

Board of Selectmen
REGULAR MEETING
March 1, 2011 – 5:00 PM
Town Hall
MINUTES

1.0 First Selectman Joyce Okonuk called the meeting to order at 5:04 pm. Selectmen John Bendoraitis and Linda Finelli, and Administrative Assistant Patti Handy were also present. Audience: 6.

2.0 **Public Forum**

None

3.0 **Minutes**

3.1 Motion made by Bendoraitis, seconded by Okonuk to approve the minutes from the February 15, 2011 Special Meeting. (Finelli was not present for this meeting). Vote: Yes (2), Bendoraitis and Okonuk, Abstain (1) Finelli. Motion carries.

3.2 Motion made by Finelli, seconded by Bendoraitis to approve the minutes from the February 24, 2011 Special Meeting. Vote: Yes, unanimous.

4.0 **Correspondence**

4.1 The Selectmen received a letter from a group of residents requesting use of the Town Green for a May Day Celebration. (See item 6.3 under New Business).

5.0 **Police Report**

None

6.0 **New Business**

6.1 The Selectmen received a request by Librarian Julie Culp to join the Municipal Employees Retirement Fund (MERF). This discussion will be taken up under Executive Session.

Motion made by Okonuk, seconded by Finelli to adjourn the order of the agenda and skip item 6.2 and continue with item 6.3 under New Business. Vote: Yes, unanimous.

6.2 Prioritized Capital Requests for FY 2011-12. (See below)

6.3 Kirsten Westbrook and Patricia Ohlund presented a plan for a May Day celebration on the Town Green to take place on May 1, 2011. The two residents have already looked in to the need for police coverage and bathroom facilities; they are also working with members of the Baptist Church. They plan to have numerous family activities including dancers, musical performers, May baskets and a traditional May Pole. The Selectmen were impressed with their organization and plans, and agreed to conditionally approve the use of the Green for the event. **Motion made by Bendoraitis, seconded by Okonuk to conditionally approve the use of the Town Green for the proposed May Day celebration, pending a more specific plan to be presented at the April 5, 2011 Selectmen's meeting. Vote: Yes (2), Okonuk and Bendoraitis, Abstain (1), Finelli. Motion carries.**

6.3 (See above)

6.4 Kirsten Westbrook, member of the Economic Development Commission, has been working along with John Bendoraitis to create a Visitor Information page on the Town website (www.lebanontownhall.org/w_visitor_info.htm). The page went "live" at the end of February and the Selectmen were very pleased with the result. Westbrook has created a very user-friendly, informative webpage with many links to various sites and activities in our town. Okonuk thanked Westbrook for her many hours spent on the page and complimented her on the beautiful results.

6.5 Alicia Wayland, Town Historian, was present to request that the Selectmen participate in an application to the Connecticut Humanities Council by the Lebanon Historical Society, on behalf of the Lebanon history consortium. The \$10,000 grant will fund the hiring of a part-time educator to work with the local museums to increase visits by school children. **Motion made by Okonuk, seconded by Bendoraitis to approve the participation in an application to the Connecticut Humanities Council by the Lebanon Historical Society, on**

behalf of the Lebanon history consortium, for a \$10,000 grant that will fund the hiring of a part-time educator. **Vote: Yes, unanimous.**

6.6 Wayland also presented a request for reappointment of part-time Museum Director for the Jonathan Trumbull Jr. House for the 2011 season with an increase in hours and salary. **Motion made by Bendoraitis, seconded by Finelli to reappoint Candice Brashears as part-time Museum Director for the Jonathan Trumbull Jr. House for the 2011 season, at a salary of \$20.67 per hour for a maximum of \$7,234.50, for 350 hours of work, with no benefits or holiday/sick time, funds to come from the Jonathan Trumbull Jr. House endowment fund. Vote: Yes, unanimous.**

Motion made by Okonuk, seconded by Finelli to adjourn the order of the agenda and enter into 11.0 Executive Session at 5:30 pm to discuss the request by the Librarian to join MERF. Julie Culp was invited to stay. Vote: Yes, unanimous.

Selectmen returned to regular session at 5:50 pm. Selectmen will direct the Finance Office to research the cost of the Librarian's request to join MERF. This issue will be revisited at a future meeting.

6.7 Okonuk reported that in response to the official offer letter sent to the applicant, she had received a letter of acceptance from Barbara Richardson Crouch for the position of Finance Director. **Motion made by Okonuk, seconded by Finelli to hire Barbara Richardson Crouch as full-time Finance Director, with a beginning salary of \$80,000, with an effective start date of April 4, 2011, based on the offer letter provided and accepted by Ms. Crouch. Vote: Yes, unanimous.** The Selectmen also expressed their thanks to Financial Consultant Jim Day for the excellent work he has done for the Town in the past 14 months, and wish him well in his next assignment.

Motion made by Okonuk, seconded by Finelli to return to item 6.2 under New Business: Prioritized Capital Requests for FY 2011-12. Vote: Yes, unanimous.

6.2 The Selectmen have submitted their Capital Requests for FY 2011-12 to the Board of Finance, combined with other departments and in prioritized order; the Capital Request has been reviewed by all the other departments. Discussion followed regarding the purchase of one plow truck versus two as originally requested by the Public Works Department. Bendoraitis felt strongly that if two trucks are in need of replacement then they should be replaced, but Okonuk felt that purchasing one truck in this fiscal year and one the following year would be more appropriate. **Motion made by Okonuk, seconded by Finelli to submit the Capital Request Budget for FY 2011-12 as presented to the Board of Finance. Vote: Yes, unanimous.**

7.0 Old Business

7.1 Selectmen briefly discussed the budget implications of hiring a full-time Assessor. No action.

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

8.1 **Motion made by Okonuk, seconded by Finelli to reappoint Joan Nichols as Tree Warden for one year, term to end 2/1/2011. Vote: Yes, unanimous.**

8.2 **Motion made by Okonuk, seconded by Finelli to reappoint Howard Wayland as Assistant Tree Warden for one year, term to end 2/1/2011. Vote: Yes, unanimous.**

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

Overturf, Lorraine M.	\$6.00
Farina, Linda B. & Lodi, Robert Jr., and Piragnoli, Elisa, and Lodi, Ronald	\$12.60
Pallein, Mark D. & Marta S.	\$2,788.36
Heushneider, Michael E. & Denise D.	\$794.06
Urban, Robert J.	\$617.15
Wengloski, Nicholas & Irene	\$694.82

Wyman, Lisa	\$154.08
Webster, Robert L. & Webster, Carole P.	\$63.93
Nissan Infiniti LT	\$127.96
Ford Motor Credit	\$114.63
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Ford Motor Credit	\$114.63
Ford Motor Credit	\$114.63
Ford Motor Credit	\$82.94

Vote: Yes, unanimous.

10.0 Financial Reports

Current Report was distributed; no discussion required.

11.0 Executive Session (took place after item 6.6)

12.0 Adjournment

Respectfully Submitted,



Joyce R. Okonuk, First Selectman