

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

- 1.0** Selectman John Bendoraitis called the meeting to order at 5:00 pm. Selectman Linda Finelli and Administrative Assistant Patti Handy were also present; First Selectman Joyce Okonuk arrived at the meeting at 5:15 pm. Audience: 15
- 2.0** **Public Forum** - None
- 3.0** **Minutes**
- 3.1** Motion made by Finelli, seconded by Bendoraitis to approve the minutes from the March 1, 2011 Regular Meeting. Vote: Yes, unanimous.
- 3.2** (Held until Okonuk joined the meeting) Motion made by Okonuk, seconded by Bendoraitis to approve the minutes from the March 22, 2011 Special Meeting. Vote: Yes, unanimous.
- 3.3** Motion made by Finelli, seconded by Bendoraitis to approve the minutes from the March 28, 2011 Special Meeting. Vote: Yes, unanimous.
- 4.0** **Correspondence** - None
- 5.0** **Police Report** – Selectmen reviewed the most recent report from Resident State Trooper Ron Turner. They noted an increase in activity.
- 6.0** **New Business**
- 6.1** A total of five bids were received for the Reclamation, Paving & Grading of a portion of Gates Road. Bid results were as follows: Charles Pasteryak Jr., Inc. of Lisbon, CT: \$67,244.00; All States Asphalt of Sunderland, MA: \$68,354.78; Hain Materials Corp. of Windham, CT: \$73,236.00; B&W Paving & Landscaping, LLC of Mystic, CT: \$73,600.00 and American Industries, Inc. of Jewett City, CT: \$82,000.00. **Motion made by Finelli, Seconded by Bendoraitis to award the bid for Reclamation, Paving & Grading of a portion of Gates Road to Charles Pasteryak Jr., of Lisbon, CT in the amount of \$67,244.00, pending final review of bid documents by the Public Works Foreman. Vote: Yes, unanimous.**
- Motion made by Finelli, seconded by Bendoraitis to amend the order of the agenda, skip over item 6.2 until later in the meeting, and continue with item 6.3. Vote: Yes, unanimous.**
- 6.2** Discuss and act upon a recommendation by the Energy Task Force Committee to accelerate green energy adoption and energy conservation. (See Below).
- 6.3** **Motion made by Finelli, seconded by Bendoraitis to renew the contract with Richard Chabot to provide cleaning services to the Jonathan Trumbull Junior House Museum for the 2011 season as recommended by the Jonathan Trumbull Board of Historical Preservation, in the amount of \$450.00, funds to come from the Jonathan Trumbull Jr. House endowment fund. Vote: Yes, unanimous.**
- 6.4** **Motion made by Finelli, seconded by Bendoraitis to approve the administrative budget for the Jonathan Trumbull Junior House Museum for FY 2012 as recommended by the Jonathan Trumbull Board of Historical Preservation, in the amount of \$12,144.50 for the fiscal year ending June 30, 2012, funds to come from the Jonathan Trumbull Jr. House endowment fund. Vote: Yes, unanimous.**
- 6.5** Accepting the State Matching Van Grant for 2012. The Selectmen were informed that this was not necessary as it is a continuing grant. **No action.**
- 6.6** Okonuk explained that she had received a request from a resident to form an Agricultural Committee in Lebanon, a non-regulatory advisory board that would serve as a liaison between local farmers and the State. The resident could not be present at this meeting so further discussion was tabled until the resident could be present to explain. **No action.**

6.7 Liz Charron, Chairman of the Board of Finance was present to discuss the Board's request to waive the competitive bidding requirement for specialized auditing services. She explained that the Board feels that a forensic audit on both municipal and Board of Education finance records needs to be done due to recent turnovers in personnel in both departments. The Board of Finance has solicited quotes, and has chosen the firm of Kostin, Ruffkess & Company, LLC based on their scope of services and excellent references. Bendoraitis questioned why the Selectmen were being asked to waive the bidding requirements when the Board of Finance routinely awards contracts without intervention by the Board of Selectmen. He added that waiving the bidding requirements would be tantamount to approving the contract, and he would like clarification on who has the authority to sign contracts outside of the Board of Selectmen. Okonuk will contact Town Council for his opinion.

Motion made by Okonuk, seconded by Finelli, to waive the competitive bidding ordinance for the hiring of Kostin, Ruffkess & Company to perform a forensic audit of both municipal and Board of Education finance offices, due to the specialized scope of services within the proposal, as requested by the Board of Finance. Vote: Yes, unanimous.

Motion made by Okonuk, seconded by Finelli to approve the proposal from Kostin, Ruffkess & Company to perform a forensic audit of both municipal and Board of Education finance offices in the amount of \$10,000.00, funds to come from account #411, Auditor. Vote: Yes, unanimous.

6.8 Selectmen reviewed the personnel policy for employee Social Networking that was recently adopted by the Board of Education for all school employees. Although much of the policy does not apply to municipal employees, some of the guidelines do apply. The Selectmen agreed that this needs to be looked into further and tabled discussion for a future special meeting. **No action.**

7.0 Old Business

7.1 Kirsten Westbrook and Patricia Ohlund were present to give an update on the May Day Celebration on the Green. They detailed many of their plans for the May 1, 2011 celebration and are including farmer's market vendors and local organizations and businesses as well. They have eight commitments thus far. The Selectmen had given conditional approval at the March 1, 2011 meeting pending more details, and all agreed to give final approval. **Motion made by Finelli, seconded by Okonuk to approve the final plans for the May 1, 2011 May Day Celebration on the Town Green. Vote: Yes, unanimous.**

7.2 Okonuk explained that at the last Board of Finance meeting the request to approve a \$20,000.00 Historic Preservation Survey and Planning Grant from the CT Commission on Culture and Tourism to begin a historic and architectural survey of the town was denied with a tie vote. Okonuk felt that this was partly because the Town Planner was not able to be present to explain the purpose for the grant, and that its purpose might have been misinterpreted by some members of the Board of Finance. She stated that as the grant has no fiscal impact on the town budget, there is no reason for the Board of Finance to deny acceptance. Okonuk made the request to Charron to be added to the April 14, 2011 agenda to revisit the request. **No action.**

7.3 Selectmen are waiting for additional quotes for storage shelving for the downstairs vault. **No action.**

Motion made by Bendoraitis, seconded by Okonuk to return to item 6.2 under New Business and then continue with the normal agenda. Vote: Yes, unanimous.

6.2 Members from the Lebanon Energy Task Force Advisory Committee (LETf) presented their recommendations for energy alternatives for both the municipality and residents of Lebanon. Chairman Jim Macauley gave the presentation, and special guest Chris Hamm, vice President of Operations of Titan Energy New England, Inc, a low cost green buyers group, was also present to answer questions regarding residential programs for energy conservation. Macauley and Hamm outlined the potential savings for CL&P customers who switch to the buyers group and the difference between green and non-green energy sources. The Selectmen agreed to allow Titan Energy to prepare pricing quotes and a marketing agreement for town approval at a later date. Macauley then proceeded with the LETf's second recommendation, to increase the Town's current 20% ratio of purchased green energy to 30% or higher by working with a vendor to achieve energy reduction goals for the town. He proposed inviting Celtic Energy to meet with LETf, the Selectmen and members of the Board of Finance to present an energy usage metric and an energy reduction proposal for the town. The Selectmen agreed, and members of the LETf will set up the meeting for early June of 2011. Macauley also proposed reinvesting a

portion of the energy savings into an operating budget for the LETF to fund future initiatives. Board of Finance Chairman Liz Charron said that setting up this type of account would not be difficult.

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

8.1 Motion made by Bendoraitis, seconded by Finelli to reappoint Marion Russo and Jennie Brewster to the Summer Dance Fest Committee for three-year terms to expire on 1/08/2014. Vote: Yes, unanimous. Motion made by Bendoraitis, seconded by Bendoraitis to reappoint Betsy Petrie and Tom Corso to the Summer Dance Fest Committee for three-year terms to expire on 3/1/2014. Vote: Yes, unanimous.

8.2 Motion made by Finelli, seconded by Bendoraitis to appoint Dave Nichols Sr. as a new member of the Summer Dance Fest Committee to fill a vacancy, term to expire on 1/08/2014. Vote: Yes, unanimous.

8.3 Motion made by Finelli, seconded by Bendoraitis to appoint Justin Stabley as a new member of the Recreation Commission to fill a vacancy, term to expire on 2/1/2012. Vote: Yes, unanimous.

8.4 Motion made by Finelli, seconded by Bendoraitis to reappoint Howard Wayland and Emery Gluck to the Conservation Commission for three-years terms to expire on 4/1/2014. Vote: Yes, unanimous.

8.5 Motion made by Okonuk, seconded by Finelli to appoint Shaylyn Zappulla as a new member of the Energy Task Force Committee to fill a vacancy, term to end with completion of the project. Vote: Yes, unanimous.

(First Selectman Okonuk left the meeting at approximately 7:00 pm)

8.6 Motion made by Finelli, seconded by Bendoraitis to reappoint Naomi Davidson, Peter Gandelman, Donna Koenig, Mary Withey and Christine Witkowski as members of the Rails to Trails Committee, and Walter Miller as an alternate member for two-year terms to expire on 5/5/2013. Vote: Yes, unanimous. Donna Koenig, Chairman of the Committee, informed the Selectmen in writing that member Kent Sleath does not wish to be reappointed when his term expires on 5/5/2011.

8.7 Motion made by Finelli, seconded by Bendoraitis to appoint Margaret McCaw as a new member of the Jonathan Trumbull Junior House Board of Historical Preservation to fill a vacancy, term to expire on 9/9/2013. Vote: Yes, unanimous.

8.8 Motion made by Bendoraitis, seconded by Finelli to reappoint Jan Van Woerkom and John Huling as members of the Solid Waste Commission for three-year terms to expire on 2/1/2014. Vote: Yes, unanimous.

Motion made by Bendoraitis, seconded by Finelli to add Item 8.9 to the Agenda: Discuss and act upon appointing an alternate member to a full member of the Solid Waste Commission. Vote: Yes, unanimous.

8.9 Motion made by Finelli, seconded by Bendoraitis to appoint David Geligoff as a full member of the Solid Waste Commission from an alternate seat, term to expire on 2/1/2012. Vote: Yes, unanimous.

8.10 Motion made by Bendoraitis, seconded by Finelli to accept, with regret and appreciation, the resignation of Eric Rohrbach from the Energy Task Force Committee, effective immediately. Vote: Yes, unanimous.

Motion made by Bendoraitis, seconded by Finelli to add Item 8.11 to the Agenda: Discuss and act upon appointing a new member to the Economic Development Commission. Vote: Yes, unanimous.

8.11 Motion made by Finelli, seconded by Bendoraitis to appoint Linda Reed as a new alternate member of the Economic Development Commission to fill a vacancy, term to expire on 2/1/2015. Vote: Yes, unanimous.

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

Tax Refunds – March 2011	
Shusta, Lawrence T. & Geraldine	\$99.44
Arigno, John R. & Mary M.	\$99.46
VW Credit Leasing LTD	\$43.41
Ancona, Benjamin	\$84.00
Berglund, Corinne S. & Larry G.	\$80.66
Church, Christopher C. and Nericcio, Holly A.	\$1,778.94
Withy, Mary B.	\$103.21
Merchants Automotive Gro.	\$89.52
Collins, Michael J. & Renee B.	\$128.18
Conley, Annamaria	\$7.16
Baird, Nancy	\$9.28
Phelan, Jerome & Marion	\$86.19
Johnson, David W. & Gorreck, Gloria L.	\$271.57
Oparowski, Dennis	\$315.59
Chase Auto Finance Corp	\$98.44
CAB East LLC	\$102.77
Wasylishyn, James A. Life Use, Wasylishyn, William A. Et al	\$82.86

Vote: Yes, unanimous.

10.0 The current report was distributed; no discussion was required.

11.0 Motion made by Finelli, seconded by Bendoraitis to adjourn at 7:15 pm. Vote: Yes, unanimous.

Respectfully Submitted,

Joyce R. Okonuk, First Selectman