

Board of Selectmen  
**REGULAR MEETING**  
October 5, 2010 – 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: 6.

**2.0** **Public Forum**

None

**3.0** **Minutes**

**3.1** Motion made by Bendoraitis, seconded by Finelli to approve the minutes from the September 14, 2010 Regular Meeting. Vote: Yes, unanimous.

**3.2** Motion made by Bendoraitis, seconded by Okonuk to approve the minutes from the September 21, 2010 Special Meeting. Vote: Yes (2) Bendoraitis and Okonuk, Abstain (1) Finelli. Motion carries.

**3.3** The minutes from the September 28, 2010 Special Meeting were not yet ready for approval.

**4.0** **Correspondence**

**4.1** None

**5.0** **Police Report**

**5.1** Resident State Trooper Ron Turner was present to formally introduce himself to the Board of Selectmen, to give an update on his department and to explain a monthly Activity Report that was distributed to the Board. Turner reported that his transition into the Lebanon Police Department has been smooth, that the constables have “stepped up” traffic patrol and associated citations, and have generally assisted him in every way. Okonuk added that she has received very good feedback from the community on his presence. TFC Turner broke down the activity report so that it could be easily interpreted by the Selectmen. Turner thanked the Selectmen for including him in their meeting, and said that he has been made to feel very welcome as the new member of the town staff.

**6.0** **New Business**

**5.1** Okonuk reported that as part of a request from the Town Fire Marshal Scott Schuett, she has compiled a brief wage comparison with other similar towns listed in the 2010 CCM Wage Survey. Schuett and the Selectmen agreed that the information was rather vague and needed follow-up phone calls to gather more detail re hours worked, wages, and benefits (if included). Okonuk also stated that as the budget has already been approved for this fiscal year, any recommendation for an increase would either have to come from his operating budget or be budgeted in the next fiscal year. All agreed that a wage increase is due. More information will be obtained from other towns and brought back to another meeting. In addition, Selectmen requested Scott obtain revenue information from his department and provide to the Board.

**5.2** **Motion made by Bendoraitis, seconded by Finelli to Hire Noel Sorensen as a part-time substitute driver for the Lebanon Senior Van Program, at \$11.60 per hour, with no benefits. Vote: Yes, unanimous.**

**5.3** At the September 28, 2010 Special Meeting the Selectmen voted to approve spending up to \$2,000.00 for the wind turbine fence enclosure. Three quotes have been received as follows: Orange Fence and Supply Company, Orange, CT - \$2,863.00; All Around Fence Company, Ellington, CT - \$2,100.00; and Interstate Fence & Landscape, LLC, Lebanon, CT - \$2,000.00.

**Motion made by Okonuk, seconded by Bendoraitis to award the installation of the fence surrounding the wind turbine to Interstate Fence & Landscape, LLC, per project specifications, in the amount of \$2,000.00, funds to come from TIP Account #208-510-5117. Vote: Yes, unanimous.**

**5.4** **Motion made by Bendoraitis, seconded by Finelli to sign a Resolution for the First Supplemental Agreement between the State of Connecticut and the Town of Lebanon for the Tobacco Street Bridge Over the Ten-Mile River. (see attached) Vote: Yes, unanimous.**

**Motion made by Okonuk, seconded by Bendoraitis to add Item 5.5 to the agenda: “Discuss and act upon Lawnmower and Small Equipment Replacement.” Vote: Yes, unanimous.**

**5.5** Public Works Foreman Tom Conley could not be present for the meeting; however, he supplied the Board with a list of equipment that could be considered for a grant to replace environmentally inefficient equipment. The associated cost for replacement would be an 80/20 split between the grant and the town. Finelli expressed concern over the 20% town share. Bendoraitis felt that the grant would allow the town to purchase replacement equipment at 20 cents on the dollar—a very good value. Okonuk will speak with Conley and bring the issue back to a future meeting. No action.

**Motion made by Okonuk, seconded by Finelli to adjourn the order of the agenda and add Item 5.6 under New Business: “Discuss and act upon computer-related purchases for Town Hall. Vote: Yes, unanimous.**

**5.6** Okonuk had two items for the Board to consider. First, a special, large-size computer monitor is needed for the Recreation Coordinator, due to her visual impairment. Second, Okonuk has obtained some prices for a laptop computer for the Selectmen’s Office for minute taking at meetings, as was previously discussed at the August 10, 2010 Board of Selectmen’s meeting.

**Motion made by Finelli seconded by Okonuk to purchase a larger computer monitor for the Recreation Coordinator, cost not to exceed \$250.00, funds to come from TIP FF&E Discretionary Account #208-510-5117. Vote: Yes, unanimous.**

**Motion made Bendoraitis, seconded by Okonuk to purchase a laptop for the Selectmen’s Office, cost not to exceed \$600, funds to come from TIP FF&E Discretionary Account #208-510-5117. Vote: Yes (2), Okonuk and Bendoraitis, Abstain (1) Finelli. Motion carried.**

## **7.0 Old Business**

**7.1** Members of the Jonathan Trumbull Library Board of Trustees Judy Vertefeuille and Holli Sinkewicz and Library Director Julie Culp were present to discuss the Long Range Planning Study for the Library. They thanked Okonuk and Bendoraitis for attending their last meeting (as guests). The Trustees requested that the Selectmen approve the formation of a building committee for the recommended expansion and/or renovation of the Library. The Selectmen discussed the steps necessary to move this project forward including explaining the plan to the Board of Finance and requesting Finance recommend an appropriation for obtaining preliminary design and cost estimates. A building committee will also need to be created – both of these items needing town meeting approval. If the BOF will approve a request, then the Selectmen must call a Special Town Meeting to allow residents to vote on the expenditure, and vote to form a building committee. Members discussed some of the plan options with Town Planner Phil Chester who participated in the planning process leading to the report.

**Motion made by Bendoraitis, seconded by Finelli to request the Board of Finance allocate up to \$25,000.00 for the purpose of funding the preliminary design for renovations and an addition to the Jonathan Trumbull Library. Vote: Yes, unanimous.**

**7.2** Okonuk provided the Board with an update on her recommendation re the town’s involvement in joining a Health District. Okonuk has attended numerous planning meetings over the past three years with First Selectmen from several other towns in southeastern Connecticut. They met initially to evaluate the feasibility of creating a new health district, as opposed to joining an existing district, as the State Department of Health at that time had legislation proposed to make the joining of a district mandatory. There is no legislation pending at this time, and the pressure to join a district has been lifted. Knowing there is no mandate and given the fact that joining a district will most likely create a significant increase in the Health Department budget, Okonuk recommended to the Board that they let this matter become less of a priority and place on hold. She feels the time spent at planning meetings could be better spent in other areas. All agreed.

**7.3** Okonuk and Foreman Tom Conley have been working on the specifications and the invitation to bid for the window replacement project at the Town Hall. Once the OPM review of the specs has been completed, the project will be placed out to bid. The Selectmen agreed on striking a balance between the “R” factor of the window and the cost. Okonuk suggested they look for a mid-priced window that has a good energy rating and an affordable cost. In keeping with the original design, she recommends that a window style with grids be included in the specs as the original windows had snap in grids. The choice not

would be for grids encased between the panes for easier cleaning. Energy cost savings will be researched as part of the decision.

**7.4** Conley is still awaiting a third quote to replace the Town Hall front steps and not prepared to present to the Board at this meeting.

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

**8.1** Motion made by Bendoraitis, seconded by Finelli to appoint Julie Lane to the Energy Task Force Advisory Committee, on recommendation of the committee, term to be end of project. Vote: Yes, unanimous.

**8.2** Motion made by Bendoraitis, seconded by Finelli to accept, with sincere appreciation and recognition of years of service, the resignation of Glenn Cross from the Groton Utilities Board. Vote: Yes, unanimous.

**8.3** Motion made by Finelli, seconded by Bendoraitis to appoint Joyce Okonuk to the Groton Utilities Board to fill the vacancy left by Glenn Cross. Vote: Yes, unanimous.

Motion made by Okonuk, seconded by Finelli to add Item 8.4 to the agenda: "Discuss and act upon a resignation from the Jonathan Trumbull Library Board of Trustees." Vote: Yes, unanimous.

**8.4** Gloria Hanczar has submitted a resignation letter, effective September 14, 2010, from the Jonathan Trumbull Library Board of Trustees. Although this resignation requires no action from the Selectmen, they did request that a letter of appreciation be sent to Gloria for her years of volunteer service.

Motion made by Okonuk, seconded by Finelli to add Item 8.5 to the Agenda; "Discuss and act upon an appointment to the Jonathan Trumbull Library Board of Trustees." Vote: Yes, unanimous.

**8.5** The Republican Town Committee has recommended Kathy Marie Dunnett to fill the vacancy for the position on the Library Board of Trustees left by the resignation of Gloria Hanczar.

Motion made by Finelli, seconded by Bendoraitis to appoint Kathy Marie Dunnett to the Jonathan Trumbull Library Board of Trustees, term to run from date of appointment until the next municipal election on November 1, 2011. Vote: Yes, unanimous.

**9.0** Motion made by Finelli, seconded by Bendoraitis to accept the Tax Refunds for September 2010 as presented:

Pater, April K.	\$12.11
Marchand, Vital A. or Elizabeth F.	\$99.45
Waltenius, Mary K.	\$98.72
Ricard, Ronald or Heather M.	\$108.07
Auger, Elizabeth A.	\$53.87
McCaw, Arlene C. (Estate of)	\$32.23

**Vote: Yes, unanimous.**

**10.0 Financial Reports** – Distributed. No discussion required.

**11.0 Executive Session**

**12.0 Adjournment**

Respectfully Submitted,



Joyce R. Okonuk, First Selectman

