

Board of Selectmen
SPECIAL MEETING
June 25, 2013 – 5:00 PM
Town Hall
MINUTES

- 1.0 First Selectman Joyce Okonuk called the meeting to order at 5:06 pm. Selectmen Linda Finelli and John Bendoraitis and Administrative Assistant Patti Handy were also present. Audience: 2
- 2.0 The following three bids for Janitorial Service for Town Buildings for one year were received:
- CAP Maintenance Solutions LLC of North Haven, CT: \$213,600.00
 - Service Master of Waterford, CT: \$46,228.00
 - S. J. Service of Danvers, MA: \$24,348.00

Of the three bids submitted the highest bid was eliminated as it far exceeds the budgeted amount available. The lowest bid was submitted from an unknown, out-of-state contractor who has never toured the facilities and shows no evidence of other contracts in the state of Connecticut. Bendoraitis also noted that the bid specs were not included as part of this submission, so there is some concern that the bidder is not fully aware of the scope of the bid requirements. The middle bid is from a known contractor who has been servicing the Lebanon Senior Center for the past year and has just renewed their contract; the Town has been very pleased with their service. Further information will need to be obtained regarding the lowest bidder prior to making a decision. Okonuk will contact Richard Chabot, the current custodian, to ask if he would be willing to continue his services until more information can be obtained on the low bidder; item will be tabled until the next regular Selectmen's meeting on July 9th. No action.

- 3.0 **Motion made by Bendoraitis, seconded by Finelli to hire Veronica Calvert as full-time Finance Director effective July 1, 2013. Vote: Yes, unanimous.**
- 4.0 **Motion made by Okonuk, seconded by Bendoraitis to adjourn at 5:53 pm. Vote: Yes, unanimous.**

Respectfully Submitted,



Joyce R. Okonuk, First Selectman