

Board of Selectmen
REGULAR MEETING
July 12, 2011 – 5:00 PM
Town Hall
MINUTES

1.0 First Selectman Joyce Okonuk called the meeting to order at 5:09 pm. Selectmen John Bendoraitis and Linda Finelli and Administrative Assistant Patti Handy were also present. Audience: 5

2.0 **Public Forum**

None

3.0 **Minutes**

3.1 Motion made by Finelli, seconded by Bendoraitis to approve the minutes from the June 7, 2011 Regular Meeting. Vote: Yes, unanimous.

3.2 Motion made by Finelli seconded by Okonuk to approve the minutes from the June 9, 2011 Special Meeting. Vote: Yes (2), Okonuk and Finelli, Abstain (1), Bendoraitis. Motion carries.

3.3 Motion made by Finelli seconded by Bendoraitis to approve the minutes from the June 14, 2011 Special Meeting, amended as follows: Under item 3.0 the motion should read: "Moved by Bendoraitis, seconded by Okonuk to waive the bidding requirements for the Waterman Road Bridge over Pease Brook *due to the fact that numerous pre-qualified bidders participated in the solicitation process and to minimize disruption to school bus routes and to expedite the project.* Vote: Yes, unanimous." **Vote: Yes, unanimous.**

3.4 Motion made by Okonuk seconded by Finelli to approve the minutes from the June 20, 2011 Special Meeting. Vote: Yes (2) Okonuk and Finelli, Abstain (1), Bendoraitis. Motion carries.

3.5 Motion made by Finelli seconded by Bendoraitis to approve the minutes from the June 21, 2011 Special Meeting. Vote: Yes, unanimous.

3.6 Motion made by Finelli seconded by Bendoraitis to approve the minutes from the June 28, 2011 Special Meeting. Vote: Yes, unanimous.

3.7 Motion made by Okonuk seconded by Finelli to approve the minutes from the June 30, 2011 Special Meeting. Vote: Yes (2), Okonuk and Finelli, Abstain (1), Bendoraitis. Motion carries.

4.0 **Correspondence** - None

5.0 **Police Report** - Monthly report was distributed to Selectmen for their review.

Motion made by Okonuk, seconded by Finelli to adjourn the order of the agenda and take up item 6.2 next. Vote: Yes, unanimous.

6.2 The Selectmen received a request from Yvette Gregoire to hold a fund raiser to benefit the dogs at the Regional Animal Pound and the cats in the P.A.W.S. Rescue League. The proposed fundraiser will be held at the Regional Pound in Lebanon on Saturday, August 6, 2011 from 9:00 am to 1:00 pm. She will advertize to solicit donations of food and supplies for cats and dogs as well as monetary donations. Questions were asked regarding to whom checks should be made payable. Okonuk will work that out with the Finance Office in the Town of Sprague prior to the event. **Motion made by Okonuk, seconded by Finelli to approve the request made by Yvette Gregoire to hold a fundraiser at the Regional Animal Pound on August 6, 2011 from 9:00 am – 1:00 pm, proceeds to be shared between the Regional Animal Pound and PAWS, to benefit the animals through food and supplies. Vote: Yes, unanimous.**

Motion made by Okonuk, seconded by Finelli to return to the order of the agenda and take up item 6.1. Vote: Yes, unanimous.

6.0 **New Business**

6.1 Anchor Engineering has reviewed the bids received for the replacement of the Waterman Road Bridge over Pease Brook and made the recommendation to hire the low bidder, Milton C. Beebe & Sons of Storrs. A total of eight qualified contractors were solicited, five contractors chose to bid, three declined. Results are as follows:

Milton C. Beebe & Sons, Inc. of Storrs – Base Bid: \$141,611.00, Timber Guide Rails: \$15,620.00, Total Bid: \$157,231.00.
Arthur Goulart & Son, Inc. of Bozrah – Base Bid: \$151,800.00, Timber Guide Rails: \$14,000.00, Total Bid: \$165,800.00.
Mattern Construction, Inc. of Baltic – Base Bid: \$164,421.00, Timber Guide Rails: \$14,920.00, Total Bid: \$179,341.00.
Coit Excavating, Inc. of Bozrah – Base Bid: \$196,800.00, Timber Guide Rails: \$16,000.00, Total Bid: \$212,800.
Botticello, Inc. of Manchester – Base Bid: \$219,300.00, Timber Guide Rails: \$16,000.00, Total Bid: \$235,300.00.

Motion made by Okonuk, seconded by Bendoraitis to award the replacement of the Waterman Road Bridge over Pease Brook project to the low bidder, Milton C. Beebe & Sons, Inc. of Storrs as recommended by Anchor Engineering, in the amount of \$141,611.00 for the base bid and \$15,620.00 for the Timber Guide Rails, (as recommended by the Town Planning and Zoning Commission) for a total bid amount of \$157,231.00, to be funded as authorized by Town Meeting on January 31, 2011. Vote: Yes, unanimous.

Motion made by Okonuk, seconded by Bendoraitis to add item 6.1.1 to the agenda: "Discuss and act upon the purchase of the replacement pipes for the Waterman Road Bridge over Pease Brook." Vote: Yes, unanimous.

6.1.1 Brandon Handfield of Anchor Engineering was present to recommend the purchase of the replacement pipes for the Waterman Road Bridge over Pease Brook project. Anchor obtained two quotes for the pipes as follows: Contech Construction Products, Inc. \$22,400.00; and Lane Enterprises through their pipe supplier Jack Farrelly Company \$30,375.00. Both quotes are of the same specifications.

Motion made by Bendoraitis, seconded by Finelli to award the contract for replacement pipes for the Waterman Road Bridge over Pease Brook project to the low bidder, Contech Construction Products, Inc. in the amount of \$22,400.00 to be funded as authorized by Town Meeting on January 31, 2011. Vote: Yes, unanimous.

6.2 (See above).

6.3 Town Historian Alicia Wayland requested permission for the Jonathan Trumbull Jr. House to participate in the CT SAR's grant application to the CT Humanities Council for the "Explore Revolutionary CT" project with no financial obligation to the Town. The funds will be used to facilitate the development of letterboxing as a long-term marketing feature for the Town's Revolutionary War sites. **Motion made by Okonuk, seconded by Finelli to authorize the Jonathan Trumbull Jr. House to become a participating museum in the CT SAR's grant application to the CT Humanities Council for the "Explore Revolutionary CT" project, with no financial obligation to the Town, and to issue a letter of support for the project as well. Vote: Yes, unanimous.**

Motion made by Finelli, seconded by Bendoraitis to adjourn the order of the agenda and take up item 7.1 under Old Business to Discuss and act upon status of cemetery land search. Vote: Yes, unanimous.

7.1 Howard Wayland, Chairman of the Cemetery Commission, Tom Conley, Public Works Foreman and Phil Chester, Town Planner were all present to give an update on soil testing results from three potential sites being considered for cemeteries. The first parcel considered is town-owned and located off Route 207 (the former Foster property). Although much of the site appeared wet on an initial walk-through by Engineer Wes Wentworth, Wes felt approximately 1.5 acres were useable. Due to the observed wetness, the First Selectman told Wes not to do the soil test pits.. This site is attractive, however, as it is Town-owned. Wayland estimated that one acre could accommodate approximately 700 double burial plots, and double that amount if used for just cremation. This site would provide approximately 10 years of future burial needs. The second site evaluated was the Williams property located off of Route 87 which consists of 2.3 acres of usable land. The third site being considered is the McGuillicuddy property located on Waterman Road which contains eight acres of very suitable land, test results show excellent soils containing gravel and this site presents the longest-term option for future burial needs. Wayland stressed that a site walk is needed at each of the sites in order to determine access, roads and parking concerns. Finelli feels strongly that even though the town-owned property will prove a short-term solution, it is financially the best option at this time due to the present state of the economy. Wayland feels that the McGuillicuddy property offers the most benefit--it has the right soils, easily accessible location, large enough to accommodate interior roads and parking, is suitable for most types of burials and would meet the town's burial needs for the next 100 years or more. Finelli asked what funds were available to purchase either property. Wayland said that there is currently \$85,000.00 in the cemetery fund, which is not enough to purchase either of the two sites being considered. Discussion followed regarding wetlands impact. Bendoraitis reiterated that soil test pits need to be conducted on the town-owned property before any other action could be taken. All agreed. Conley said that he would arrange for the test pits to be dug as soon as the hay is cut from the area. Results will be brought to the next regular meeting.

Motion made by Okonuk, seconded by Finelli to return to the regular order of the agenda and take up item 6.4 under New Business. Vote: Yes, unanimous.

6.4 Okonuk presented a Proposed Ordinance on the Regulation of Dogs and Other Animals in the Town of Lebanon as part of the Regional Animal Control District, that she would like to bring to the next Special town Meeting for approval. This Ordinance would allow the local pound to collect fees for violations that could be used at the local level. At present, all fees go to the state. Two towns in the Regional District have already passed the Ordinance and it must pass all five towns to go into effect. **Motion made by Finelli, seconded by Bendoraitis to send the Proposed Ordinance on the Regulation of Dogs and Other Animals in the Town of Lebanon to the next Special Town Meeting. Vote: Yes, unanimous.**

6.5 Two proposals were received for a Historic and Architectural Resource Survey; Tod Bryant and Lucas A. Karmazinas of Heritage Resources, Norwalk, CT, in the amount of \$19,500.00 and John Milner Associates of West Chester, PA, in the amount of \$18,945.00. After reviewing both submittals, Phil Chester and Alicia Wayland both recommend that the contract be

awarded to Tod Bryant and Lucas A. Karmazinas of Heritage Resources as that firm recently completed similar surveys in the state and will use in-state employees to conduct the study. The Connecticut Commission on Culture and Tourism has confirmed that both firms are very reputable. References need to be checked. **Motion made by Bendoraitis, seconded by Okonuk to award the contract for a Historic and Architectural Resource Survey to Tod Bryant and Lucas A. Karmazinas of Heritage Resources, Norwalk, CT in the amount of \$19,500.00, funds to come from the \$20,000.00 grant from the Connecticut Commission on Culture and Tourism which was approved at the 2011 Annual Town Meeting. Vote: Yes (2) Okonuk and Bendoraitis, Abstain (1) Finelli. Motion carries.**

6.6 Chester also requested that the Selectmen recommend to Town Meeting the acceptance and expenditure of a \$52,875 grant from the USDA Natural Resource Conservation Service and the expenditure of \$8,812.50 from the Open Space Fund in the Capitol Budget to preserve the 32 acre property owned by Richard and Donna Skaats of 420 Oliver Road. This would require that a previous motion made earmarking open space funds be rescinded. **Motion made by Bendoraitis, seconded by Okonuk to rescind the motion made at the May 17, 2011 Special Selectmen's meeting as follows: *Motion made by Bendoraitis, seconded by Finelli to earmark the available Open Space Funds in FY 2011-12 for the purpose of the preservation of the McCaw property on Trumbull Highway. Vote: Yes, unanimous. Vote: Yes, unanimous.***

Motion made by Bendoraitis, seconded by Finelli to recommend to Town Meeting the acceptance and expenditure of a \$52,875 grant from the USDA Natural Resource Conservation Service and the expenditure of \$8,812.50 from the Open Space Fund in the Capitol Budget to preserve the 32 acre property owned by Richard and Donna Skaats of 420 Oliver Road. Vote: Yes, unanimous.

6.7 **Motion made by Bendoraitis, seconded by Finelli to sign a Resolution authorizing the First Selectman to enter into a contract with the Connecticut State Library for a Historic Document Preservation Grant as recommended by Town Clerk Susan Coutu. Vote: Yes, unanimous.**

6.8 The Selectmen discussed the interview process for appointments to the new Library Building Committee. Eleven letters of interest have been received for the seven openings. The Selectmen decided to hold a special meeting to conduct interviews, with the Selectmen rendering the final appointment decisions at that time.

6.9 The Selectmen reviewed the plans for the annual paving, chip sealing and reclamation of town roads. **Motion made by Bendoraitis, seconded by Finelli to solicit bids for the reclamation, grading and paving of a portion of Gates Road, and chip sealing and paving portions of other town roads. Vote: Yes, unanimous.**

6.10 Bendoraitis recapped the status of creating an on-line registration page for the Recreation Commission. He said that initially Columbia was going to work with Lebanon to develop the online software, and thus split the cost. However, Lebanon and Columbia's finance systems are dissimilar and Columbia has since changed their mind. For Lebanon to go the project alone would be much more costly so the project has been put on hold indefinitely. In the same vein, Selectmen discussed the responsibility of having current Recreation Commission news on the town's website and felt that the priority right now should be the Rec Coordinator keeping all information current. The Selectmen stressed that the Recreation Coordinator must become fully proficient in this area before adding any other computer-related function to her job. The Selectmen requested a status report on progress in this area at their next monthly meeting. No action.

7.0 **Old Business**

7.1 (See above).

8.0 **Appointments/Reappointments to, and Resignations from, Boards, Commissions and Committees**

8.1 **Motion made by Bendoraitis, seconded by Finelli to accept the resignation of Susan L. Zickmann from the Board of Finance. Vote: Yes, unanimous.**

8.2 **Motion made by Bendoraitis, seconded by Okonuk to appoint Don Anderson as an alternate to the Board of Finance as recommended by the Democratic Town Committee, to fill the vacancy created by the resignation of Susan Zickmann. Vote: Yes, unanimous.**

8.3 **Motion made by Okonuk, seconded by Bendoraitis to appoint Tim Smith as a member of the Jonathan Trumbull Jr. House Museum Board of Historical Preservation, term to expire on 9/9/2014.**

8.4 **Motion made by Okonuk, seconded by Bendoraitis to re-appoint Pat Hedwall and Sherri-Ann Martin as members of the Jonathan Trumbull Jr. House Board of Historical Preservation, for three (3) years, terms to expire on 9/9/2014.**

8.5 No action taken at this time.

8.6 More information needed before action can be taken.

Motion made by Okonuk, seconded by Bendoraitis to add item 8.7 to the agenda: Discuss and act upon adjusting the term end dates for the members of the Summer Dance Fest Committee. Vote: Yes, unanimous.

8.7 It was brought to the Board's attention that members of the Summer Dance Fest Committee have various term end dates, which need to be adjusted for continuity. **Motion made by Okonuk, seconded by Finelli to change the term end dates for month and day only to 01/08/ for the following members: Betsy Petrie, Sue Leone, Gina Wentworth, Robert Wentworth and Tom Corso, to be consistent with the dates for the other members. All current year end dates will remain the same. Vote: Yes, unanimous.**

9.0 Motion made by Bendoraitis, seconded by Finelli to approve the Tax Refunds for June 2011 as follows:

Ryder Truck Rental Inc.	\$1,492.63
Ally Financial	\$163.96
CAB East LLC	\$263.43
GMAC	\$232.38
Liebman, Harold & Florence J.	\$64.98
Liebman, Harold & Florence J.	\$1,197.06
Liebman, Harold & Florence J.	\$1,242.02
Liebman, Harold & Florence J.	\$62.62
Gilbert, Jean C.	\$21.95
Prescott, Ruth E.	\$1,797.36

Vote: Yes, unanimous.

10.0 Financial Reports

The Selectmen reviewed the most recent reports and made minor adjustments to account numbers.

11.0 Motion made by Okonuk, seconded by Bendoraitis to adjourn at 8:10 pm. Vote: Yes, unanimous.

Respectfully Submitted,



Joyce R. Okonuk, First Selectman