

**Board of Selectmen  
REGULAR MEETING  
October 1, 2019 — 6:00 PM  
TOWN HALL  
MINUTES**

**Members Present:** First Selectman Betsy Petrie, Selectmen Glen Coutu and John Bendoraitis

**Others Present:** Catherine Marion of Waller, Smith, and Palmer; Highway Foreman Jay Tuttle;  
Administrative Assistant Bernard Dennler

**1.0 Call to Order**

First Selectman B. Petrie called the meeting to order at 6:00 PM.

*B. Petrie MOVED to enter Executive Session and to invite attorney Catherine Marion of Waller, Smith, and Palmer to participate by phone. J. Bendoraitis SECONDED.*

MOTION CARRIED 3:0:0

**2.0 Executive Session**

**2.1 Executive Session per State Statutes Section 1-200(6)(B): Discussion Regarding Lebanon Green Litigation**

The Selectmen returned to public session at 6:15 PM with no action taken.

*B. Petrie MOVED to enter Executive Session and to invite attorney Catherine Marion of Waller, Smith, and Palmer to participate by phone. J. Bendoraitis SECONDED.*

MOTION CARRIED 3:0:0

**3.0 Executive Session**

**3.1 Executive Session per State Statutes Section 1-200(6)(B): Discussion Regarding Sale of Town-owned Building**

The Selectmen returned to public session at 6:33 PM with no action taken.

**4.0 Public Forum**

There was no public forum.

**5.0 Correspondence**

**5.1 Monthly letter from Troop K**

The letter had not yet been received due to the meeting taking place on the first of the month.

**5.2 Police activity report**

The Selectmen reviewed the report.

**6.0 Financials**

**6.1 Monthly budget reports**

The monthly reports were not yet available.

## **7.0 Consent Agenda**

*A Consent Agenda is presented by the Chair at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up immediately after the consent agenda or placed later on the agenda at the discretion of the assembly*

## **7.1 Resignations**

Acknowledge or accept the following:

- a. Resignation of Candice Brashears as Museum Director for the Jonathan Trumbull Jr. House Museum, effective October 14, 2019

## **7.2 Appointments**

Appoint the following:

- a. Re-appointment of Mark Waters as Deputy Fire Marshal, term to expire 10/01/2020

## **7.3 Proclamations**

Approve the following:

- a. Proclamation recognizing Ethan Dodge for his service and achievement in becoming an Eagle Scout

## **7.4 Approval of Minutes**

Approve the following minutes:

- a. Minutes from September 10, 2019 Regular Meeting
- b. Minutes from September 10, 2019 Special Meeting (5:00 PM)
- c. Minutes from September 17, 2019 Special Meeting
- d. Minutes from September 19, 2019 Special Meeting

## **7.5 Approval of Tax Refunds**

Keedy G S	40.28
Waskiewicz Larry B	110.54
Gauvin Bernard J Jr	40.00
Montany Mary L	59.13
Wells John P	60.33
Zerio James R	137.89
Zerio Kris M	
Irizarry Cheryl M	139.12
Tellier Raymond A Jr	10.64
Fontaine Tamre L	.90
Fontaine Gregory C	
Telesco Donald W	15.46
Buckie Walter R	2.20
Collins Jarrod A	249.31
Clement James	14.87

Langlois Darren A	36.75
Truscio James W	19.58
Truscio Linda J	
Viele Joseph C	25.43
Viele Lisa M	
Pankowski Matthew T	77.65
Mello James J	21.87
Stearns Ethan K	38.13
Damble Beth D	15.20
Damble Timothy G	
VW Credit Leasing Ltd	345.92
Toyota Lease Trust	179.10
Perkins George D	78.79
Perkins George D	25.79
Perkins George D	75.26
Perkins George D	14.70
Gendron Harold R Jr	261.37
Gendron Andrea M	
JP Morgan Chase Bank NA	432.71
Lis, Diane C	11.73
Ouellette Stephanie M	37.63
Ferreira Paul D	51.74
Nissan Infiniti Ltd	400.43
Nissan Infiniti Ltd	387.49
Nissan Infiniti Ltd	137.27
Nissan Infiniti Ltd	160.41

## **7.6 Approval of a job description for the position of Senior Accountant/Analyst**

*B. Petrie MOVED to accept the Consent Agenda as presented. J. Bendoraitis SECONDED.*  
MOTION CARRIED 3:0:0

*B. Petrie MOVED to add “Discuss and Act Upon Winter Sand Contract” and “Discuss and Act Upon Proposed Purchase of Grader” as items 8.4 and 8.5 and to adjourn the order of agenda to take up these items at this time. J. Bendoraitis SECONDED.*  
MOTION CARRIED 3:0:0

## **8.0 New Business**

**Discuss and act upon:**

### **8.1 Hiring of Kevin Slonski as a School Resource Officer, effective on or before December 2, 2019 pending satisfactory completion of necessary pre-employment procedures**

B. Petrie said a conditional offer had been made to Kevin Slonski after interviews.

*B. Petrie MOVED to hire Kevin Slonski as a School Resource Officer at an hourly rate of \$31.62, effective on or before December 2, 2019, pending satisfactory completion of all pre-employment procedures.*

MOTION CARRIED 3:0:0

**8.2 Hiring of Vallerie Belles as Senior Accountant/Analyst effective October 15, 2019**

B. Petrie said that following personnel interviews that they had a strong candidate for the new position.

*B. Petrie MOVED to hire Vallerie Belles as Senior Accountant/Analyst effective October 15, 2019 with a salary of \$73,000.00 per year. J. Bendoraitis SECONDED.*

MOTION CARRIED 3:0:0

**8.3 October 28, 2019 Special Town Meeting**

The Selectmen reviewed documents related to the proposed utility field project. They agreed to meet again for the purposes of calling a special town meeting for October 28.

NO ACTION TAKEN

**8.4 Winter Sand Contract**

J. Tuttle said he had verbal offers from two suppliers for sand. Adelman was offering \$17.33 per ton while Haines offered \$15 per ton. J. Bendoraitis asked how much they expect to order for the winter season. J. Tuttle estimated 2,000 tons and recommended they go with Haines.

*J. Bendoraitis MOVED to approve a contract for winter sand supply with Haines Materials for \$15 per ton. B. Petrie SECONDED.*

MOTION CARRIED 3:0:0

**8.5 Proposed Purchase of Grader**

J. Tuttle told the Selectmen he was looking at options to purchase a grader but knows the Selectmen are not inclined to purchase new equipment at this time because they support a rental model. He told them he was looking at a 1995 John Deere for \$39,995.

J. Bendoraitis said they need to give time for the rental approach to work. There are funds available in TIP to cover the cost of renting the same equipment as it is needed. He said the rental approach is still too new to walk away from. J. Tuttle said he feels the department is losing too much time and money on rentals. B. Petrie said she appreciates that J. Tuttle is advocating for what he feels are the needs of the department, but she did not agree that the purchase would be a good investment for the town at this time when the funds are available to pay for the rental equipment.

NO ACTION TAKEN

**9.0 Old Business**

**Discuss and act upon:**

**9.1 FEMA update**

B. Dennler said FEMA had received all requested documents from Brandon Handfield and the bridge projects had been sent to review for updated cost estimates based on the town's request for a revised scope of work to meet applicable codes and standards.

NO ACTION TAKEN

**9.2 Authorize Senior Center director to sign FTA/CTDOT grant for Section 5310 program**

B. Petrie said the grant pays for up to 80 percent of the cost of a new handicap accessible van for the Senior Van program.

*G. Coutu MOVED to authorize the Senior Center director to sign the FTA/CTDOT grant for the Section 5310 program. J. Bendoraitis SECONDED.*

MOTION CARRIED 3:0:0

**9.3 Authorize up to \$1300 from TIP to Halleigh Electrical for Fire Marshal compliance work at the DPW garage**

B. Petrie said the work had been previously discussed and performed but that the Board had never specifically authorized the TIP funding.

*J. Bendoraitis MOVED to authorize up to \$1300 from TIP to Halleigh Electric and Construction LLC for work performed at the Department of Public Works garage per recommendations by Fire Marshal. G. Coutu SECONDED.*

MOTION CARRIED 3:0:0

**9.4 Miscellaneous repairs at the Senior Center**

B. Petrie said there were additional repairs, including the installation of pull stations at the Senior Center and new fire extinguishers at both the Senior Center and Town Hall, that needed to be made following the Fire Marshal inspections.

*B. Petrie MOVED to authorize up to \$1380 to Fire Alarm Specialty Design for miscellaneous repairs at the Senior Center and Town Hall. G. Coutu SECONDED.*

MOTION CARRIED 3:0:0

**9.5 Contracts from Fire Alarm Specialty Design for Fire Marshal compliance service at Town-owned buildings**

B. Petrie said the town is required to perform annual testing and service for fire alarms but this has not been done in years. She said it appears to have been cut from the budgets several years ago and needs to be reinstated. She presented contracts for service from FASD for service at the Town Hall, Community Center, Fire Safety Complex, Senior Center, Public Works Garage, Transfer Station, and Jonathan Trumbull Library. They are three-year contracts, but she said if the library construction begins the library contract will be suspended.

*B. Petrie MOVED to authorize the First Selectman to sign a contract with Fire Alarm Specialty Design for inspection, testing, and service necessary for fire alarms and related equipment at Town-owned buildings and to authorize funding up to \$5050 from TIP to cover the cost of service for the current budget year. J. Bendoraitis SECONDED.*

MOTION CARRIED 3:0:0

**10.0 Adjourn**

*B. Petrie MOVED to adjourn the meeting at 6:57 PM. G. Coutu SECONDED.*

MOTION CARRIED 3:0:0

Respectfully submitted,

Bernard W. Dennler III  
Administrative Assistant

*Please see the minutes of future meetings for any corrections hereto.*