

Board of Selectmen  
**REGULAR MEETING**  
April 1, 2014 – 4:00 PM  
Town Hall  
**MINUTES**

**1.0** Selectman Linda Finelli called the meeting to order at 4:04 p.m. Selectman John Bendoraitis and Administrative Assistant Patti Handy were also present; First Selectman Joyce Okonuk joined the meeting at 4:10 p.m. Audience: 3.

**2.0** Executive Session (SEE BELOW)

**3.0** Public Forum – NONE

**4.0** Correspondence – NONE

**Motion made by Finelli/Bendoraitis to adjourn the order of the agenda and take up the items under 9.0 Minutes. Vote: Yes, unanimous.**

**9.1** Motion made by Finelli/Bendoraitis to approve the minutes from the March 4, 2014 Regular meeting, amended as follows: Under Item 4.2 please add that “*Additional discussion took place regarding the need for a Special Meeting between the Selectmen, the Recreation Department and Soccer Club to discuss field maintenance.*” Also, under Item 4.7, strike the last sentence “(SEE ATTACHED)” as the ordinance is not attached; also to correct a typo in Item 4.8 the second sentence in that paragraph should read: “*With the town’s purchase and subsequent replacement of the Lake Williams Dam in the early 1990’s, the Board had fallen inactive at that time but due to the Lake Williams Dam Project, Selectmen reappointed members to the FECB to oversee the project.*” And in Item 7.0 the word “*requeseted*” should be “*requested.*” Vote: Yes, unanimous.

**9.2** Motion made by Bendoraitis/Finelli to approve the minutes from the March 11, 2014 Special meeting, amended as follows: In item 2.0 the second sentence should read “Paul Brennan of Savol Pools stated that the pool was built in the early 1970’s and should last, on average, 50-60 years...” Vote: Yes, unanimous.

**9.3** Motion made by Bendoraitis/Okonuk to approve the minutes from the March 27, 2014 Special meeting. Vote: Yes (2) Bendoraitis/Okonuk, Abstain (1) Finelli. Motion carries.

**Motion made by Okonuk/Finelli to adjourn the order of the agenda and take up item 5.1 next. Vote: Yes, unanimous.**

**5.1** Town Treasurer James Forrest joined the meeting to review endowment fund activity and to discuss the procedure for handling the endowment funds now that the Town has hired Edward Jones as an investment advisor. By statute the Treasurer is the only person authorized to sign off on investment purchases and sales. The Selectmen and the Treasurer discussed inter-office procedures; all correspondence received will be held in the Finance Office. A special meeting with the Selectmen and the Treasurer will be held next week to work out the details of the process and to create procedures. No action.

**Motion made by Okonuk/Finelli to adjourn the order of the agenda and take up item 2.0 next. Vote: Yes, unanimous.**

**2.0** Motion made by Finelli/Bendoraitis to enter into Executive Session at 4:47 p.m for the purpose of discussing land negotiations and easement negotiations. Vote: Yes, unanimous. Town Planner Phil Chester was invited to stay.

**The Selectmen returned to Regular Session at 5:07 p.m.**

**5.0** Review and Recommendations from the Town Treasurer

**5.1** (SEE ABOVE)

**6.0**     **New Business**

**6.1**     Motion made by Bendoraitis/Finelli to authorize up to \$8,000.00 for appraisals for the preservation of the Oweneco Farm, funds to come from Open Space. Vote: Yes, unanimous.

**6.2**     Motion made by Finelli/Bendoraitis to authorize the First Selectman to sign the Memorandum of Agreement to accept a \$2,995.00 grant from the Department of Agriculture's CT Grown Joint Venture Grant Program for the Lebanon Farmer's Market and to recommend the same to the Board of Finance. Vote: Yes, unanimous.

**6.3**     Motion made by Bendoraitis/Finelli to authorize the First Selectman to accept a \$15,000.00 grant from the Department of Agriculture Ag Viability Grant Program to promote the preservation and growth of Lebanon's agriculture and to recommend the same to the Board of Finance. Vote: Yes, unanimous.

**6.4**     No action required as this was part of item 6.3.

**6.5**     Motion made by Finelli/Bendoraitis to sign a Resolution authorizing the First Selectman to enter into an agreement with the CT Department of Emergency Services and Public Protection (formerly DEMHS) for FY 2013. Vote: Yes, unanimous.

**6.6**     Motion made by Finelli/Bendoraitis to authorize the purchase of a replacement printer and micro toner cartridge for the Finance Office in the total amount of \$307.20, funds to come from TIP Account #208-00-620-6200. Vote: Yes, unanimous.

Motion made by Okonuk/Finelli to add Item 6.7 to the agenda: Discuss and act upon authorizing the First Selectman to sign a Purchase and Sale Agreement for one (1) acre of land owned by Edward D. Keefe located at 903 Exeter Road, for the sum of one-hundred thousand dollars (\$100,000.00). Vote: yes, unanimous.

**6.7**     Motion made by Finelli/Bendoraitis to authorize the First Selectman to sign a purchase and sale agreement for one (1) acre of land owned by Edward D. Keefe located at 903 Exeter Road, for the sum of one-hundred thousand dollars (\$100,000.00) and to bring the contract to the Board of Finance for seeking their recommendation to add to the agenda of the annual Town Meeting. Vote: Yes, unanimous.

**7.0**     **Police Report** – The Selectmen reviewed the monthly activity report as provided by the Resident State Trooper. A question was raised regarding the number of untimely deaths on the report; Handy will contact Trooper Konow and report back to the Selectmen.

**8.0**     **Old Business**

**8.1**     Bendoraitis has revised the Town's Computer, Email and Internet Usage Policy based on suggestions made by the other Selectmen and made other "clean-up" edits as well; the Selectmen discussed and reviewed the changes. **Motion made by Okonuk/Finelli to approve the revised Computer, Email and Internet Usage Policy and distribute to all employees. Vote: Yes, unanimous.**

**9.0**     **Minutes**  
(SEE ABOVE)

**10.0**    **Resignations**

**10.1**    Motion made by Bendoraitis/Finelli to accept the resignation of Brandon Handfield from the WPCA effective March 27, 2014. Vote: Yes, unanimous. Handfield has been a member of the WPCA since the beginning and has been a tremendous asset to the Board throughout the process of installing the sewer system. The Selectmen all expressed their gratitude for his dedicated service and commitment to the Town.

**11.0 Reappointments**

**11.1** No action at this time.

**Motion made by Okonuk/Finelli to add Item 11.2 to the agenda: Discuss and act upon the reappointment of the Tree Warden. Vote: Yes, unanimous.**

**11.2 Motion made by Bendoraitis/Finelli to rescind the motion under Item 13.1 from the February 4, 2014 Regular meeting appointing Joan Nichols as Tree Warden and Howard Wayland as Assistant Tree Warden. Vote: Yes, unanimous.** Upon further consideration by Wayland he has decided that he does not wish to be reappointed as Assistant Tree Warden as he does not see the need for an Assistant.  
**Motion made by Bendoraitis/Finelli to reappoint Joan Nichols as Tree Warden for one year, term to end on 2/1/2015. Vote: Yes, unanimous.**

**12.0 No Tax Refunds were presented for March 2014.**

**13.0 Financial Reports – No action.**

**14.0 Motion made by Bendoraitis/Finelli to adjourn the meeting at 5:35 p.m. Vote: Yes, unanimous.**

Respectfully Submitted,

A handwritten signature in black ink that reads "Joyce R. Okonuk". The signature is written in a cursive, flowing style.

Joyce R. Okonuk, First Selectman