

Board of Selectmen
REGULAR MEETING
April 3, 2012 – 5:00 PM
Town Hall

MINUTES

1.0 First Selectman Joyce Okonuk called the meeting to order at 5:00 p.m. Selectmen John Bendoraitis and Linda Finelli, and Administrative Assistant Patti Handy were also present. Audience: 2

2.0 **Executive Session**

2.1 Selectmen entered into Executive Session at 5:01 p.m. to discuss property negotiations for potential LVFD substation. Also invited into the session were Todd Kulman, member of the LVFD, Mark Elliott, President of the LVFD and Patti Handy.

The Selectmen returned to Regular Session at 5:25 p.m. No action.

2.2 No action.

Motion made by Okonuk, seconded by Finelli to adjourn the order of the agenda and take up item 5.1 under old business. Vote: Yes, unanimous.

5.1 Mark Elliott, President of the LVFD was present to give an update on the Aspinall Property at 491 Exeter Road. He said that the building is still being used for vital training by the Town as well as other units including the National Guard. Elliott requested permission to continue using the building until the end of the calendar year when he would return to the Board with an update. The Selectmen agreed. Okonuk suggested that the LVFD put up a sign to inform residents of the ongoing use of the building, and Elliott said that he would do so.

Motion made by Okonuk, seconded by Finelli to add two items to the agenda: Item 5.2: Discuss and act upon waiving the bidding requirement for the window replacement at the Community Center and Item 5.3: Discuss and act upon waiving the bidding requirement for the window replacement at the Library. Vote: Yes, unanimous.

5.2 Motion made by Bendoraitis, seconded by Finelli to waive the bidding requirements for window replacement at the Community Center due to prior experience with the contractor Frank Martier who did an excellent job with the window replacement at the Town Hall. Vote: Yes, unanimous.

5.3 Motion made by Bendoraitis, seconded by Finelli to waive the bidding requirements for window replacement at the Jonathan Trumbull Library due to prior experience with the contractor Frank Martier who did an excellent job with the window replacement at the Town Hall. Vote: Yes, unanimous.

Motion made by Okonuk, seconded by Bendoraitis to return to the order of the agenda with Item 3.0. Vote: Yes, unanimous.

3.0 **Public Forum**
None

4.0 **Minutes**

4.1 Motion made by Finelli, seconded by Bendoraitis to approve the minutes from the February 21, 2012 Special Meeting. Vote: Yes, unanimous.

4.2 Motion made by Finelli, seconded by Bendoraitis to approve the minutes from the March 6, 2012 Regular Meeting, amended as follows: In Item 10 under Executive Session, the last sentence should read “Cemetery Commission Chairman, Howard Wayland (also a member of the Conservation Commission), Chairman of the Conservation Commission, Marc Lang and member Keith LaPorte (also a member of the Cemetery Commission), and Town Planner, Philip Chester and Tax Collector Joyce Hofmann were invited to attend.” Vote: Yes, unanimous.

4.3 Motion made by Bendoraitis, seconded by Finelli to approve the minutes from the March 12, 2012 Special Meeting. Vote: Yes, unanimous.

4.4 No action.

5.0 Old Business

5.1 (see above)

6.0 Correspondence

Okonuk read a letter of resignation from Claire Foltz, the Tax Assessor effective April 27, 2012. Foltz is relocating to Florida to join her soon to be husband. The Selectmen all expressed their congratulations and best wishes to Claire. Okonuk said that she has already begun the search for a new Assessor.

Okonuk also shared an invitation with the Selectmen to have a booth at the LCBA “Meet Our Town” Expo on April 21, 2012. They agreed to join Okonuk if schedules permit.

7.0 Police Report

None available at this time.

8.0 New Business

8.1 Tax Collector Joyce Hofmann joined the meeting at approximately 5:45 p.m. to discuss plans for renovations to the Tax Office. Hofmann explained that she would like to expand the counters and add a cash drawer. The Selectmen asked about the need for a new vault, and Hofmann agreed that a smaller unit would make more sense for the size of the office; she agreed to get pricing for a new vault. The Selectmen also suggested upgrading the electrical and data connections at the same time, as the electrical is inadequate for any additional computers. Hofmann will get estimates for this as well, and bring all the information back to a future meeting. No action.

8.2 Okonuk asked Hofmann for an update on the disposition of a ten-acre parcel of town-owned land at Frankel Acres. Hofmann verified through the Assessor that the property was acquired via a tax sale but it cannot be sold until action is taken at a Town Meeting. Okonuk suggested bringing this to the Annual Town Meeting; all agreed.

Motion made by Okonuk, seconded by Finelli to adjourn the order of the agenda and take up items 8.6 through 8.8 to accommodate a guest. Vote: Yes, unanimous.

8.6 Alicia Wayland was present to request that the cleaning contract for the Jonathan Trumbull Jr. House be renewed at the same price for the 2012 season. **Motion made by Okonuk, seconded by Finelli to renew the cleaning services contract with Richard Chabot for the Jonathan Trumbull Jr. House for the 2012 season for a total cost of \$450.00, funds to come from the Jonathan Trumbull Jr. House endowment fund. Vote: Yes, unanimous.**

8.7 Wayland also presented a Request for Proposal for refurbishing the Jonathan Trumbull Jr. House stone walkway. Wayland explained that although the walkway was redone about five years ago it was not done properly and has shifted and settled, and that funds were available through the Hugh Trumbull Adams Memorial Fund. The Selectmen reviewed the proposal that Wayland presented and agreed. **Motion made by Okonuk, seconded by Bendoraitis to authorize the Jonathan Trumbull Jr. House Board of Historical Preservation to advertise the Request for Proposal to reset the stones in the stone pathway at the Jonathan Trumbull Jr. House museum. Vote: Yes, unanimous.**

8.8 Wayland also gave the Selectmen an update on the Conditions Assessment of the Jonathan Trumbull Jr. House. The assessment, which was funded by a previous grant, had identified numerous major issues

with the museum, with an estimate of \$475,000 if everything identified was fixed. However, the most urgent concern of the Jonathan Trumbull Jr. House Board of Historical Preservation (the Board) is that the house be stabilized, and that the replacement of the rotted sills and removal of asbestos are the priorities. The Board plans to apply to the Foundation Endowment for funding to begin the repairs most needed. Okonuk said that she would like to see the restoration broken into phases over three to five years, and requested that the Board return to the Selectmen at a future meeting with a multi-phase plan; Wayland agreed. No action.

Motion made by Okonuk seconded by Finelli to resume the order of the agenda with Item 8.3. Vote: Yes, unanimous.

8.3 Tom Conley, Public Works Foreman was present to discuss the fuel system at the Public Works Garage. Conley explained that the current system is dependent upon an outdated computer system that was purchased in 2001. The system is DOS-based and converts to an old version of Windows. The system is no longer compatible with a new computer, which will be needed soon. He has gotten an estimate for a new system of \$10,000, and expressed the need that this be addressed before the system fails, because in the event of a failure there will be no means to track the usage of fuel. The Selectmen requested that Conley inquire about financing the new system and bring that information back to them at a future meeting; Conley agreed. No action.

8.4 (Finelli recused herself from this discussion so as to avoid a conflict of interest.) Conley was also present to discuss the paving associated with the Sewer Project at Amston Lake and to explain the current situation. Conley said that the WPCA plan does not include paving in its budget, although they believe that there will be sufficient funds left over to cover the expense. The problem is that the sewer project will not be completed until fall and will leave essentially dirt roads after all the work is completed. One option is to have the contractor for the sewers begin work on the paved roads with tie-ins first so that paving could commence during the summer months. This would require using the funds from the current paving budget, and is based the assumption that the WPCA will have funds available later on to repay the Town. Another option is that the Connecticut Water Company has also done work on the same roads to install a water line. Their contractor, B&L Paving, is ready to pave the roads according to contract, but they have offered instead a payment of \$18,530.00 in lieu of paving. Connecticut Water needs to close out their books on this job and request a decision as soon as possible. Conley and Brandon Handfield of Anchor Engineering have concurred that this amount is accurate compensation. The Board of Finance must decide where this payment will be applied. **Motion made by Okonuk, seconded by Bendoraitis to authorize the acceptance of a check in the amount of \$18,530.00 from Connecticut Water in lieu of paving. Vote: Yes, (2) Okonuk and Bendoraitis, Abstain (1) Finelli. Motion carries.**

8.5 The Selectmen discussed a need to purchase a replacement computer for the Public Works Foreman as the hard drive is failing. The decision was made to use the Selectman's laptop instead for the time being. No action.

8.6 (See above)

8.7 (See above)

8.8 (See above)

8.9 Motion made by Bendoraitis seconded by Finelli to go out to bid for corn and hay on town property with the following specifications:

BID A: Planting and harvesting approximately 13 acres of corn land located at the Town owned property adjacent to the Lebanon Solid Waste Facility for a two (2) year contract. Bid shall be a lump sum price.

BID B: Harvesting approximately 22 acres of standing hay located at the Town owned property adjacent to the Lebanon Solid Waste Facility; harvesting standing hay located at the Lebanon Fire Safety Complex, 23 Goshen Hill Road, and harvesting approximately 6 acres of standing hay at the Lebanon Senior Center, 37R West Town Street, for a two (2) year contract. Bid shall be a lump sum price.

Vote: Yes, unanimous.

- 8.10** Soliciting bids for field mowing and maintenance for recreational fields.
NO ACTION
- 8.11** Motion made by Finelli, seconded by Bendoraitis to approve the purchase of replacement computer software for the Library Director for an amount up to \$300.00, funds to come from TIP Account # 208-620-6200 (Library Laptop Project). Vote: Yes, unanimous.
- 8.12** Motion made by Finelli, seconded by Okonuk to bring a proposed “Ordinance for the Publication of Summary of Town Ordinances” to the Annual Town Meeting. Vote: Yes, unanimous.
- 8.13** Okonuk presented an update on Lebanon Green tree replanting. She has met with Town Tree Warden Joan Nichols to identify diseased trees and to create a plan for replanting. Funds are available for the project. Okonuk will bring more details to a future meeting.

9.0 **Appointments/Reappointments**

- 9.1** Motion made by Finelli, seconded by Okonuk to reappoint Marion Russo, Jim Donnelly to the Commission on Aging with terms to expire on 2/1/2015 as recommended by the Commission on Aging. Vote: Yes, unanimous. Note: the Commission did not recommend reappointment for Donna Trahan whose term expired on 2/1/2012, creating a vacancy.

Motion made by Okonuk seconded by Finelli to add Item 9.1.1 to the agenda: Discuss and act upon an appointment to the Commission on Aging. Vote: Yes, unanimous.

- 9.1.1** Motion made by Okonuk seconded by Bendoraitis to appoint Bonnie LeBlanc to the Commission on Aging with a term to expire on 2/1/2015, as recommended by the Commission on Aging. Vote: Yes, unanimous.
- 9.2** Motion made by Bendoraitis seconded by Finelli to appoint Alicia Wayland and Catherine McCall to the Library Building Committee as recommended by the Jonathan Trumbull Library Board of Trustees and the Library Building Committee, terms to expire at the completion of the project. Vote: Yes, unanimous.
- 9.3** Motion made by Bendoraitis seconded by Finelli to accept, with regret and appreciation, the resignation of Shalyn Zappulla from the Energy Task Force Committee. Vote: Yes, unanimous.
- 9.4** Motion made by Okonuk seconded by Bendoraitis to appoint all members of the former Conservation Commission as well as Oliver Manning to the Conservation and Agriculture Commission as with terms as follows: Full Members: Emery Gluck and Howard Wayland: 4/1/2013; John Slate and Jan Fitter: 4/1/2014; Alton Blodgett, Marc Lang and Keith LaPorte: 4/1/2015. The following were appointed as Alternates with terms as follows: Antoinette Willard: 4/1/2013; Oliver Manning: 4/1/2014 and Paul Trubey: 4/1/2015. Vote: Yes, unanimous.

10.0 Motion made by Bendoraitis seconded by Finelli to approve the following Tax Refunds for March 2012:

Littlefield, Theodore & Helen Trustees	\$187.62
Littlefield, Theodore & Helen Trustees	\$193.56
Littlefield, Theodore & Helen Trustees	\$180.84
Gilbert, Carol A.	\$34.24
Konow, John P. Jr. & Krystin A.	\$101.00
Konow, John P. Jr. & Krystin A.	\$94.36
Konow, John P. Jr. & Krystin A.	\$97.92
Buchas, Michael C. & Ann	\$10.42
McKenna, Bernard F. II EST, McKenna, Jessica Admin.	\$26.95
Chandler, Jeffery J. & Nancy A.	\$2,118.92
Perdue, Brittany	\$1,726.19
Hyponex Corp.	\$4,452.96
Materas Assoc. LLC	\$69.03
Aglieco, Mario & Sebastiana	\$4.00
Northeast Oil & Propane LLC	\$79.69
Sargent, Chester D. or Sargent, Judith M.	\$7.69
Leyden, John & Barbara J.	\$7.81
Pechar, Margaret & Tinetti, Mary	\$21.62
Magnee, Elaine M.	\$9.69
Wyspianski, Joseph Michae	\$38.55
Hale, David A.	\$4.00
Malihoit, Jane E.	\$55.45
Gorgone, Robert J.	\$3.78
Rinn, Stephen & Joyce	\$34.23
Albert, Keith M.	\$120.61

Vote: Yes, unanimous.

11.0 Financial Reports
None

12.0 Motion made by Finelli, seconded by Okonuk to adjourn at 6:45 p.m. Vote: Unanimous.

Respectfully Submitted,



Joyce R. Okonuk, First Selectman