

Town of Lebanon
Board of Selectmen

REGULAR MEETING
Town Hall
December 1, 2009 – 6:00 P.M.

MINUTES

1.0 First Selectman Joyce Okonuk called the meeting to order at 6:00 pm. Selectmen John Bendoraitis and Linda Finelli and Administrative Assistant Patti Handy were also present. Audience 4; (Tom Conley and Kara Fishman joined the meeting at 6:40).

2.0 **Public Forum**
None

3.0 **Minutes**

3.1 Moved by Bendoraitis, seconded by Finelli to approve the minutes from the October 27, 2009 Regular Meeting, with the following amendment: Item 6.1 should read “Bendoraitis pointed out that the use of the funds must be decided on now, although the funds *may* not be available for one to two years.” Vote: Yes (2) Okonuk and Bendoraitis; Abstain (1) Finelli; motion carries.

3.2 Moved by Bendoraitis seconded by Finelli to approve the minutes from the November 3, 2009 Special Meeting. Vote: Yes (2) Okonuk and Bendoraitis; Abstain (1) Finelli; motion carries.

Moved by Okonuk seconded by Finelli to add Items 3.3 and 3.4 to the agenda; Vote: Yes, unanimous.

3.3 Moved by Okonuk seconded by Finelli to approve the minutes from the November 19, 2009 Special Meeting. Vote: Yes, unanimous.

3.4 Moved by Okonuk seconded by Finelli to approve the minutes from the November 23, 2009 Special Meeting. Vote: Yes, unanimous.

4.0 **Correspondence**

4.1 Selectmen received a letter from Keith LaPorte, Chairman of the Lebanon Democratic Town Committee, informing the Selectmen that the DTC had nominated Jason Huling to fill the vacancy on the Library Board of Trustees left by the resignation of Margaret McCormick. The Selectmen agreed to add the appointment to the agenda later in the meeting.

5.0 **Old Business**

5.1 Alicia Wayland was present to discuss the maintenance and repair issues at the Jonathan Trumbull Jr. House Museum. Wayland presented an extensive list that was compiled by Museum Director Candice Brashears. Wayland said that much of the work could be completed by John Dudek, the Town Handyman, but that some areas require more specialized attention. She requested that the museum be allowed to contact Tom Linsky, a restoration specialist who replaced beams in the museum in the past, to evaluate rot and give an estimate for repair. She also would like an exterminator to evaluate damage and treatment options. The Selectmen agreed that Wayland should seek the necessary estimates and present them to the Board at a later meeting.

5.2 Okonuk reported on the status of handicap ramp at Town Hall. She said that she is still looking into various options and was informed by a local architect that a waiver could not be obtained from the state to re-build the ramp as it is as it no longer meets ADA requirements. She stated that she is waiting on another plan from this architect and will bring to a future meeting

5.2 Selectmen discussed the Fire Safety Complex Hall and Kitchen upgrades that need to be done; the funds available in the Capital Budget for this project are \$20,500. The Selectmen agreed that the drop ceiling replacement should be done first. Bendoraitis said that an electrician told him light fixtures need to be re-installed differently than at present and should be hung directly from the attic supports, not attached to the drop ceiling as at present. Their type of installation does not meet current building code. Bendoraitis said that there are two options for the ceiling insulation: #1 is insulated tiles, #2 is batting squares on top of the tiles. Bendoraitis suggested having two separate ceiling bids options, one for each method, and then a third bid for the walls. Selectmen also discussed the options for wall coverings and decided that paint would be the most practical, and that the bid should include removal of old wall surface, repair, prep and painting. Okonuk will develop specs and bring them back to a later meeting. Finelli added that if funds allow the burners on the kitchen stove also need to be replaced. Bendoraitis suggested that if the funds are not available from the improvement account, then perhaps they could pay for the stove repair out of TIP.

6.0 New Business

6.1 Residents Ron Cowles and Bill Jestreby were present to discuss their concerns regarding voter identification at Town Meetings. Both men feel that the Town should pass an ordinance instituting voter ID checks at all town meetings for everyone entering the room. They feel that people are attending and voting at town meetings who are not eligible to vote in the town of Lebanon i.e. stacking a room with non-voters to push through a specific issue. Cowles and Jestreby challenged what they believe to be the validity of the opinion provided to the Selectmen from Town's Attorney Ron Ochsner that stated it would be a violation of the Freedom of Information regulations to require all persons entering the room to be identified. They strongly urged the Selectmen to take immediate action on their request. Okonuk stated that she would not make any decision based on Cowles' and Jestreby's opinion of the Town Attorney's legal opinion. The Selectmen listened to the resident's concerns at length, and agreed to look into the matter further. Okonuk assured the residents that if the Selectmen concur that Lebanon's Town Meetings are not being conducted in a legal or ethical manner then they would certainly address it and consider any changes necessary. The residents asked Okonuk to notify them directly when the Board made a decision.

6.2 A Town Hall employee has requested she be placed on Family Medical Leave Act (FMLA) so she may provide care for her seriously ill spouse. The employee has exhausted her sick and vacation time. Town Hall and Public Works employees, however, have generously donated some of their own sick and vacation days to extend the paid leave of absence for the employee for approximately another month. Okonuk asked if the Selectmen would consider allowing holiday pay during this period. Bendoraitis and Finelli both questioned the legality and appropriateness of this, and felt that it should not be considered. Bendoraitis added that he would not object to extending the time period of holding the employee's position if need be and Finelli agreed. The Selectmen discussed the insurance coverage and agreed that as long as the leave is in effect, the insurance coverage would continue. Okonuk said that she will document the period of leave.

6.3 Okonuk reported on the insulation of the attic at Town Hall. She said that she has obtained two estimates for the project: Quality Insulation, Inc. for \$5,895.00; and C & R Insulation, Inc. for \$1,465.00. Upon review of the estimates, Public Works Foreman Tom Conley felt confident that C & R would be able to complete the job at the estimated cost. Moved by Bendoraitis, seconded by Finelli to award the bid for insulation of the attic of Town Hall to C & R Insulation of N. Franklin for \$1,465.00, funds to come from TIP. Vote: Yes, unanimous.

6.4 Selectmen discussed going out to bid for hay and corn at the Fire Safety Complex, Senior Center and Solid Waste Facility for 2010-2012. In an effort to reduce spending, they agreed that advertising will be limited to posting on the Town's web site and sending the bid specs to previous bidders.

6.5 Moved by Finelli seconded by Okonuk to approve the 2010 Meeting Schedule for Board of Selectmen with changes as noted. (See attached). Vote: Yes, unanimous.

6.6 Tom Conley presented the cost for replacement of the water heater at Community Center, which is leaking badly and needs to be replaced. He has obtained two different estimates, and he outlined the costs as well as the pros and cons of each system. The first option is to replace the electric heater with a comparable unit, work done by John Dudek and the Public Works department for approximately \$700.00. The second option is to replace the unit with an energy efficient tank-less on-demand propane unit, purchased and installed by Carboni Plumbing for the total cost of \$3,500.00. The Selectmen discussed the advantages and disadvantages of both, and agreed that in the interest of long-term energy conservation the tank-less unit would be more efficient. Moved by Okonuk seconded by

Bendoraitis to authorize the purchase and installation of a tank-less water heater from Carboni Plumbing, cost not to exceed \$3,500.00, funds to come from Community Center Fund. Vote: Yes, unanimous.

Moved by Okonuk seconded by Finelli to add Item 6.7 to the agenda: Discuss and act upon authorizing the First Selectman to participate in the application process for the Department of Energy Block Grant entitled "Connecticut Community Energy Savings Project." Vote: Yes, unanimous.

6.7 Kara Fishman, Chairman of the Energy Task Force Advisory Committee was present to discuss the application process for the Connecticut Clean Energy Communities Program – Community Energy Savings Project. Fishman and the Selectmen discussed whether or not a resolution was required, and it was agreed that it was not needed at this point in the application process; however, a letter of intent must be signed by the First Selectman and sent to the Secretary of Energy before December 14, 2009.

Moved by Bendoraitis seconded by Finelli to authorize the First Selectman to sign the letter of intent for the Connecticut Clean Energy Communities Program – Community Energy Savings Project. Vote: Yes, unanimous.

Moved by Bendoraitis, seconded by Okonuk to add Item 6.8 to the agenda to: Discuss and act upon a request from the Tyler Field building Committee. Vote: Yes, unanimous.

6.8 Okonuk explained that she had received a letter from Jeff Walsh, Chairman of the Tyler Field Building Committee, requesting that the Selectmen have a sign posted at Tyler Field alerting the public that the field is closed, and that a lock be provided for the gate. Walsh also requested the use of the town's wood chipper for clearing the area with volunteers, but Okonuk denied this request as she does not want volunteers to be operating such dangerous piece of equipment.

Move by Okonuk, seconded by Finelli to authorize the Public Works Department to post the requested sign and provide a lock for the gate, funds to come from Buildings and Grounds. Vote: Yes, unanimous.

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

7.1 Moved by Finelli seconded by Bendoraitis to accept with regret and appreciation the resignation of Jose Lotts from the Recreation Commission. Vote: Yes, unanimous.

7.2 Moved by Okonuk, seconded by Finelli to accept with regret and appreciation the resignation of Josiah Burnham as Deputy Director of Emergency Management. Vote: Yes, unanimous.

7.3 Moved by Okonuk seconded by Finelli to appoint Nick Poppiti to the Recreation Commission, filling the vacancy left by the resignation of Jose Lotts, term to expire on 02/01/2011. Vote: Yes, unanimous.

7.4 Okonuk explained that she has received two applications for the open position on the Commission on Aging. Although she has had a recommendation from the Commission Chairman, the Selectmen agreed that they would like a recommendation from the entire Commission on Aging before approving an appointment. Okonuk will obtain a recommendation and bring it to a subsequent meeting.

7.5 There was a question raised regarding the open position on the Energy Task Force Advisory Committee that is posted on the web. A resident has expressed interest in serving on the committee. The Chairman, Kara Fishman was present at the meeting and said that although they could really use an alternate member (or two), the Selectmen would need to review the motion made that originally formed the Energy Committee and prepare a revision adding the alternate seats. There are no regular openings at this time. Okonuk will review and bring back at later date.

Moved by Okonuk seconded by Finelli to add Item 7.6 to the agenda: Discuss and act upon an appointment to the Vo-Ag Building Committee. Vote: Yes, unanimous.

7.6 Okonuk explained that she had received an application from Mark Tollman to join the Vo-Ag Building Committee and she personally felt that he would be a very good choice. Moved by Okonuk, seconded by Finelli to appoint Mark Tollmann to the Vo-Ag Building Committee, term to end at the completion of the project. Vote: Yes, unanimous.

Moved by Okonuk seconded by Finelli to add Item 7.7 to the agenda: Discuss and act upon a resignation from Flood and Erosion Control Board. Vote: Yes: unanimous.

7.7 Okonuk reported that she had received a letter from John Meli providing his resignation from the Flood and Erosion Control Board. Moved by Bendoraitis seconded by Finelli to accept, with regret and appreciation for many years of service, the resignation of John Meli from the Flood and Erosion Control Board. Vote: Yes, unanimous.

Moved by Okonuk, seconded by Finelli to add Item 7.8 to the agenda: Discuss and act upon an appointment to the Jonathan Trumbull Library Board of Trustees. Vote: Yes, unanimous.

7.8 Moved by Bendoraitis seconded by Finelli to appoint Jason Huling to the Library Board of Trustees to fill the vacancy left by the resignation of Margaret McCormick. Vote: Yes, unanimous.

8.0 Financial Reports

Selectmen briefly discussed the financial reports.

9.0 Tax Refunds for November 2009

NAME	AMOUNT
Thibeault, Kyle	\$248.36
Troy, Daniel F.	\$32.16
Zongol, Donald J. OR Zongol, Donald J., Jr.	\$26.47
Keroak, Brian R.	\$160.39
Manning, Oliver J.	\$33.23
Toyota Motor Credit Corp.	\$92.64
Nissan Infiniti LT	\$121.29
Bud Behling Leasing Inc.	\$44.82
Chase Man Auto Fin Corp.	\$150.96
GMAC	\$186.05
Brounley, David A. (and First American)	\$2,487.74
Grayson, Horace OR Grayson, Theresa	\$13.24
Grayson, Horace	\$10.47
Ricard, Ronald and Heather	\$13.10
Buckley, Melissa B.	\$10.39
Bessette, Jeannine	\$6.15
Shea, Richard A.	\$27.58

Moved by Bendoraitis seconded by Finelli to approve the tax refunds for November as presented. Vote: Yes, unanimous.

10.0 Executive Session

None

11.0 Moved by Bendoraitis seconded by Finelli to adjourn at 8:05 pm. Vote: Yes, unanimous.

Respectfully Submitted,

Joyce R. Okonuk, First Selectman