

Board of Selectmen
SPECIAL MEETING
November 13, 2012 – 5:00 PM
Town Hall
MINUTES

1.0 First Selectman Joyce Okonuk called the meeting to order at 5:00 pm. Selectman John Bendoraitis and Town Planner Philip Chester were also present; Selectman Linda Finelli was absent due to illness.

2.0 Motion made by Okonuk, seconded by Bendoraitis to enter into Executive Session at 5:01 p.m. to discuss Item 2.1: Pending litigation regarding seasonal zoning. Vote: Yes, unanimous. Phil Chester was invited to join the session.

Selectmen returned to Regular session at 5:20 p.m. and will return to Executive Session at the end of the meeting to discuss Item 2.2: Possible litigation involving the Greenman-Card Cemetery. Administrative Assistant Patti Handy joined the meeting. Audience: 6.

3.0 **Public Forum**
None

4.0 **Minutes**

4.1 Motion made by Bendoraitis, seconded by Okonuk to approve the minutes from the October 2, 2012 Regular Meeting amended as follows: Item 6.6 under New Business should read: “It was the recommendation of *Okonuk, Schuett and the contractor* that mowings be increased in both New Lebanon and Goshen (cemeteries) for the next contract year, increasing each by two mowings per year. Vote: Yes, unanimous.

4.2 Motion made by Bendoraitis, seconded by Okonuk to approve the minutes from the October 11, 2012 Special Meeting. Vote: Yes, unanimous.

4.3 Motion made by Bendoraitis, seconded by Okonuk to approve the minutes from the October 19, 2012 Special Meeting. Vote: Yes, unanimous.

5.0 **Correspondence**
None

6.0 **Police Report**

6.1 Not available at this time.

7.0 **New Business**

7.1 Information on the Security proposal for Town Hall was not available at the time of the meeting. No action.

7.2 Ryk Nelson, President of the Friends of Lake Williams was present along with other lake residents to discuss a request for a drawdown of Lake Williams for non-native invasive weed control. Okonuk has discussed the situation in detail with Charles Lee of the CT DEEP and is inclined to agree with Lee’s written recommendation that the lake be drawn down by three feet during the winter months. Lee explained that if invasives are exposed to freezing temperatures for approximately two weeks, both variable water milfoil and fanwort plants will freeze thus slowing the spread of both when the water is returned to normal levels. Lee and Okonuk both want shorefront property owners to understand that this drawdown is not to be utilized as an opportunity to construct retaining walls or to encroach into the lake. Okonuk added that any changes to shorefront property or lake bottom must first be approved by the Inland Wetlands Commission and appropriate permits must be obtained. She also stated that she will inform the residents of the intended drawdown via Lebanon Life and the Town’s website of these regulations. DEEP will also receive a letter announcing the drawdown plan.

Motion made by Bendoraitis, seconded by Okonuk to authorize a winter drawdown of Lake Williams for the purpose of controlling non-native invasive plants, to begin on or before December 1, 2012 lasting for a period not to exceed March 1, 2013, at which time the drawdown shall not exceed 3’ below the current high water mark, as requested by the Friends of Lake Williams and supported by the Lake Williams Beach Association and the CT DEEP. Vote: Yes, unanimous.

7.3 Darcy Battye, Coordinator of the Lebanon Senior Center was present to request that the Selectmen approve the purchase of a replacement computer for the Senior Center. Battye has consulted an independent IT person and has found a pc to suit the needs of the center. **Motion made by Okonuk, seconded by Bendoraitis to authorize the purchase of a replacement pc for the Senior Center Public Kiosk, cost not to exceed \$650, funds to come from TIP Account #208-620-6200. Vote: Yes, unanimous.**

7.4 Battye discussed bid specifications and permission from the Selectmen to solicit bids for a portico to be built at the Senior Center. The Selectmen reviewed the specifications and made minor changes and recommendations. **Motion made by Okonuk, seconded by Bendoraitis to advertise the bid for the construction of a portico at the Lebanon Senior Center. Vote: Yes, unanimous.**

7.5 **Motion made by Okonuk, seconded by Bendoraitis to authorize a 2% Cost of Living Adjustment (COLA) to the wage of the Director at the Jonathan Trumbull Library, retroactive to 7/1/2012. Vote: Yes, unanimous.**

7.6 **Motion made by Okonuk, seconded by Bendoraitis to approve the Board of Selectmen's meeting schedule for 2013. Vote: Yes, unanimous. (SEE ATTACHED).**

7.7 **Motion made by Okonuk, seconded by Bendoraitis to approve the Holiday Schedule for Town Hall hours as follows: Friday, December 21, 2012 – Town Hall will close at 1:00 p.m. for the employee holiday luncheon; Monday, December 24, 2012 – Town Hall will close at 1:00 p.m. for Christmas Eve; Monday, December 31, 2012 - Town Hall will close at 1:00 p.m. for New Year's Eve. Vote: Yes, unanimous.**

7.8 The Selectmen received a request from S & J Lawn Care to extend their contract for two years. The Selectmen have been extremely satisfied with the work performed by S&J for the past many years and with that said, agreed to extend their contract, with a modest increase, as requested. **Motion made by Okonuk, seconded by Bendoraitis to renew the Mowing and Maintenance of Town Property contract with S&J Lawn Care for all town properties, excluding cemeteries, in the amount of \$24,000 per year for two years; price reflects the rising cost of fuel and related expenses, contract to expire on December 31, 2014. Vote: Yes, unanimous.**

7.9 The Selectmen discussed the process for reviewing and updating local ordinances. It was decided that Okonuk would work with staff on the needed changes and present drafts accordingly to the other Selectmen for their feedback.

7.10 Selectmen discussed the status of the newly-formed Town Charter Study Committee and the Public Works Facilities Study Committee. The first meeting dates for both committees have been set and regular meetings of both committees will commence in December.

7.11 Due to additional interest in the Town Charter Study Committee, Okonuk recommended increasing the number of members from seven to eight. **Motion made by Okonuk, seconded by Bendoraitis to increase the number of members on the Town Charter Study Committee from seven to eight members. Vote: Yes, unanimous.**

8.0 **Old Business**

8.1 Bendoraitis presented a progress update on the telecommunications project for Town Hall. Since the last meeting in October he has consulted with The Walker Group, who provided some recommendations. Bendoraitis also met with a representative from Charter Cable who will be providing him with a quote for the proposed upgrade of the telephone and internet systems in the building. He also recommends keeping at least one non-digital phone line for use during power outages and all agreed.

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

9.1 **Motion made by Bendoraitis, seconded by Okonuk to reappoint Christine Warner to the Economic Development Commission for a five-year term to expire on 2/1/2018, as recommended by the EDC. Vote: Yes, unanimous.**

9.2 **Motion made by Bendoraitis, seconded by Okonuk to accept the resignation of Betsy Petrie from the Town Charter Study Committee due to schedule conflicts. Vote: Yes, unanimous.**

9.3 **Motion made by Okonuk, seconded by Bendoraitis to appoint Deborah Martin to the Town Charter Study Committee term to expire at the completion of the project. Vote: Yes, unanimous.**

Motion made by Okonuk, seconded by Bendoraitis to appoint Ron Bender to the Town Charter Study Committee term to expire at the completion of the project. Vote: Yes, unanimous.

9.4 **Motion made by Okonuk, seconded by Bendoraitis to appoint Jim Hallene to the Public Works Facilities Study Committee, term to expire at the completion of the project. Vote: Yes, unanimous.**

10.0 Motion made by Bendoraitis, seconded by Okonuk to approve the Tax Refunds for October 2012 presented as follows:

Smith, Amy	\$0.32
Smith, Samuel D.	\$9.44
Warner, Christopher M. & Jennifer M.	\$310.14
Warner, Christopher M. & Jennifer M.	\$321.78
Warner, Christopher M. & Jennifer M.	\$331.96

Vote: Yes, unanimous.

11.0 The Selectmen reviewed the Financial Reports as provided by the Finance Office.

Motion made by Okonuk, seconded by Bendoraitis to re-enter Executive Session at 6:36 p.m. to discuss possible litigation involving the Greenman-Card Cemetery. Vote: Yes, unanimous. Howard Wayland, Chairman of the Cemetery Commission was invited to attend the session.

Selectmen returned to regular session at 6:45 p.m. No action.

12.0 Motion made by Okonuk, seconded by Bendoraitis to adjourn at 6:46 p.m. Vote: Yes, unanimous.

Respectfully Submitted,



Joyce R. Okonuk, First Selectman