

BOARD OF SELECTMEN
SPECIAL MEETING
October 27, 2015, 1:00 p.m.
Town Hall
MINUTES

Members Present: First Selectman Joyce Okonuk, Selectman Linda Finelli, and Selectman John Bendoraitis
Also Present: Public Works Director Brandon Handfield, Town Planner Phillip Chester, Alicia Wayland, Jim Mello, Corey Sipe from The Chronicle and Administrative Assistant Linda McDonald

- 1.0 Call to Order: J. Okonuk called the meeting to order at 1:05 p.m.
- 2.0 Public Forum: No public comment.
- 3.0 Correspondence: No correspondence.
- 4.0 Financials: J. Okonuk said she prepared a detailed report for consideration at the October 20, 2015 Board of Finance (BoF) meeting and met with the Chairman prior to the meeting to explain the YTD expenditure details of Account #400 Legal. The BoF was to be asked to authorize additional funds in the budget due to expenses to date, however the BoF took no action as there was no Selectmen present at meeting.

5.0 **New Business**

Discuss and act upon:

5.1 Clean Energies Community Municipal Pledge.

J. Okonuk explained that this pledge allows the town to apply for additional energy grants for town or residents' initiatives. J. Bendoraitis MOVED to authorize the First Selectman to sign the Clean Energy Communities Municipal Pledge. L. Finelli SECONDED. MOTION CARRIED 3:0:0.

5.2 Status of evergreens at the Jonathan Trumbull Library.

J. Okonuk said she received an email from Vin Shea of the Library Building Committee requesting the BOS make plans to remove the evergreen tree by the library after the tree lighting this year. J. Okonuk said the tree removal has to be done in concert with the library expansion project. The tree has become too large for the volunteers (Kurt Bender and Mark Tollmann and their families) to climb and install the lights. As such, it was their recommendation the lighted tree come down and be replaced regardless of the library project. A. Wayland said the architectural plans for the library project should be completed by spring and the project put out for construction bid right after.

Discussion followed. L. Finelli suggested lighting another tree on a temporary basis next year. B. Handfield said it is more economical to remove that evergreen along with all the trees that need to come down as part of the library project at the same time. There are apparently three trees that require removal, two on the south and one on the north side of library.

J. Bendoraitis MOVED that the town contribute \$1,000.00 toward the removal of the trees but that the actual removal of the trees be coordinated by the Library Building Committee, funds to come from TIP. J. Okonuk SECONDED. Discussion followed. L. Finelli said the Library Building Committee should be

able to find \$1,000.00 in the library projects funds to pay for removal of the trees. J. Okonuk said the BOS should keep its prior word that it would work with the library to remove the largest evergreen tree. MOTION CARRIED 2:1:0 with L. Finelli opposed.

5.3 Disbanding the Charter Commission.

J. Bendoraitis said the work of the Charter Commission has been completed and MOVED to disband the Charter Commission effective October 27, 2015. J. Okonuk SECONDED. MOTION CARRIED 3:0:0.

5.4 Resolution to Adopt the Updated Multi-Jurisdictional Hazard Mitigation Plan.

P. Chester said this is a requirement of FEMA. This document was developed while the Town of Lebanon was a member of the Windham Council of Governments (WINCOG). The Town then joined the Southeast Connecticut Council of Governments when WINCOG was disbanded. This document has to be merged into SECCOG records in order for the Town to be eligible for disaster funding.

J. Bendoraitis MOVED to adopt and authorize the First Selectman to sign the Multi-Jurisdictional Hazard Mitigation Plan Update 2015 Resolution for the former Windham Region Council of Governments (WINCOG) Towns of Columbia, Coventry, Lebanon, Mansfield, Willington and Windham. L. Finelli SECONDED. MOTION CARRIED 3:0:0.

5.5 Authorizing Open Space Appraisals for the Dearborn, Kaye, Wolf, Drum and Preli Properties.

J. Okonuk MOVED to authorize Open Space Appraisals for the Dearborn, Kaye, Wolf, Drum and Preli Properties. L. Finelli SECONDED. Discussion followed.

Town Planner P. Chester stated these are recommendations from the Conservation and Agriculture Commission and began to describe each of the properties mentioned beginning with the Dearborn property.

Dearborn property – P. Chester said appraisals were done before with state funds but the two appraisals were far apart and negotiations fell through. A third (and more current) appraisal would assist in negotiations. P. Chester said the appraisal of \$4,000.00 would be the only cost to the town.

The consensus of the Board was to consider each property separately. J. Okonuk withdrew her prior motion and L. Finelli withdrew her prior second of the motion.

J. Bendoraitis MOVED to authorize an Open Space appraisal in the amount of \$4,000.00 for the Dearborn property, funds to come from previously authorized soft cost funds in the Open Space account. J. Okonuk SECONDED. MOTION CARRIED 3:0:0.

P. Chester reported that the Kaye property requires no action.

Wolf property – P. Chester said the owner is looking to sell land outright and he has no commitment yet from the property owner. Discussion followed. The consensus of the Board is that this situation does not meet the open space criteria as it pertains to qualifying appraisals. No action was taken.

Drum and Preli properties – P. Chester reported the partnerships have gone through but since the prior appraisals are more than a year old, a supplemental appraisal of \$2,500.00 each are required in order to receive USDA funds and allow for the closing.

J. Okonuk MOVED to authorize supplemental appraisals of the Drum and Preli properties in the amount of \$5,000.00, funds to come from the Open Space account. L. Finelli SECONDED. MOTION CARRIED 3:0:0.

5.5 Authorization to apply to State of Ct. for an Ag. Viability Grant for the Farmers Market, Open Space Appraisals and Conservation and Agriculture Commission town-wide newsletter.

J. Bendoraitis MOVED to authorize the Town Planner to apply to the State of Connecticut for a \$16,000.00 Agriculture Viability Grant for the Farmers Market, Open Space Appraisals and Conservation and Agriculture Commission town-wide newsletter. J. Okonuk SECONDED. MOTION CARRIED 3:0:0.

5.6 Authorizing payment for sander rack compliance upgrades for DPW facility.

B. Handfield said the chains for the sander rack that aren't tagged are not compliant. This would be a modest expense to fix a safety issue. J. Bendoraitis MOVED to authorize payment to Genalco, Inc. for replacement materials for the sander rack at the DPW facility at a cost of \$1,376.52 and additional costs of installation, total cost of project not to exceed \$1,750.00, funds to come from TIP Acct. #208-00-10-5100. L. Finelli SECONDED. MOTION CARRIED 3:0:0.

5.7 Authorizing the installation of fence/pad for one outside run at Animal Pound.

J. Okonuk explained this installation is for safety purposes in situations when handling, feeding, or cleaning kennels of aggressive/dangerous dogs. She said although this is a regional pound, structural changes or repairs to the pound have usually been covered by the town as the other towns pay rent for the pound. J. Bendoraitis and L. Finelli asked Okonuk will go back to other towns in the District to request a cost share for this project. There was no action on this agenda item.

5.8 Accepting the resignation of the Director of Public Works/Town Engineer.

The Board expressed appreciation of Brandon Handfield and wished him good luck. The employment ad has been posted on several sites. The new BOS will be involved in the hiring. The members complimented Handfield on the elevated professionalism he brought to the job and wished him best in his new endeavor.

6.0 Departmental Update

6.1 Senior Center Use Policy: J. Okonuk reported she is meeting with the Senior Center Director to draft Senior Center policies and procedures, using those received from the Town of Colchester as the basis of the design, adding, deleting and editing as necessary to be appropriate for Lebanon's use.

7.0 Minutes

Discuss and act upon:

7.1 Approving the minutes from the October 5, 2015 Public Hearing.

J. Bendoraitis MOVED to approve the minutes from the October 5, 2015 Public Hearing as presented. L. Finelli SECONDED. MOTION CARRIED 3:0:0.

7.2 Approving the minutes from the October 6, 2015 Regular meeting.

L. Finelli MOVED to approve the minutes from the October 6, 2015 regular meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

7.3 Approving the minutes from the October 15, 2015 Public Hearing.

J. Bendoraitis MOVED to approve the minutes from the October 15, 2015 Public Hearing as presented. L. Finelli SECONDED. MOTION CARRIED 3:0:0.

7.4 Approving the minutes from the October 15, 2015 Special Meeting

J. Okonuk MOVED to approve the minutes from the October 15, 2015 special meeting as presented. L. Finelli SECONDED. MOTION CARRIED 3:0:0

7.5 Approving the minutes from the October 16, 2015 Special Meeting.

L. Finelli MOVED to approve the minutes from the October 16, 2015 special meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0

8.0 Old Business

8.1 Replacing sections of damaged vinyl siding on the Fire Safety Complex. No action.

8.2 Approving a job description for the Board of Finance Recording Secretary. No action.

9.0 Appointments

Discuss and act upon:

10.1 Appointment to the Commission on Aging.

At their meeting on October 19, 2015, the Commission on Aging (COA) voted to recommend to the BOS the appointment of Elizabeth Shilosky to the COA following their review of five letters of interest.

J. Okonuk MOVED to appoint Elizabeth Shilosky to the Commission on Aging to fill a vacancy, term ending 2/1/2017. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

10.0 Adjournment: L. Finelli MOVED to adjourn the meeting at 2:05 p.m. J. Okonuk 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.