

REGULAR MEETING MINUTES
COLUMBIA BOARD OF SELECTMEN
Tuesday, March 15, 2016 - 7 pm.
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT

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

Also Present: Town Administrator Natasha Nau; Public Works Director George Murphy; Ann Dunnack; Gary Littlefield; *The Chronicle* Reporter Kimberly Wetzel.

CALL TO ORDER: C. Vance called the meeting to order at 7 pm.

1. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited at the Town Meeting that took place prior to the BOS meeting.

2. **MINUTES: Regular Meeting Minutes of 3/1/16:** R. Bogue MOVED to approve the minutes with the following amendment: *Motion made after executive session currently reads: "C. Vance MOVED to approve the FY 16-17 budget including increases and decreases discussed and to send it to FiPAC for review. MOTION CARRIED 5:0."*
In order to clarify that this motion was not made in executive session, the following amendment was made: "13. BUDGET WORKSHOP (Continued):C. Vance MOVED to approve the FY 16-17 budget including increases and decreases discussed and to send it to FiPAC for review. MOTION CARRIED 5:0."

MOTION CARRIED 5:0.

3. **AUDIENCE OF CITIZENS:** None.

4. **OLD BUSINESS:** None.

5. **NEW BUSINESS:**
 - 5.1 **Approval of revised Rec Director Job Description:** N. Nau explained that the new job title for the Rec Director will be "Director of Parks and Recreation." R. Bogue asked why the proposed title includes director of "Parks". N. Nau explained that the Director of Parks and Recreation is responsible for field rentals as well as coordinating with the Public Works Department to when fertilizing, etc. will be done to ensure that it does not conflict/overlap with recreational field use. Discussion followed. C. Vance MOVED to approve the revised Rec Director Job Description as presented. MOTION CARRIED 5:0.

 - 5.2 **Approval of Recreation Floater Job Description:** N. Nau explained that this is the proposed job description for the new position in the Recreation Department that will "replace" the prior Assistant to the Recreation Director and will simply provide office and program support when the Director needs it (up to 10 hours per week). R. Bogue MOVED to approve the Rec Floater job description as presented. MOTION CARRIED 5:0.

- 6. COLUMBIA LAKE / DAM / BEACH:**
- 6.1 Application from Gayle Mulligan of 9 Nuhfer Drive to replace existing stairs in seawall:** S. Everett MOVED to approve the application from Gayle Mulligan of 9 Nuhfer Drive for in-kind stair replacement contingent upon the recommendations set forth by LMAC. MOTION CARRIED 5:0.
- 7. APPOINTMENTS / RESIGNATIONS:**
- 7.1 Appointment of Alyssa Gwinnell to the Youth Services Committee:** W. O'Brien MOVED to appoint A. Gwinnell to the YSC. MOTION CARRIED 5:0.
- 7.2 Appointment of Head Lifeguards:** C. Vance MOVED to appoint the following Lifeguards/Head Guards for the 2016 beach season: Shane Vertefeuille, Bradley Bowers and Alexandra Kaplan. MOTION CARRIED 5:0.
- 7.3 Resignation of Kelly McGuire as Board Clerk:** The BOS recognized the resignation of K. McGuire as Board Clerk.
- 7.4 Resignation of Robert Manwarren as Moderator:** The BOS recognized the resignation of R. Manwarren as Town Meeting Moderator.
- 7.5 Re-appointment of Keith Peck as alternate to ZBA:** S. Everett MOVED to re-appoint K. Peck as an alternate to the ZBA. MOTION CARRIED 5:0.
- 8. TOWN ADMINISTRATOR REPORT: See report.** Discussion regarding a proposal to purchase an industrial sized composter for the Transfer Station took place. N. Nau explained that the original composter that was going to be purchased for the transfer station is too small and will not be covered under the original \$4,750 recycling grant the Town was awarded by DEEP. She stated that a \$10,000 transfer will be needed to cover the cost of an industrial sized composter that has enough gallon capacity to properly serve the residents of Columbia. DEEP recently sent out a notice that they will be revising the statewide Solid Waste Management Plan with one of the main objectives being the mandated usage of waste conversion technologies. Discussion followed.
- 9. CORRESPONDENCE**
- 9.1 Letter to Town Clerk from ROV dated 3/4/16**
- 9.2 Pro-Act Prescription Savings for Columbia**

10. BUDGET:

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

TRAN # / AMOUNT	FROM A/C #, DESCRIPTION	TO A/C #, DESCRIPTION
2016-018 / \$10,000	10-4410-600, DPW Rep/Maint	20-6205-002, DPW Transfer Station Equipment.

R. Bogue WITHDREW the MOTION.

R. Bogue MOVED to approve the following transfer:

TRAN # / AMOUNT	FROM A/C #, DESCRIPTION	TO A/C #, DESCRIPTION
2016-018 / \$9,950	10-4410-600, DPW Rep/Maint	20-6205-002, DPW Transfer Station Equipment.

MOTION FAILED 2:3:0 with R. Bogue and R. Hellstrom in favor and C. Vance, S. Everett and W. O'Brien opposed.

R. Bogue MOVED to approve the following transfers:

TRAN #/AMOUNT	FROM A/C #, DESCRIPTION	TO A/C #, DESCRIPTION
2016-019 / \$35	30-4360-500, Animal Control Prof/Tech	30-4360-710, Animal Control Professional Development
2016-020 / \$475	10-4410-011, DPW Salaries OT	10-4410-710, DPW Professional Development

MOTION CARRIED 5:0.

R. Bogue MOVED to approve the following transfer:

TRAN #/AMOUNT	FROM A/C #, DESCRIPTION	TO A/C #, DESCRIPTION
2016-021 / \$3,700	10-4136-010, Finance Salaries	10-4640-010, Beach Service Salaries

S. Everett questioned whether or not it will be open on Memorial Day. N. Nau stated yes, it will be open weekends only from Memorial Day until when Horace W. Porter School gets out. The transfer mainly reflects the salaries for the lifeguards and Aquatics Director for those additional days and hours.

Discussion took place regarding the schedule for the upcoming beach season and lifeguard training and salaries. N. Nau explained that lifeguards require certain certifications and that they are paid to attend the necessary training. MOTION CARRIED 5:0.

S. Everett MOVED to approve the following transfer:

TRAN #/AMOUNT	FROM A/C #, DESCRIPTION	TO A/C #, DESCRIPTION
2016-022 / \$8,340	10-4136-010, Finance Salaries	10-4670-010, Rec Department Salaries

MOTION CARRIED 5:0.

C. Vance MOVED to approve the following transfer:

TRAN #/AMOUNT	FROM A/C #, DESCRIPTION	TO A/C #, DESCRIPTION
2016-023 / \$270	10-4132-300, Assessor Supplies	10-4132-110, Assessor Postage

MOTION CARRIED 5:0.

S. Everett MOVED to approve the following transfer:

TRAN #/AMOUNT	FROM A/C #, DESCRIPTION	TO A/C #, DESCRIPTION
2016-024 / \$1,189	10-4112-040, Admin Group Insurance	10-4112-460, Admin Commercial Insurance

MOTION CARRIED 5:0.

R. Bogue MOVED to approve the following transfer:

TRAN #/AMOUNT	FROM A/C #, DESCRIPTION	TO A/C #, DESCRIPTION
2016-025 / \$366	10-4112-040, Admin Group Insurance	10-4320-030, Fire Fighting and Emergency Workers Comp

MOTION CARRIED 5:0.

TRAN #/AMOUNT	FROM A/C #, DESCRIPTION	TO A/C #, DESCRIPTION
2016-026 / \$4,250	10-4112-040, Admin Group Insurance	10-4113-500, IT Prof/Tech

MOTION CARRIED 5:0.

10.2 Refunds: C. Vance MOVED to approve the following refunds:

AMOUNT	FROM	TO
\$100	Town of Columbia	Lakeview Park West LLC #14 c/o Edward Riquier
\$72.62	Town of Columbia	Michael Ray

MOTION CARRIED 5:0.

11. APPROVE PAYMENT OF BILLS: C. Vance MOVED to approve the payment of bills in the amount of \$223,938.27 including emergency bills, regular bills, credit cards and paychex. MOTION CARRIED 5:0.

12. BOARD MEMBER COMMENTS: None.

13. EXECUTIVE SESSION:

13.1 Real estate per State Statutes Section 1-200(6)(D); Pending Litigation per State Statutes Section 1-200(6)(B); Personnel per State Statues Section 1-200(6)(A); C. Vance MOVED to enter into executive session at 8:08 pm with N. Nau and G. Murphy present. G. Murphy exited executive session at 8:25pm. N. Nau exited executive session at 8:39 pm. Executive session ended at 8:47 pm.

14. ADJOURNMENT: C. Vance MOVED to ADJOURN at 8:48 pm and the MOTION CARRIED UNANIMOUSLY.

The next meeting is scheduled for Tuesday, April 5, 2016 at 7 pm.

Respectfully submitted by Kimberly A. Bona