

Board of Selectmen
REGULAR MEETING
May 3, 2011 – 5:00 PM
Town Hall
MINUTES

1.0 First Selectman Joyce Okonuk called the meeting to order at 5:00 pm. Selectmen John Bendoraitis and Linda Finelli, and Administrative Assistant Patti Handy were also present. Audience: 3.

2.0 **Public Forum**
None

Motion made by Finelli, seconded by Bendoraitis to adjourn the order of the Agenda and take up Items 6.3 and 6.2 respectively to accommodate special guests. Vote: Yes, unanimous.

6.3 Byron Lennox, member of the LVFD and Deputy Burning Official was present to discuss a request to increase the reimbursement rate for Burning Officials for inspections related to the issuance of burning permits. Lennox explained that the current rate for issuing a burning permit is \$6.50 plus mileage reimbursement. This rate has not been changed in 20+ years, and both he and the Fire Marshal feel that this amount is inadequate as inspections often take two to three hours. After meeting with the officials last week, Okonuk checked into available funds in the budget and said that it would be possible to increase the reimbursement rate to \$10 per permit. **Motion made by Okonuk, seconded by Bendoraitis to authorize the increase of the reimbursement rate for issuing burning permits from \$6.50 to \$10 per permit, effective 7/1/2011. Vote: Yes, unanimous.**

6.2 Robert Cady, member of the LVFD was present to explain the required narrow-band FCC conversion and required upgrade of all Town radios. Cady explained that although the conversion deadline is not until 1/1/2013 the conversion will take time, and all radios must be operating on the same band width in order to communicate. Cady presented his research into the cost of the radios, which detailed the cost estimate for buying new radios, approximately \$11,300, versus buying used/refurbished radios at a cost of approximately \$5,200. In order to secure the purchase price of the used radios they must be purchased immediately. The Selectmen discussed where the funds would come from and Okonuk verified that the Public Works budget had funds available to cover the cost. **Motion made by Finelli, seconded by Bendoraitis to authorize the First Selectman to spend up to \$5,200 from account #100-430-5320 to purchase 16 narrow band radios and to reprogram 10 existing radios for the Public Works Department. Vote: Yes, unanimous.**

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

3.0 **Minutes**

3.1 **Motion made by Bendoraitis, seconded by Finelli to approve the minutes from the April 5, 2011 Regular Meeting, amended as follows: In Item 8.1 under Appointments/Reappointments, the motion should read: “Motion made by Bendoraitis, seconded by *Finelli* to reappoint Betsy Petrie and Tom Corso to the Summer Dance Fest Committee...” Vote: Yes, unanimous.**

3.1 **Motion made by Bendoraitis, seconded by Finelli to approve the minutes from the April 19, 2011 Special Meeting. Vote: Yes, unanimous.**

3.2 **Motion made by Okonuk, seconded by Finelli to approve the minutes from the April 26, 2011 Special Meeting. Vote: Yes (2) Okonuk and Finelli, Abstain (1) Bendoraitis. Motion carries.**

4.0 **Correspondence**
None

5.0 **Police Report**

Selectmen reviewed the police report supplied by Resident State Trooper Ron Turner. Bendoraitis said that he would like some sort of narrative from Trooper Turner to put the report into perspective. The Selectmen agreed, and Okonuk will request that Trooper Turner provide a quarterly summary along with his reports, including trend data.

6.0 **New Business**

6.1 Okonuk presented three quotes for the paving the Mack Road Bridge that were solicited by the Public Works Foreman. Bendoraitis questioned why this project had not gone out to public bid, as all of the quotes

exceeded the \$7,500 limit established by the Competitive Bidding Ordinance. Okonuk explained that the expectation was that the bids would be under the \$7,500 threshold, based on the \$5,000 estimate given by the general contractor who installed the bridge last December. The quotes received were as follows: Hain Materials Corp. of Windham, CT: \$8,900; Mattern Construction, Inc. of Baltic, CT: \$10,876; Charles Pasteryak Jr., Inc of Lisbon, CT: \$12,000. **Motion made by Okonuk, seconded by Bendoraitis to award the paving of Mack Road Bridge to Hain Materials Corp. of Windham, CT in the amount of \$8,900, a portion of the funds to come Account #220-020-5383 Mack Road Bridge and the balance to come from Highway Paving in the Annual Capital Expense, Account #220-020-5347 . Vote: Yes, unanimous.**

6.2 (See above)

6.3 (See above)

6.4 Okonuk presented an invoice from Anchor Engineering for the Alden Tavern Parking Lot project in the amount of \$134.55. Since the Town Center Parking Lot Committee has disbanded, the Selectmen must now vote to approve any remaining invoices. Brandon Handfield of Anchor Engineering told Okonuk that there may be more pending charges from the project that have not yet been paid; Okonuk will follow up with the Chairman of the committee to see where the invoices are. **Motion made by Bendoraitis, seconded by Finelli to pay the \$134.55 invoice from Anchor Engineering, funds to come from the STEAP Grant. Vote: Yes, unanimous.**

6.5 The Selectmen have obtained a quote from The Ergonomic Group for the purchase of a new computer for the Recreation Department Coordinator in the amount of \$594.00. The unit will replace the aging processor that is failing. **Motion made by Finelli, seconded by Bendoraitis to purchase an HP 8000 Elite processor from The Ergonomic Group in the amount of \$594.00, funds to come from TIP, FF&E – Discretionary, Account #208-520-5201. Vote: Yes, unanimous.**

6.6 Okonuk presented a request from the DTC to sell coffee and donuts before and after the Memorial Day Parade. After some discussion, it was decided that something other than donuts and coffee would be sold, so as not to compete with the Baptist church booth. Letter has also been sent to the Legion Post #180 and the Selectmen said the decision by the Legion Post would be adequate. No action.

6.7 Bendoraitis presented a contract for designing and maintaining software in the Building Department. **Motion made by Finelli, seconded by Okonuk to enter into an agreement with John Bendoraitis for software development and support for the Building Department, at no cost to the Town. Vote: Yes (2), Okonuk and Finelli, Abstain (1), Bendoraitis. Motion carries.**

Motion made by Okonuk, seconded by Bendoraitis to add Item 6.8 to the Agenda: Discuss and act upon a Bond Resolution for the Amston Lake Area Sewer Project. Vote: Yes, unanimous.

6.8 Doug Gillette, Bond Counsel for the Town, provided Okonuk with a full text of the bond agreement pertaining to the Amston Lake Area Sewer Project. The full text of the Bond Resolution was not presented at the 2010 Annual Town Meeting, only the summary of the Resolution that was set out in the Annual Town Meeting notice. Gillette requested that the Selectmen read and approve the full version of the text pertaining to the issue of bonds and notes to finance the appropriation for the Amston Lake Area Sewer Project, and have it certified by the Town Clerk and signed by the town Treasurer as well. The full text of the Bond Resolution follows these minutes.

Motion made by Bendoraitis, seconded by Finelli to approve the full text of the Bond Resolution for the Amston Lake Area Sewer Project. Vote: Yes, unanimous.

(See attached Resolution)

Motion made by Okonuk, seconded by Finelli to add Item 6.9 to the Agenda: Discuss and act upon disbanding the Ethics Code Draft Committee. Vote: Yes, unanimous.

6.9 Okonuk explained that she had received an email from the secretary of the Ethics Code Drafting Committee stating that the Committee had completed its task and will no longer need to meet. Discussion followed. **Motion made by Okonuk, seconded by Finelli to disband the Ethics Code Draft Committee with thanks and appreciation for all of the work they completed on the project. Vote: Yes (2) Okonuk and Finelli, No (1) Bendoraitis. Motion carries.**

Motion made by Okonuk, seconded by Finelli to add Item 6.10 to the Agenda: Discuss and act upon extending the Aspinall Fields lawn maintenance contract with LawnScapes Landscaping of Lebanon for the 2011-12 season. Motion carries.

6.10 The Selectmen reviewed the proposal from LawnScapes Landscaping. **Motion made by Finelli, seconded by Bendoraitis to approve the extension of the Aspinall Fields lawn maintenance contract with LawnScapes Landscaping of Lebanon for the 2011-12 season as recommended by the Lebanon Recreation Committee, for the same current annual rate of \$4,500.00. Vote: Yes, unanimous.**

7.0 Old Business

Discuss and act upon:

None

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

8.1 Motion made by Finelli, seconded by Bendoraitis to reappoint Al Wilder and Dave Martin to the WPCA for three (3) year terms to expire on 5/1/2014. **Vote: Yes, unanimous.**

8.2 Motion made by Okonuk, seconded by Bendoraitis to reappoint Carl Bender, Dean Gustafson and James McCaw to the Inland Wetlands Commission for three (3) year terms to expire on 6/1/2014. **Vote: Yes, unanimous.**

8.3 Motion made by Finelli, seconded by Bendoraitis to accept, with regret and appreciation, the resignation of Mike Sundquist from the Economic Development Commission. **Vote: Yes, unanimous.**

9.0 Motion made by Bendoraitis, seconded by Finelli to accept the Tax Refunds for April 2011 as presented:

Hazzard, Erin & Jeffery	\$553.80
Hazzard, Erin & Jeffery	\$384.54
Hazzard, Erin & Jeffery	\$370.62
Sedlemeier, Martin & Lisa	\$371.50
Lazuk, Raymond or Lazuk, Kerri R.	\$70.72
Lambert, David P.	\$21.08
Lambert, Joanna B. or Lambert, David P.	\$14.37
Manning, Raymond J. & Mary	\$170.16
Iturrino, Wilfredo & Iturrino, Laurie Y.	\$167.32
Goldstein, Richard A.	\$6.43

Vote: Yes, unanimous.

10.0 Financial Reports

10.1 Selectmen began the review of and made line item adjustments and outcome estimates within budgets for the FY 2010-11 Budget as recommended by the Board of Finance. Selectmen will continue at next meeting.

11.0 Motion made by Okonuk, seconded by Finelli to adjourn at 6:55 pm. **Vote: Yes, unanimous.**

Respectfully Submitted,



Joyce R. Okonuk, First Selectman