

Board of Selectmen
REGULAR MEETING
July 9, 2013 – 5:00 PM
Town Hall
AGENDA

1.0 Call to Order

2.0 Public Forum

3.0 Departmental Update

- 3.1 Assessor's Report
- 3.2 Discuss and act upon hiring Christine Dunnack for temporary, part-time clerical assistance during Revaluation.
- 3.3 Discuss and act upon purchasing a .gov domain for Town Website.

4.0 Correspondence

5.0 New Business

Discuss and act upon:

- 5.1 Opening bids and awarding contract for removal and replacement of underground fuel storage tank at the Fire Safety Complex.
- 5.2 Revised job description for the Finance Director.
- 5.3 Revised job description for the Financial Bookkeeper.
- 5.4 Revised hourly rate for the Accounting Specialist/Bookkeeper.
- 5.5 Job description for an Accounting Technician.
- 5.6 Hiring a part-time Accounting Technician.
- 5.7 Job description for a WPCA Clerk.
- 5.8 Hiring a part-time, temporary clerk to assist the WPCA with the sewer project.
- 5.9 Office layouts within Town Hall taking into account security recommendations and departmental needs.
- 5.10 Advertising the position of Public Works Director.
- 5.11 2013 road paving and chip-sealing schedule.
- 5.12 Traffic control measures on the Senior Center driveway.
- 5.13 Contribution to the Connecticut State Veterans Memorial.
- 5.14 Authorizing Resolution for the State of CT DOT Master Municipal Agreement for Construction Projects.

6.0 Old Business

Discuss and act upon:

- 6.1 Awarding the contract for janitorial services for Town buildings.
- 6.2 Final update on the Aspinall Pavilion.
- 6.3 The edited RFP for Investment Advisory and Custodial Services for Lebanon Endowment and Donation Funds.
- 6.4 Approving the FOIA Policy for the Town of Lebanon.

7.0 Minutes

Discuss and act upon:

- 7.1 Approving the minutes from the June 4, 2013 Regular meeting.
- 7.2 Approving the minutes from the June 17, 2013 Special meeting.
- 7.3 Approving the minutes from the June 24, 2013 Special meeting.
- 7.4 Approving the minutes from the June 25, 2013 Special meeting.

8.0 Discuss and act upon: Review and Recommendations from Town Treasurer

9.0 Police Report

9.1 Review activity reports from May and June

10.0 Resignations

Discuss and act upon:

10.1 Resignation from the Charter Study Committee

10.2 Resignation from the Economic Development Commission

10.3 Resignation from the WPCA

11.0 Appointments

Discuss and act upon:

11.1 An appointment to the Town Garage Committee

11.2 An appointment to the Rails to Trails Committee

11.3 An appointment to the Board of Finance to fill the alternate vacancy.

11.4 An appointment to the Public Works Facility Study Committee.

12.0 Reappointments

Discuss and act upon:

12.1

13.0 Discuss and act upon Tax Refunds for June 2013

14.0 Financial Reports

15.0 Adjournment

Respectfully Submitted,



Joyce R. Okonuk, First Selectman