectmen						
500	Professional/Technical	23,971	-	23,971	23,971	-	-
		23,971	-	23,971	23,971	-	-
230	SOCIAL SERVICES						
	Board of Selectmen						
10	Salaries	4,968	99	5,067	4,683	-	384
300	General Supplies	8,350	-	8,350	8,350	-	-
770	Transportation	400	-	400	-	-	400
		13,718	99	13,817	13,033	-	784
240	DRUG AND ALCOHOL ABUSE PREVENTION						
	Board of Selectmen						
420	Grants & Subsidies	850	-	850	746	-	104
500	Professional/Technical	-	-	-	-	-	-
		850	-	850	746	-	104
250	ELDERLY SERVICES						
	Commission on Aging						
110	Postage	75	-	75	-	-	75
300	General Supplies	50	-	50	-	-	50
420	Grants & Subsidies	15,897	-	15,897	15,897	-	-
540	Celebration	1,250	128	1,378	1,170	-	208
		17,272	128	17,400	17,067	-	333
260	BECKISH SENIOR CENTER						
	Board of Selectmen						
10	Salaries	35,861	(858)	35,003	35,338	-	(335)
110	Postage	1,039	-	1,039	127	-	912
120	Telephone/Communication	2,424	1,000	3,424	2,579	-	845
230	Electricity	11,000	5,000	16,000	14,983	-	1,017
240	Fuel	8,500	2,000	10,500	9,741	-	759
300	General Supplies	1,000	-	1,000	999	-	1
515	Contracted Services	708	-	708	648	-	60
520	Printing	100	-	100	50	-	50
550	Miscellaneous Services/Chgs	809	-	809	459	-	350
710	Professional Improvement	100	-	100	100	-	-
720	Professional Dues	200	-	200	-	-	200
		61,741	7,142	68,883	65,024	-	3,859
270	YOUTH SERVICES						
	Board of Selectmen						



420	Grants & Subsidies	14,266	-	14,266	14,266	-	0
		14,266	-	14,266	14,266	-	0
<b>TOTAL HEALTH AND HUMAN SERVICES</b>		<b>131,818</b>	<b>7,369</b>	<b>139,187</b>	<b>134,107</b>	<b>-</b>	<b>5,080</b>
<b>PUBLIC SAFETY</b>							
310	<b>POLICE PROTECTION</b>						
	Board of Selectmen						
120	Telephone/Communication	1,450	-	1,450	960	-	490
300	General Supplies	400	-	400	-	-	400
500	Professional/Technical	100,990	2,629	103,619	103,619	-	-
550	Miscellaneous Services/Chgs	200	-	200	-	-	200
		103,040	2,629	105,669	104,579	-	1,090
320	<b>FIRE FIGHTING AND EMERGENCY MEDICAL SERVICES</b>						
	Board of Selectmen						
10	CVFD Stipend/Abatement	-	-	-	-	-	-
30	Workman's Compensation Insurance	7,700	-	7,700	7,203	-	497
420	Grants & Subsidies	181,800	-	181,800	181,800	-	-
500	Professional/Technical	29,566	-	29,566	24,920	-	4,646
		219,066	-	219,066	213,923	-	5,143
330	<b>FIRE PREVENTION SERVICES</b>						
	Fire Marshal						
10	Salaries	18,777	376	19,153	19,148	-	5
710	Professional Improvement	600	-	600	300	-	300
720	Professional Dues	200	-	200	200	-	-
770	Transportation	400	500	900	840	-	60
		19,977	876	20,853	20,488	-	365
345	<b>EMERGENCY MANAGEMENT DIRECTOR</b>						
	Board of Selectmen						
10	Salaries	2,400	48	2,448	2,448	-	-
110	Postage	50	-	50	-	-	50
300	General Supplies	100	-	100	100	-	-
500	Professional/Technical	50	-	50	-	-	50
770	Emergency Management - Transportation	150	-	150	-	-	150
		2,750	48	2,798	2,548	-	250
350	<b>LAKE MANAGEMENT SERVICES</b>						
	Board of Selectmen						
10	Salaries	6,532	-	6,532	5,947	-	585
120	Telephone/Communications	225	-	225	150	-	75
300	General Supplies	600	-	600	552	-	48
520	Printing	500	-	500	295	-	205
550	Miscellaneous Services/Chgs	200	-	200	175	-	25
600	Repairs/Maintenance	1,000	1,336	2,336	2,336	-	-
		9,057	1,336	10,393	9,454	-	939
<b>TOTAL PUBLIC SAFETY</b>		<b>353,890</b>	<b>4,889</b>	<b>358,779</b>	<b>350,993</b>	<b>-</b>	<b>7,786</b>
<b>PUBLIC WORKS</b>							
410	<b>PUBLIC WORKS MAINTENANCE SERVICES</b>						
	Public Works Director						
10	Salaries	339,578	9,357	348,935	339,874	-	9,061
11	Salaries-OT	27,833	2,857	30,690	29,318	-	1,372
120	Telephone/Communication	2,220	1,009	3,229	3,022	-	207
230	Electricity	4,200	1,320	5,520	5,426	-	94
240	Fuel	37,250	(415)	36,835	30,711	-	6,124
300	General Supplies	6,520	385	6,905	6,880	-	25
500	Professional/Technical	4,000	-	4,000	2,783	-	1,217
515	Contracted Services	28,450	6,831	35,281	34,740	-	540
600	Repairs/Maintenance	76,625	10,000	86,625	85,909	-	716
610	Bldgs/Grounds Rep/Maint	15,000	2,683	17,683	17,156	-	527
630	Rental	3,700	1,300	5,000	4,640	-	360
710	Professional Development	900	(327)	573	573	-	-
		546,276	35,000	581,276	561,032	-	20,244
420	<b>WASTE DISPOSAL SERVICES</b>						
	Public Works Director						
10	Salaries	23,105	1,289	24,394	24,422	-	(28)
11	Salaries-OT	2,059	-	2,059	1,162	-	897



110	Postage	450	2,000	2,450	1,561	-	889
230	Electricity	5,700	-	5,700	1,921	-	3,779
300	General Supplies	1,500	2,000	3,500	2,357	-	1,143
500	Professional/Technical	171,942	(19,000)	152,942	95,324	-	57,618
515	Contracted Services	4,936	-	4,936	1,358	-	3,578
600	Repairs/Maintenance	1,000	-	1,000	580	-	420
630	Rental	7,200	-	7,200	1,500	-	5,700
		<u>217,892</u>	<u>(13,711)</u>	<u>204,181</u>	<u>130,185</u>	<u>-</u>	<u>73,996</u>
440	STREET LIGHTING						
	Board of Selectmen						
230	Electricity	20,000	-	20,000	16,348	-	3,652
		<u>20,000</u>	<u>-</u>	<u>20,000</u>	<u>16,348</u>	<u>-</u>	<u>3,652</u>
<b>TOTAL PUBLIC WORKS</b>		<b>784,168</b>	<b>21,289</b>	<b>805,457</b>	<b>707,565</b>	<b>-</b>	<b>97,892</b>
<b>BUILDING AND DEVELOPMENT SERVICES</b>							
510	PLANNING & ZONING SERVICES						
	Planning & Zoning Services						
10	Salaries	11565	97	11,662	10,728	-	934
130	Legal Notices	3000	50	3,050	3,050	-	-
500	Professional/Technical	21500	(50)	21,450	16,017	-	5,433
520	Printing	200	-	200	-	-	200
550	Miscellaneous Services/Chgs	300	-	300	-	-	300
720	Professional Dues	190	-	190	135	-	55
750	Conferences/Seminars	-	135	135	90	-	45
770	Transportation	900	-	900	673	-	227
		<u>37,655</u>	<u>232</u>	<u>37,887</u>	<u>30,693</u>	<u>-</u>	<u>7,194</u>
520	INLAND WETLANDS ADMINISTRATION						
	Inland Wetlands Commission						
10	Salaries	13,216	265	13,481	12,415	-	1,066
120	Telephone/Communication	240	-	240	240	-	-
130	Legal Notices	1,500	-	1,500	692	-	808
420	Grants & Subsidies	356	-	356	356	-	-
500	Professional/Technical	1,500	-	1,500	-	-	1,500
720	Professional Dues	160	-	160	-	-	160
770	Transportation	600	-	600	595	-	5
		<u>17,572</u>	<u>265</u>	<u>17,837</u>	<u>14,298</u>	<u>-</u>	<u>3,539</u>
530	BUILDING SERVICES						
	Building Official						
10	Salaries	24,438	3,489	27,927	26,065	-	1,862
120	Telephone/Communications	400	400	800	432	-	368
140	Advertising	85	-	85	-	-	85
520	Printing	200	-	200	200	-	-
720	Professional Dues	125	100	225	205	-	20
750	Conferences/Seminars	475	-	475	461	-	14
770	Transportation	1,500	-	1,500	1,260	-	240
		<u>27,223</u>	<u>3,989</u>	<u>31,212</u>	<u>28,623</u>	<u>-</u>	<u>2,589</u>
540	CONSERVATION AND DEVELOPMENT SERVICES						
	Conservation Commission						
110	Postage	500	(300)	200	40	-	160
300	General Supplies	150	300	450	450	-	-
500	Professional/Technical	380	-	380	128	-	252
720	Professional Dues	100	-	100	-	-	100
750	Conferences/Seminars	500	-	500	220	-	280
		<u>1,630</u>	<u>-</u>	<u>1,630</u>	<u>838</u>	<u>-</u>	<u>792</u>
550	ZONING APPEALS SERVICES						
	Zoning Appeals Board						
130	Legal Notices	1,200	-	1,200	650	-	550
550	Miscellaneous Services/Chgs	150	-	150	20	-	130
750	Conferences/Seminars	100	-	100	-	-	100
770	Transportation	80	-	80	80	-	0
		<u>1,530</u>	<u>-</u>	<u>1,530</u>	<u>750</u>	<u>-</u>	<u>780</u>
560	BUILDING APPEALS SERVICES						
	Building Code of Appeals						
130	Legal Notices	140	-	140	-	-	140
300	General Supplies	-	-	-	-	-	-
		<u>140</u>	<u>-</u>	<u>140</u>	<u>-</u>	<u>-</u>	<u>140</u>



570	LAND USE DEPARTMENT						
	Health/Inspection/Building/Wetlands						
10	Salaries	49,172	7,986	57,158	50,898	-	6,260
110	Postage	1,600	-	1,600	1,346	-	254
300	General Supplies	2,500	-	2,500	2,369	-	131
600	Repairs/Maintenance	1,100	-	1,100	746	-	354
811	Machinery/Equipment <\$5000	500	-	500	220	-	280
		<u>54,872</u>	<u>7,986</u>	<u>62,858</u>	<u>55,579</u>	<u>-</u>	<u>7,279</u>
	<b>TOTAL BUILDING AND DEVELOPMENT SERVICES</b>	<b>140,622</b>	<b>12,472</b>	<b>153,094</b>	<b>130,781</b>	<b>-</b>	<b>22,313</b>

RECREATION

610	PUBLIC CELEBRATIONS						
	Board of Selectmen						
300	General Supplies	800	-	800	774	-	26
500	Professional/Technical	4,250	-	4,250	3,495	-	755
		<u>5,050</u>	<u>-</u>	<u>5,050</u>	<u>4,269</u>	<u>-</u>	<u>781</u>
620	LIBRARY SERVICES						
	Board of Selectmen						
420	Grants & Subsidies	300,460	-	300,460	300,460	-	-
		<u>300,460</u>	<u>-</u>	<u>300,460</u>	<u>300,460</u>	<u>-</u>	<u>-</u>
630	LAKE MANAGEMENT ADVISORY COMMITTEE						
	Lake Management Advisory Committee						
500	Professional/Technical	5,300	-	5,300	4,252	-	1,048
720	Professional Dues	150	-	150	-	-	150
		<u>5,450</u>	<u>-</u>	<u>5,450</u>	<u>4,252</u>	<u>-</u>	<u>1,198</u>
640	BEACH SERVICES						
	Board of Selectmen						
10	Salaries	26,758	(100)	26,658	19,901	-	6,757
120	Telephone/Communications	450	100	550	445	-	105
140	Advertising	500	-	500	458	-	42
230	Electricity	1,000	-	1,000	786	-	214
240	Fuel	1,950	500	2,450	721	-	1,729
300	General Supplies	3,500	(500)	3,000	581	-	2,419
500	Professional/Technical	1,167	-	1,167	91	-	1,076
515	Contracted Services	200	-	200	200	-	-
520	Printing	900	-	900	24	-	876
600	Repairs/Maintenance	100	-	100	-	-	100
		<u>36,525</u>	<u>-</u>	<u>36,525</u>	<u>23,207</u>	<u>-</u>	<u>13,318</u>
660	RECREATION AREA OPERATION						
	Board of Selectmen						
230	Electricity	1,000	450	1,450	1,124	-	326
300	General Supplies	450	-	450	445	-	5
515	Contracted Services	4,000	(450)	3,550	2,711	-	840
		<u>5,450</u>	<u>-</u>	<u>5,450</u>	<u>4,280</u>	<u>-</u>	<u>1,170</u>
670	RECREATION DEPARTMENT						
	Board of Selectmen						
10	Salaries	33,121	668	33,789	33,565	-	224
110	Postage	1,000	-	1,000	132	-	868
140	Advertising	600	-	600	394	-	206
300	General Supplies	890	-	890	374	-	516
520	Printing	1,175	-	1,175	240	-	935
720	Professional Dues	100	-	100	95	-	5
750	Conferences/Seminars	550	-	550	159	-	391
770	Transportation	150	-	150	88	-	62
831	Furniture/Fixtures < \$5000	-	189	189	189	-	-
		<u>37,586</u>	<u>857</u>	<u>38,443</u>	<u>35,236</u>	<u>-</u>	<u>3,207</u>
	<b>TOTAL RECREATION</b>	<b>390,521</b>	<b>857</b>	<b>391,378</b>	<b>371,704</b>	<b>-</b>	<b>19,674</b>
	<b>TOTAL BOARD OF SELECTMEN</b>	<b>3,177,791</b>	<b>110,368</b>	<b>3,288,159</b>	<b>2,987,377</b>	<b>-</b>	<b>300,783</b>

5100	EDUCATION SERVICES						
	Board of Education						
111E	Certified Salaries	3,799,787	6,462	3,806,249	3,806,249	-	(0)
112E	Non-Certified Salaries	804,959	(23,048)	781,911	781,911	-	(0)
210E	Empl Benefit-Hosp/Surg	1,149,858	(106,528)	1,043,330	1,043,330	-	(0)
211E	Empl Benefit-Group Life	9,200	(2,451)	6,749	6,749	-	(0)
213E	Social Security	49,907	8,318	58,225	58,225	-	(0)



214E Medicare	72,044	(6,376)	65,668	65,668	-	(0)
250E Unemployment	117,200	(87,047)	30,153	30,153	-	(0)
260E Workers' Compensation	27,522	(3,978)	23,544	23,544	-	-
290E Other Benefits	41,359	34,529	75,888	75,888	-	-
310E Board of Education Services	19,000	34,575	53,575	53,575	-	-
320E Instructional Improvement-Staff	17,516	(14,871)	2,645	2,645	-	0
330E Professional Services	271,220	(51,747)	219,473	219,473	-	-
340E Technical/Contracted Services	45,486	18,434	63,920	63,920	-	0
411E Water/Sewage	5,400	(940)	4,460	4,460	-	-
421E Sanitary Refuse	7,900	(419)	7,481	7,481	-	-
422E Snow Plowing	4,800	1,016	5,816	5,816	-	-
430E Repairs/Maintenance	11,000	91,786	102,786	102,786	-	0
440E Rental	43,800	(7,515)	36,285	36,285	-	-
510E Pupil Transportation	763,620	(31,413)	732,207	690,940	-	41,267
520E Property Insurance	37,080	(1,901)	35,179	35,179	-	-
530E Telephone	13,390	(2,924)	10,466	10,466	-	-
531E Postage	4,000	5,996	9,996	9,996	-	-
540E Advertising	-	543	543	543	-	-
560E Tuition	3,419,217	-	3,419,217	3,032,056	-	387,161
580E Travel	2,900	399	3,299	3,299	-	-
610E Supplies	133,824	(37,385)	96,439	96,439	-	0
613E Maintenance Supplies	16,995	2,666	19,661	19,661	-	-
622E Electricity	125,382	(27,346)	98,036	98,036	-	-
623E Propane Gas	1,760	1,512	3,272	3,272	-	-
624E Heating Oil	70,680	(2,076)	68,604	68,604	-	-
626E Diesel Fuel	55,660	(6,054)	49,606	49,606	-	-
640E Software	25,501	2,801	28,302	28,302	-	(0)
641E Textbooks/Ancillary Materials	56,320	53,320	109,640	109,640	-	-
642E Library Books	2,500	(213)	2,287	2,287	-	-
643E Periodicals	-	1,715	1,715	1,715	-	-
730E Equipment	10,750	143,552	154,302	154,302	-	(0)
810E Dues/Fees	6,128	6,608	12,736	12,736	-	(0)
<b>TOTAL BOARD OF EDUCATION</b>	<b>11,243,665</b>	<b>0</b>	<b>11,243,665</b>	<b>10,815,238</b>	<b>-</b>	<b>428,427</b>
<b>AGENCY TOTALS</b>	<b>14,421,456</b>	<b>110,368</b>	<b>14,531,824</b>	<b>13,802,615</b>	<b>-</b>	<b>729,209</b>
900 FUND TRANSFERS						
Transfers	434,778	35,199	469,977	469,977	-	-
700 DEBT SERVICE						
Board of Selectmen						
962 /01 Bond Prin Pmt	150,000	-	150,000	150,000	-	-
963 /01 Bond Int Pmt	77,050	-	77,050	77,049	-	1
964 8/02 Bond Principal Payment	570,000	-	570,000	570,000	-	-
965 8/02 Bond Interest Payment	80,144	-	80,144	80,144	-	0
	<b>877,194</b>	<b>-</b>	<b>877,194</b>	<b>877,193</b>	<b>-</b>	<b>1</b>
800 CONTINGENCY						
Financial Planning & Allocation Commission						
900 Reserve for Contingency	118,112	(110,568)	7,544	-	-	7,544
	<b>118,112</b>	<b>(110,568)</b>	<b>7,544</b>	<b>-</b>	<b>-</b>	<b>7,544</b>
Replenish Fund Balance		-	-	-	-	-
<b>FUNDS TOTALS - GENERAL FUND</b>	<b>15,851,540</b>	<b>35,000</b>	<b>15,886,540</b>	<b>15,149,785</b>	<b>-</b>	<b>736,755</b>
D134 DOG FUND						
PUBLIC RECORDS SERVICES						
Town Clerk						
110 Postage	247	-	247	218	-	29
300 General Supplies	258	-	258	184	-	74
500 Professional/Technical	1	-	1	-	-	1
550 Miscellaneous Service/ Charges	-	-	-	556	-	(556)
	<b>506</b>	<b>-</b>	<b>506</b>	<b>958</b>	<b>-</b>	<b>(452)</b>
D360 CANINE CONTROL SERVICES						
Canine Control Officer						
10 Salaries	7,580	152	7,732	7,731	-	1
12 Auto Allowance	2,600	-	2,600	2,600	-	-
120 Telephone	40	-	40	51	-	(11)
140 Advertising	100	23	123	123	-	-
300 General Supplies	300	(299)	1	11	-	(10)
500 Professional/Technical	300	323	623	642	-	(19)
550 Miscellaneous Services/Charges	-	-	-	-	-	-



10,920	199	11,119	11,158	-	(39)
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FUND TOTALS - DOG FUND

11,426	199	11,625	12,116	-	(491)
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**TOWN OF COLUMBIA**  
 Budgetary Comparison Schedule  
 Reserve for Capital and Non-Recurring Expenditures  
 For the Year Ended June 30, 2011

	Budget Appropriations July 1, 2010	10/11 Adopted Appropriations	10/11 Adopted Cancellations	Mid-Year Appropriations, and Transfers	Adjusted Appropriations	Current Year Expenditures	Balance Appropriated June 30, 2011
Reserved for active projects:							
Road Resurfacing	\$ 37,709	\$ 99,295	\$ -	\$ -	\$ 137,004	\$ 107,302	\$ 29,702
Recreation Area Improvement	16,973	-	-	-	16,973	4,963	12,010
Town Hall Computers	7,550	-	-	-	7,550	2,001	5,549
Records Retention	2,610	-	-	-	2,610	2,116	494
Chimney Liner at Meeting Place	172	-	(172)	-	-	-	-
Four Year Revaluation	46,160	31,940	-	-	78,100	44,048	34,052
Parker Road Bridge	5,141	-	-	-	5,141	-	5,141
Accounting Software Upgrades	39,527	-	-	-	39,527	-	39,527
Town Hall Networking	1,734	-	-	-	1,734	1,734	-
DPW Capital Equipment	1,122	64,000	-	-	65,122	12,474	52,648
DPW Cap Improvements - Bldg	2,587	-	-	3,000	5,587	4,416	1,171
DPW Security Cameras	1	-	(1)	-	-	-	-
HWP Windows Replacement	10,010	-	-	-	10,010	-	10,010
Replace Fencing Around Boxes	8,000	-	-	-	8,000	-	8,000
4 Classroom Carpets/Year	113	5,000	-	-	5,113	3,994	1,119
Haz. Moving Viol. Enforcement	528	-	(528)	-	-	-	-
Senior Center Furnishings	261	-	-	-	261	260	1
Senior Center Kitchen	-	-	-	2,732	2,732	-	2,732
Energy Efficiency Improvements	40,436	-	-	-	40,436	40,436	-
Fire Department Equipment	310,000	130,000	-	-	440,000	440,000	-
DPW Pipe Repl Cards Mill	1,287	-	(1,287)	-	-	-	-
Town Website 1 of 2 payments	-	6,000	-	-	6,000	3,437	2,563
HWP Septic Engineering Serv.	-	20,000	-	(10,000)	10,000	568	9,432
Dartmouth School Renovation	-	5,000	-	16,213	21,213	16,213	5,000
Beach House Renovation/Murphy De.	-	16,000	-	-	16,000	9,992	6,008
Transfer Stat. Used Tanks	-	15,000	-	-	15,000	3,359	11,641
Lake Road Drainage Upgrades	-	10,000	-	-	10,000	9,996	4
DPW-Removal of Tanks	-	20,000	-	(9,213)	10,787	7,267	3,520
Dry Hydrant near Island Woods	-	2,000	-	-	2,000	-	2,000
Signs for Town Hall	-	2,000	-	-	2,000	2,000	-
HWP Kitchen Floor Repair	-	4,000	-	-	4,000	1,354	2,646
HWP Door Hardware/Class Sec.	-	41,000	-	-	41,000	41,000	-
HWP Power Upgrade	-	28,200	-	-	28,200	27,135	1,065
HWP HVAC in Nurse's Office	-	12,000	-	-	12,000	7,340	4,660
HWP Lawn Mower	-	8,900	-	-	8,900	8,900	-
Town Hall Generator	-	-	-	35,000	35,000	-	35,000
Library Expansion-Phase II	50,000	-	-	-	50,000	33,240	16,760
<b>Total Reserve for Active Projects</b>	<b>581,921</b>	<b>520,335</b>	<b>(1,988)</b>	<b>37,732</b>	<b>1,138,000</b>	<b>835,545</b>	<b>302,455</b>
Designated for Future Projects:							
Watershed Management Plan	2,909	-	-	-	2,909	-	2,909
Library Roof	20,000	-	-	-	20,000	-	20,000
Rose Bridge Road	-	6,000	-	-	6,000	-	6,000
Land Acquisition	920	-	-	-	920	-	920
Marine Boat Replacement	-	2,000	-	-	2,000	-	2,000
<b>Total Designated for Future Projects</b>	<b>23,829</b>	<b>8,000</b>	<b>-</b>	<b>-</b>	<b>31,829</b>	<b>-</b>	<b>31,829</b>
Transfer Out	-	-	-	-	-	-	-
<b>Total Capital and Non-Recurring</b>	<b>\$ 605,750</b>	<b>\$ 528,335</b>	<b>\$ (1,988)</b>	<b>\$ 37,732</b>	<b>\$ 1,169,829</b>	<b>\$ 835,545</b>	<b>\$ 334,284</b>

See accountant's report.



2010-2011 BOARD OF SELECTMEN SALARY

Employee Name		Total Gross Salary
<u>Executive &amp; Administrative</u>		
Kimberly	Bona	35,792.83
Jonathan	Luiz	86,700.08
Carmen	Vance	10,094.28
		<u>132,587.19</u>
<u>Election &amp; Registration</u>		
John	Allen	194.60
Maureen	Allen	1,684.68
Astrid	Belanger	4,708.96
Joan	Ethridge	385.52
Michael	Gabel	806.20
Nancy	Nuhfer	213.84
Lee	Potter	74.57
Nicole	Potter	385.52
Madonna	Schmitt	194.60
Dorothy	Sihvonen	861.27
Carol	Steuernagel	202.94
Walter	Steuernagel	202.94
Audrey	Tuttle	94.08
Mark	Vining	383.88
Jeffrey	Vose	202.70
		<u>10,596.30</u>
<u>Assessment</u>		
Mary	Latour	20,810.07
Mary	Lavallee	67,165.03
		<u>87,975.10</u>
<u>Tax Collection</u>		
Lisa	McDonald	18,901.84
Carol	Price	39,862.77
		<u>58,764.61</u>
<u>Town Clerk &amp; Public Records</u>		
Ann	Bushey	1,193.96
Sylvie	Grenier	12,094.65
Robin	Kenefick	50,568.90
Gail	McGrath	12,347.15
Elaine	Trask	5,739.69
		<u>81,944.35</u>
<u>Finance</u>		
Beverly	Ciurylo	78,604.18
Paula	Fernald	55,384.80
Marlaine	Martin	43,972.14
Lisa	Rose	12,798.75
		<u>190,759.87</u>
<u>Social Services / Senior Center Services</u>		
Dorothy	Davis	2,231.50
Denise	Krom	1,441.78
Marie	Lynch	1,606.92

Employee Name		Total Gross Salary
Bernadette	Derring	28,235.84
Robert	Fowler	2,733.78
Donna	Gray	2,610.19
		<u>38,860.01</u>
<u>Fire Prevention Services</u>		
Leslie	Kittle	14,532.00
Michael	Lester	4,616.46
		<u>19,148.46</u>
<u>Emergency Management</u>		
Jerry	James	2,448.00
		<u>2,448.00</u>
<u>Lake Management</u>		
Marie	Beck	1,135.81
Susan	Catullo	758.21
Mark	Coleman	2,254.73
Peter	Dunnack	405.70
Stephen	Postemsky	610.49
Robert	Powell	267.22
Sharon	Smith	138.12
Cynthia	Vertefeuille	282.49
		<u>5,852.77</u>
<u>Animal Control</u>		
Nancy	Yale	10,330.58
		<u>10,330.58</u>
<u>Public Works</u>		
Andrew	Andrews	56,059.56
Grant	Bombria	47,310.82
Gabriel	Fenteany	1,225.44
Kevin	Gresch	46,846.61
Bud	Meyers	46,502.12
George	Murphy	73,194.98
Brian	Paul	46,126.98
Matthew	Jorgensen	41,607.41
John	MacCalmont	46,250.02
		<u>405,123.94</u>
<u>Building &amp; Land Use</u>		
Cindee	Hodge	33,684.02
Linda	McDonald	14,380.17
Alvan	Hill	26,064.44
John	Valente	23,142.96
		<u>97,271.59</u>
<u>Beach Services</u>		
Stratton	Andrews	1,793.79
Samantha	Blake	2,055.52
Anna	Calano	1,911.33
Maureen	Chapman	39.52
Alexandra	Daigle	2,091.39
Kristen	Donahue	176.84
Timothy	Doyle	1,252.45



Employee Name		Total Gross Salary
Amanda	Gendron	64.22
Michael	Gorcenski	581.40
Robert	Gorcenski	29.07
Amanda	Hamilton	469.97
Kelley	Leist	39.52
Audrey	Marinelli	1,466.39
Nicole	Ozark	548.25
Trinda	Pacheco	39.52
Kristine	Parnell	3,149.79
Regina	Riddell	19.38
Jonathan	Sadlon	741.29
Nicole	Smith	82.37
David	Wikholm	2,247.72
Kevin	Wikholm	1,721.90
		<u>20,521.63</u>
<u>Recreation</u>		
Nicole	Keldsen	20,726.70
Laurie	Rogers	4,382.12
Kathleen	Sideris	3,179.12
Brittany	Waller	5,717.52
		<u>34,005.46</u>
<u>Town Hall Floaters</u>		
Lisa	Gillette	1,937.90
Terri	Homski	240.20
Margaret	Verizzi	3,973.89
Bozena	Kowalczyk	64.74
Maureen	Haynes	216.18
		<u>6,432.91</u>
Total		<u><u>1,202,622.77</u></u>

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## **REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

### Independent Auditor's Report

To the Financial Planning and Allocation Commission of  
The Town of Columbia, CT

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Columbia, CT as of and for the year ended June 30, 2011, which collectively comprise the Town of Columbia, CT's basic financial statements and have issued our report thereon dated December 16, 2011. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

### **Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the Town of Columbia, CT's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Columbia, CT's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Town of Columbia, CT's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Town's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above. However, we identified a certain deficiency in internal control over financial reporting, described in the accompanying schedule of findings and questioned



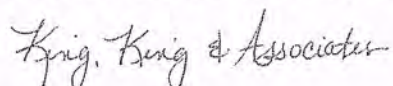
costs as #10-1 that we consider to be a significant deficiency in internal control over financial reporting. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Town of Columbia, CT's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The Town of Columbia, CT's response to the finding identified in our audit is described in the accompanying schedule of findings and responses. We did not audit the Town of Columbia, CT's response and accordingly, we express no opinion on it.

This report is intended solely for the information and use of management, the Financial Planning and Allocation Commission, others within the Town of Columbia, CT, and the State of Connecticut Office of Policy and Management, and other state awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.



King, King & Associates, CPAs  
Winsted, CT  
December 16, 2011

**TOWN OF COLUMBIA**

Statement of Revenues, Expenditures, and Changes in Fund Balances  
 Governmental Funds  
 For the Year Ended June 30, 2011  
 (With Comparative Totals for June 30, 2010)

	General Fund	Reserve for Capital and Non-Recurring Expenditures	Nonmajor Governmental Funds	Totals	
				2011	2010
<b>Revenues</b>					
Taxes	\$ 12,699,987	\$ -	\$ -	\$ 12,699,987	\$ 12,125,389
Licenses, fees, and permits	271,917	-	189,991	461,908	450,712
Intergovernmental revenue	3,600,505	-	881,931	4,482,436	4,877,518
Contributions	-	-	10,937	10,937	4,273
Other revenues	4,119	-	4,405	8,524	35,657
Investment earnings	11,998	1,325	160	13,483	17,476
Total revenues	<u>16,588,526</u>	<u>1,325</u>	<u>1,087,424</u>	<u>17,677,275</u>	<u>17,511,025</u>
<b>Expenditures</b>					
Current					
General government	1,353,633	-	3,650	1,357,283	1,248,608
Health and human services	132,052	-	5,945	137,997	205,560
Public safety	350,911	-	12,117	363,028	350,134
Public works	709,189	-	-	709,189	724,608
Building and development services	132,285	-	-	132,285	127,097
Recreation	371,271	-	36,207	407,478	422,295
Education	11,232,034	-	894,654	12,126,688	12,226,010
Debt service	877,193	-	-	877,193	919,133
Capital expenditures	-	835,544	-	835,544	591,695
Total expenditures	<u>15,158,568</u>	<u>835,544</u>	<u>952,573</u>	<u>16,946,685</u>	<u>16,815,140</u>
Excess/(deficiency) of revenues over expenditures	1,429,958	(834,219)	134,851	730,590	695,885
<b>Other Financing sources/(Uses)</b>					
Transfers in	79,482	554,806	17,199	651,487	502,741
Transfers out	(469,977)	-	(181,510)	(651,487)	(502,741)
Total other financing sources/(uses)	<u>(390,495)</u>	<u>554,806</u>	<u>(164,311)</u>	<u>-</u>	<u>-</u>
Net change in fund balances	1,039,463	(279,413)	(29,460)	730,590	695,885
Fund balances - beginning	2,047,649	613,713	317,103	2,978,465	2,282,580
Fund balances - ending	<u>\$ 3,087,112</u>	<u>\$ 334,300</u>	<u>\$ 287,643</u>	<u>\$ 3,709,055</u>	<u>\$ 2,978,465</u>

The notes to financial statements are an integral part of this statement



**TOWN OF COLUMBIA**  
**Balance Sheet**  
**Governmental Funds**  
**June 30, 2011**  
(With Comparative Totals for June 30, 2010)

	General Fund	Reserve for Capital and Non-Recurring Expenditures	Nonmajor Governmental Funds	Totals	
				2011	2010
<b>Assets</b>					
Cash and cash equivalents	\$ 3,662,295	\$ 574,512	\$ 113,900	\$ 4,350,707	\$ 3,974,624
State and federal grants receivable	73,754	-	6,083	79,837	54,700
Other receivables	311	-	759	1,070	11,339
Interfund receivables	242,922	-	228,945	471,867	1,225,252
Property taxes receivable	275,179	-	-	275,179	381,531
Inventories	-	-	4,264	4,264	4,797
<b>Total assets</b>	<b>\$ 4,254,461</b>	<b>\$ 574,512</b>	<b>\$ 353,951</b>	<b>\$ 5,182,924</b>	<b>\$ 5,652,243</b>
<b>Liabilities and fund balances</b>					
<b>Liabilities:</b>					
Accounts payable	\$ 266,635	\$ -	\$ 9,587	\$ 276,222	\$ 579,319
Accrued expenses	435,096	-	8,011	443,107	453,898
Deferred revenue	256,865	-	19,348	276,213	411,462
Interfund payables	208,742	240,212	22,913	471,867	1,225,252
Due to Others	-	-	-	-	25
Due to State of CT	11	-	6,449	6,460	3,822
<b>Total liabilities</b>	<b>1,167,349</b>	<b>240,212</b>	<b>66,308</b>	<b>1,473,869</b>	<b>2,673,778</b>
<b>Fund Balances:</b>					
<b>Nonspendable:</b>					
Inventories	-	-	4,264	4,264	4,797
<b>Restricted:</b>					
D.A.R.E Education	-	-	3,760	3,760	4,045
Town Aid Road	-	-	129,301	129,301	180,734
Historic Document Preservation Fund	-	-	3,649	3,649	2,599
Land Protection Fund	-	-	27,177	27,177	22,977
Education Grants Fund	-	-	2,725	2,725	2,616
Mary B Yeomans Trust Fund	-	-	1,717	1,717	-
Social Services Needs Fund	-	-	8,214	8,214	7,240
<b>Committed:</b>					
Reserve for Capital	-	334,284	-	334,284	605,749
Dog Fund	-	-	5,992	5,992	8,499
Land Acquisition Fund	-	-	47,506	47,506	43,271
Recreation Activities Fund	-	-	25,052	25,052	24,993
<b>Assigned:</b>					
Reserve for Capital	-	16	-	16	7,964
Szegda Community Garden	-	-	865	865	260
Senior Center Fund	-	-	821	821	1,792
Memorial Fund	-	-	792	792	578
Recreation Fields Rental Fund	-	-	12,067	12,067	11,840
Columbia Economic Development Committee	-	-	65	65	65
Compensated Absences Reserve Fund	-	-	10,000	10,000	-
Farmers Market Fund	-	-	3,571	3,571	3,401
Agricultural Fund	-	-	690	690	517
<b>Unassigned:</b>	<b>3,087,112</b>	<b>-</b>	<b>(585)</b>	<b>3,086,527</b>	<b>2,044,528</b>
<b>Total fund balances</b>	<b>3,087,112</b>	<b>334,300</b>	<b>287,643</b>	<b>3,709,055</b>	<b>2,978,465</b>
<b>Total liabilities and fund balances</b>	<b>\$ 4,254,461</b>	<b>\$ 574,512</b>	<b>\$ 353,951</b>	<b>\$ 5,182,924</b>	<b>\$ 5,652,243</b>

The notes to the financial statements are an integral part of this statement



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## **REPORT ON COMPLIANCE WITH REQUIREMENTS THAT COULD HAVE A DIRECT AND MATERIAL EFFECT ON EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133**

### Independent Auditor's Report

To The Board of Finance  
Town of Columbia  
Columbia, CT

#### **Compliance**

We have audited the Town of Columbia's ("the Town") with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the Town's major federal programs for the year ended June 30, 2011. The Town's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of the Town's management. Our responsibility is to express an opinion on the Town's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Town's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the Town's compliance with those requirements.

In our opinion, the Town complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2011.



### Internal Control Over Compliance

Management of the Town is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the Town's internal control over compliance with the requirements that could have a direct and material effect on a major federal program in order to determine the auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis.

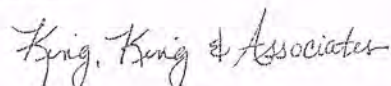
Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be *material weaknesses*, as defined above.

### *Schedule of Expenditures of Federal Awards*

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town as of and for the year ended June 30, 2011, and have issued our report thereon dated December 16, 2011. Our audit was performed for the purpose of forming our opinions on the financial statements that collectively comprise the Town's basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

The Town's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. We did not audit the Town's response and, accordingly, we express no opinion on it.

This report is intended solely for the information and use of the Board of Finance, the Board of Selectmen, management, others within the entity, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.



King, King & Associates, CPAs  
Winsted, CT  
December 16, 2011



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## TOWN OF COLUMBIA SCHEDULE OF FINDINGS AND QUESTIONED COSTS FEDERAL AWARDS FOR THE YEAR ENDED JUNE 30, 2011

### I. SUMMARY OF AUDITOR'S RESULTS

#### *Financial Statements*

We audited the basic financial statements of the Town of Columbia, CT as of and for the year ended June 30, 2011 and issued our unqualified report thereon dated December 16, 2011.

Internal control over financial reporting:

- Material weakness(es) identified?  Yes  No
- Significant deficiency(ies) identified?  Yes  None Reported

Noncompliance material to financial statements noted?

Yes  No

#### *Federal Awards*

Internal control over major programs:

- Material weakness(es) identified?  Yes  No
- Significant deficiency(ies) identified?  Yes  None Reported

We have issued an unqualified opinion relating to compliance for major Federal programs.

Any audit findings disclosed that are required to be reported in accordance with Section 510(a) of Circular A-133?

Yes  No

#### **Identification of Major Programs**

84.394 ARRA – State Fiscal Stabilization Funds – Education Stabilization Fund  
84.391 ARRA – Individuals with Disabilities Education Act – Part B



**Dollar Threshold**

Dollar threshold used to distinguish between type A and type B programs: \$300,000.

**Low-Risk Auditee**

The Town of Columbia did not qualify as a low-risk auditee.

**II. FINANCIAL STATEMENT FINDINGS**

- We issued reports, dated December 16, 2011, on internal control over financial reporting and on compliance and other matters based on our audit of financial statements performed in accordance with *Government Auditing Standards*.
- Our report on compliance indicated no reportable instances of noncompliance.
- Our report on internal control over financial reporting indicated a significant deficiency, as described below.

**FINDING #11-1****Condition**

The Town has not adopted a complete accounting policies and procedures manual to provide for standard accounting procedures. This comment is repeated from the prior year.

**Context**

The Town should have a complete accounting manual adopted by the Town which defines in detail the specific controls in place associated with their accounting procedures. The Town has prepared a draft manual which is reviewing and will be submitted for approval.

**Effect**

Until the draft document is finalized, there is no authoritative reference in place to document existing procedures or assist new employees in understanding the accounting procedures in place.

**Cause**

Past practice.

**Recommendation**

We recommend that the Town continue to review, finalize, and adopt a final accounting manual that provides written procedures, instructions, and assignments of duties. An accounting manual will help to prevent or reduce misunderstandings, errors, inefficient or untimely accounting records. This manual will help train any new staff hired in the accounting department in the future.

**Views of Responsible Officials and Planned Corrective Actions**

The Town has been working on developing and finalizing an accounting manual which shall define in detail the specific controls in place associated with their accounting procedures. The manual is expected to be completed by the end of fiscal year 2011-2012.

**III. FEDERAL AWARDS - FINDINGS AND QUESTIONED COSTS**

- No findings or questioned costs are reported relating to Federal award programs.