

Board of Selectmen
REGULAR MEETING
May 6, 2014 – 4:00 PM
Town Hall
MINUTES

- 1.0 First Selectman Joyce Okonuk called the meeting to order at 4:02 p.m. Selectmen John Bendoraitis and Linda Finelli and Administrative Assistant Patti Handy were also present. Audience: 9 including Town Treasurer James Forrest.
- 2.0 **Public Forum** - None
- 3.0 **Correspondence** - None
- 4.0 **Discuss and act upon Report and Recommendations from the Treasurer**
The Selectmen and Forrest reviewed the procedures for purchasing bonds under the direction of the Town's investment advisor, Bill Alleman of Edward Jones. The Selectmen reiterated to Forrest that if Alleman identifies a bond purchase that is within the required specifications then Forrest can direct Alleman to make the purchase without additional approval of the Selectmen, if the overall bond purchase had been previously approved. If Alleman contacts Forrest with an advisement that falls outside of the specifications and it is time-sensitive, then Forrest is to request that the Selectmen call a special meeting; if it is not time-sensitive, then Forrest is to bring it to the next regular Selectmen's meeting for discussion and approval. At the time of this meeting, there were no purchases that required approval.
- 5.0 **Departmental Update** – None
- 6.0 **New Business**
- 6.1 Chris Fabry, a P.E. teacher at Lyman Memorial High School and the Lebanon Middle School presented a request to hold a first Annual Children's Triathlon on the Lebanon Town Green on September 6, 2014 for children in grades 4 -8. The event will be organized by Fabry and Diane Ayer, also a teacher at Lyman as well as Chris Konow who is currently a senior at Lyman and a swim instructor at the Lebanon pool. This annual event will be a fund-raiser for the LMHS Basketball Team and the Yearbook Club. Fabry presented a detailed plan that the Selectmen supported. Fabry was directed to work closely with the Police Department and Fire Department in coordinating this event. **Motion made by Finelli/Bendoraitis to approve the request by Chris Fabry to hold the First Annual Children's Triathlon on the Lebanon Town Green on September 6, 2014. Vote: Yes, unanimous.**
- 6.2 Okonuk explained to the Board that over the winter the pipes froze in the Jonathan Trumbull Junior House ell due to a furnace problem. An estimate was received from Feliciano Plumbing for the repairs which ranged from \$750 to \$1,200 depending upon the extent of the damage and work required. Okonuk also had the town handyman, John Dudek, review the damage and provide his assessment. Mr. Dudek said that he could do a complete repair for under \$500. **Motion made by Okonuk/Finelli to authorize up to \$500 for repairs/replacement of pipes and pipe fittings to the plumbing in the Jonathan Trumbull Junior House, work to be done by John Dudek, funds to come from the Jonathan Trumbull Junior House endowment fund, account 215-015-5820. Vote: Yes, unanimous.**

6.3 Senior Center Coordinator Darcy Battye was present to request approval for the installation of an automatic door opening system within the Lebanon Senior Center, in the doorway between the reception area and the dining room. Bendoraitis recused himself from the discussion. Battye obtained a quote from Stanley Access Technologies in the amount of \$4,375.00 for the purchase and installation of the automatic door opening system, and another quote from Nichols Electric for \$1,100.00 for the electrical connections. As Stanley Access is the most reliable distributor of these systems in the area, the Selectmen agreed to waive the competitive bidding requirements and recommend the project to the Board of Finance for approval. **Motion made by Okonuk/Finelli to waive the competitive bidding requirements for the quote from Stanley Access Technologies due to the specialized nature of the door and the need for it to operate safely for Seniors and disabled persons. Vote: Yes (2) Okonuk/Finelli, Abstain (1) Bendoraitis. Motion carries.**

Motion made by Okonuk/Finelli to award the contract for the purchase and installation of an automatic door opening system at the Lebanon Senior Center to Stanley Access Technologies in the amount of \$4,375.00, and the contract for the electrical connection of the system to Nichols Electric in the amount of \$1,100.00, for a total cost of \$5,475.00, funds to come from TIP, and to recommend the approval of same to the Board of Finance. Vote: Yes (2) Okonuk/Finelli, Abstain (1) Bendoraitis. Motion carries.

6.4 Alicia Wayland was present to recommend rehiring Richard Chabot to provide cleaning services for the Jonathan Trumbull Jr. House for the 2014 season. **Motion made by Okonuk/Finelli to approve the rehiring of Richard Chabot to provide cleaning services for the Jonathan Trumbull Jr. House for the 2014 season in the amount of \$570.00, funds to come from the Jonathan Trumbull Jr. House Endowment Fund. Vote: Yes unanimous.**

6.5 Sandra Tremblay, Recreation Coordinator and Enes Martineau, Chairman of the Recreation Commission, were present to request permission to go out to bid for lawn mowing and field maintenance of the Recreation Fields for the 2014 season. **Motion made by Bendoraitis/Finelli to approve the request to go out to bid for lawn mowing and field maintenance at the Aspinall Recreation Area and Tyler Field Complex for the 2014 season. Vote: Yes, unanimous.**

6.6 Joe Russo presented a request from the Lebanon CT Little League to host a fundraiser for proposed lighting at the Aspinall Recreation Area baseball field. Although the Recreation Commission approved that the request be brought to the Board of Selectmen at their March 24, 2014, Nick Poppiti, a member of the Lebanon Recreation Commission was present to express his opposition to this proposal. The Selectmen heard from both sides as to the pros and cons of lighting at the ball field. Among their concerns were the cost of operation and maintenance after installation, which Russo said the Little League would be responsible for, as well as the effect of these lights on neighboring residents; Bendoraitis also voiced his concern for additional light pollution in general. Finelli added that if this project was eventually approved the field use should be extended to girls softball as well as baseball as a matter of equality. All agreed. The Selectmen suggested that the Little League should contact a lighting consultant and get an estimate for not only the cost, but for the number and type of lights that would be needed to light the field. The Selectmen also reminded Russo that the Little League will need to complete applications in the Land Use Department including but not limited to an application to Planning and Zoning Commission. The Selectmen recommended Russo return when a more detailed plan is available for the Selectmen to review. No action.

6.7 Tremblay presented a request to hire the staff and lifeguards for the Town Pool for the 2014 season. **Motion made by Okonuk/Finelli to hire pool staff at the June 2014 hourly rates as follows: One (1) Aquatic Director @ \$15.06/hr., Four (4) Lifeguards @ \$10.32/hr., Two (2) Water Safety Instructors @ \$11.31/hr. as recommended by the Recreation Commission. Vote: Yes, unanimous.**

6.8 The Tax Collector was not available to present the Suspension list. No action.

6.9 The Town Planner was not available to discuss the application to CT DOT for Scenic Road designation of Route 87 and 207. No action.

6.10 Motion made by Finelli/Okonuk to advertize for the replacement of two hanging heaters in the FSC apparatus bay, funds to come from TIP as recommended by the Board of Finance. Vote: Yes, unanimous.

6.11 The Selectmen's Office has worked with the Walker Group to identify 11 old computers which are currently running Microsoft Windows XP which is no longer supported by Microsoft. These computers are presently functioning but they are not viable for upgrades of the software and will need to be replaced eventually. A quote of \$643.00 for a replacement computer has been received from the Ergonomic Group, the government purchasing agent used by the Town. The Selectmen agreed to replace two units at a time until they are all updated. **Motion made by Okonuk/Finelli to authorize up to \$1,300.00 for the purchase of two HP Elite Desk 800 G1 Small Form Factor computers from the Ergonomic Group, funds to come from TIP. Vote: Yes, unanimous.**

6.12 Director of Public Works, Brandon Handfield, has requested permission to purchase a new laser printer and Adobe software for the Public Works Garage to facilitate record keeping. **Motion made by Finelli/Okonuk to authorize up to \$500 for the purchase of a laser printer and Adobe software for the Public Works Garage. Vote: Yes, unanimous.**

7.0 Minutes

7.1 Motion made by Okonuk/Finelli to approve the minutes from the April 1, 2014 Regular meeting. Vote: Yes, unanimous.

7.2 Motion made by Okonuk/Bendoraitis to approve the minutes from the April 8, 2014 Special meeting with the heading amended to read "minutes" rather than "agenda." Vote: yes, unanimous.

7.3 Motion made by Okonuk/Finelli to approve the minutes from the April 11, 2014 Special meeting. Vote: Yes (2), Okonuk/Finelli, Abstain (1) Bendoraitis. Motion carries.

7.4 Motion made by Bendoraitis/Finelli to approve the minutes from the April 17, 2014 Special meeting. Vote: Yes, unanimous.

7.5 Motion made by Okonuk/Bendoraitis to approve the minutes from the April 21, 2014 Special meeting. Vote: Yes (2), Okonuk/Bendoraitis, Abstain (1) Finelli. Motion carries.

7.6 Motion made by Finelli/Bendoraitis to approve the minutes from the April 28, 2014 – 9:30 a.m. Special meeting. Vote: Yes, unanimous.

7.7 Motion made by Okonuk/Finelli to approve the minutes from the April 28, 2014 – 12:00 p.m. Special meeting. Vote: Yes, unanimous.

8.0 Old Business

- 8.1 Okonuk handed out packets of information to the other Selectmen regarding the recent court decision re: the status of Perry Road for their review. She asked that they review material carefully as it will be discussed at a future meeting in response to a request from a property owner. No action.

Motion made by Okonuk/Finelli to add Item 8.2 to the Agenda: Discuss and act upon endowment funds for the Town. Vote: Yes, unanimous.

8.2 Bendoraitis has researched documents in the vault relating to the history of endowments to the Town. He reported that he found no information that would restrict combining separate endowments into one fund account. He searched minutes from 1960 -1993 and found no evidence that Hugh Trumbull Adams indicated how funds were to be managed. Bendoraitis suggested that the realignment of the current portfolios could be beneficial allowing the town to purchase bonds with higher yields and to pass lower transaction fees at the same time. Currently there are three portfolios that support three separate buildings: The Community Center, the Trumbull Library and the Jonathan Trumbull Jr. House Museum. Bendoraitis recommended combining the portfolios and dividing them equally among the three buildings; Finelli strongly disagreed with this suggestion. Okonuk suggested she contact the former investment advisor at Merrill Lynch in NYC, Stephen Mandell, to see if he has anything written or can recall specific policy direction from the years in which he managed the trusts with Hugh Adams. No action.

9.0 Resignations

- 9.1 **Motion made by Okonuk/Finelli to accept the resignations of Susan Brett Davis and David Kotomski from the Charter Commission. Vote: Yes, unanimous.**

9.2 Appointments

Motion made by Okonuk/Bendoraitis to appoint Linda Finelli to the Summer Dance Fest Committee, term to expire on 01/08/2015. Vote: Yes, unanimous.

10.0 Reappointments

- 10.1 **Motion made by Okonuk/Finelli to reappoint Dave Martin to the WPCA as recommended by the WPCA, term to expire on 5/1/2017. Vote: Yes, unanimous.** It was noted that Al Wilder was also recommended for reappointment but he declined reappointed due to time constraints. The Selectmen expressed their sincere appreciation for Wilder's contribution to the Board.

11.0 Police Report – The Selectmen reviewed the monthly report as supplied by the Resident State Trooper and noted the increase in citations.

12.0 Motion made by Okonuk/Finelli to approve the Tax Refunds for 2014 as presented. Vote: Yes, unanimous. (SEE ATTACHED).

13.0 Financial Reports – Selectmen reviewed and Okonuk noted some line item adjustments.

14.0 Motion made by Finelli/Okonuk to adjourn the meeting at 6:05 p.m. Vote: Yes, unanimous.

Respectfully Submitted,



Joyce R. Okonuk, First Selectman

Tax Refunds for April 2014	Amount
Estanislau, Carminda O.	\$328.50
Palmer, T. Allan & Janice A	\$20.00
Thiva, Richard J.	\$113.05
Chesbro, Michael R. & Linda M.	\$379.58
Powell, John O. & Linda J.	\$1,988.12
Choquette, Arthur O.	\$11.71
Hackett, Cheyenne	\$6.22
Brauch, William C.	\$21.51
Sullivan, Sheila W. or Sullivan, David J.	\$37.29
Hackney, Everett M.	\$110.42
Shanks, Bruce A.	\$78.87
Lis, Mark F.	\$4.06
Culpin, Joan C. or Culpin, Danielle J.	\$17.92
Meraviglia, Bruce J and Meraviglia, Beth	\$64.25
Ostrager, Barry	\$2,101.89
Ostrager, Barry R.	\$686.17
Lineberry, Francis L. III, Lineberry, Carolyn S.	\$11.71
Ostrager, Barry R.	\$785.36
Ostrager, Barry R.	\$759.90
Honda Lease Trust	\$179.73
Chowanec Well	\$24.21
Branca, Heather A. or Alva-Ferrando, Jorge	\$22.28
Hancock, William I. & Barbara	\$527.86
Coutu, Glen M.	\$30.59
Montany, Betty L.	\$104.68
Kallenberger, Donna	\$328.50
Sylvester, Zachary T. JNT Sylvester, Karen L.	\$11.24
Berube, Thomas W. or Berube, Helen L.	\$4.54
Craemer, Rosemary M.	\$5.98
Strielkauskas, Barbara R	\$8.36
Strielkauskas, Paul L.	\$52.58
Pelletier, Paul J. and Christine S.	\$80.78
Pelletier, Paul J. or Pelletier, C.S.	\$26.77
Morgan, Katrina K. or Morgan, David W.	\$13.38
Russo, Roland ET AL	\$4.02
Oechsler, James J.	\$120.93
Anderson, David A.	\$12.67
Insalaco, Anthony R. or Insalaco, Maria T.	\$16.25
Pudlo, Leo E. or Pudlo, Dolores, M.	\$71.94
Stokes, David K.	\$17.23
Lefebvre, Richard	\$96.56
Lefebvre, Richard E. or Lefebvre L P Trust	\$35.14
Jendrzewski, Steve	\$15.77
Jendrzewski, Mary B. or Jendrzewski, Steve	\$43.02
Haley, John R II or Haley, Judith M.	\$34.35
Kvasnik, Carrie A. JNT Ray, Donald J. Jr.	\$143.76
Seidl, Andrew E. Trust	\$436.90
Burns, James A.	\$108.28
Liebman, Florence	\$10.00
Hunt, Karen	\$6.21
McGrath, Nina &	\$1,781.99
Dolan, Dennis F. & Deborah A.	\$12.24
Caron, Diane E.	\$97.03
Ingves, Martha L. or Ingves, Kent T.	\$7.89
Zenowitz, Birdie S.	\$186.18
Schmidt, Bruce R.	\$13.62
Tremblay, Fernand A Jr.	\$328.50
Ostrager, Glenn	\$328.50
Ostrager, Glenn	\$328.50
Schernau, Linda V.	\$32.02
Schernau, Linda V.	\$8.37
Toyota Motor Credit Corp	\$77.91
Toyota Motor Credit Corp	\$175.18