

BOARD OF SELECTMEN  
**SPECIAL MEETING**  
November 3, 2015, 4:00 p.m.

**Town Hall**  
**MINUTES**

**Members Present:** First Selectman Joyce Okonuk, Selectman Linda Finelli, and Selectman John Bendoraitis **Also Present:** Administrative Assistant Linda McDonald and Reporter Cory Sipe from the Willimantic Chronicle

1.0 Call to Order: J. Okonuk called the meeting to order at 4:00 p.m.

2.0 Discuss and act upon approving the minutes from the October 27, 2015 Special Meeting.

L. Finelli MOVED to approve the minutes from the October 27, 2015 Special Meeting as presented. J. Okonuk SECONDED. MOTION CARRIED 3:0:0.

3.0 Discuss and act upon disbanding the School Building Committee.

J. Okonuk said the committee has not met since 2010 and the deficit was zeroed out at Town Meeting on 4/14/2015.

J. Bendoraitis MOVED to disband the School Building Committee. L. Finelli SECONDED. MOTION CARRIED 3:0:0.

4.0 Discuss and act upon transition period for new Board of Selectmen.

Discussion followed on how to handle the transition. The last official day as First Selectman for J. Okonuk is November 16, 2015. J. Bendoraitis said, given that Lebanon is in unprecedented territory it makes sense to allow for a transition. J. Okonuk said the town has many important projects that are on-going that need explanation and detail and to orient the new First Selectman to many things including an overview of the computer system and office procedures and a general overview of current projects. She said she is willing to do this until November 20, 2015 after which she would be available by phone. J. Bendoraitis said, for purposes of the official employment record, J. Okonuk's last day in elected office would be November 16, 2015 and her last day of employment would be November 20, 2015. J. Okonuk said the compensation is of no consequence to her. She just wants to provide the transition. She said she would accept whatever the Finance Office advises as compensation for those transition days and that she has a call in to Municipal Employees Retirement System (MERS) about it.

J. Bendoraitis MOVED that the last day on payroll for Joyce Okonuk will be November 20, 2015 and she will be compensated at a rate of twenty dollars per hour for the remaining four days, unless MERS permits those days to be without wage, and, if so, that would be the Board's decision. L. Finelli SECONDED. MOTION CARRIED 2:0:1 with J. Okonuk abstaining. For the record, J. Okonuk stated she would make herself available to the new administration beyond this period by telephone or in person should the need arise.

5.0 Discuss and act upon replacing sections of damaged vinyl siding on the Fire Safety Complex.  
No action.

6.0 Discuss and act upon approving a job description for the Board of Finance Recording Secretary.

J. Okonuk said that the Finance Director and Chair of the Board of Finance have approved this job description. Discussion followed and language in the job description was slightly amended.

J. Bendoraitis MOVED to approve the job description for the Board of Finance Recording Secretary as amended. L. Finelli SECONDED. MOTION CARRIED 3:0:0.

7.0 Discuss and act upon authorizing the installation of fence/pad for one outside run at Animal Pound. Still waiting for feedback from other towns in the Regional ACO District. No action.

8.0 Executive Session – Personnel matter: The BOS entered into Executive Session at 4:16 p.m.

Executive Session ended 4:50 p.m.

9.0 Adjournment: J. Bendoraitis MOVED to adjourn the meeting at 4:50 p.m. L. Finelli SECONDED. MOTION CARRIED 3:0:0.

Respectfully Submitted,

A handwritten signature in black ink that reads "Joyce R. Okonuk". The signature is written in a cursive, flowing style.

Joyce R. Okonuk, First Selectman

Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.