

Board of Selectmen  
**SPECIAL MEETING**  
December 15, 2011 – 5:00 PM  
Town Hall

**MINUTES**

- 1.0** The meeting was called to order by First Selectman Joyce Okonuk at 5:10PM. Selectmen Linda Finelli and John Bendoraitis were in attendance. Audience: 0
- 2.0** Selectmen continued to review and compare responsibilities and associated wages in the wage matrix for non-union, part-time employees. Changes were made to the matrix based on present wages and seniority. John will finish up the spreadsheet and email to the Selectmen's Office in final format. **Moved by Bendoraitis/Finelli to adopt the non-union, part-time employee wage matrix for FY12-13, for budgeting purposes only. Vote: Yes, unanimous**  
The Selectman's Office will distribute the approved matrix with a cover letter to all chairmen of boards, commissions, committees and departments.
- 3.0** In speaking with the Emergency Management Director, there are three locations where telephone jacks will be required to accommodate the new permanent Emergency Operations Center telephone line. Costs have been obtained for the line installation and the total cost may vary depending on the amount of work required. It was recommended by Bendoraitis that one telephone be purchased by the EMD that will plug into a jack and then to purchase two extensions that will work off electricity but not require additional jacks—could save money on installation and be more convenient. **Moved by Bendoraitis/Finelli to authorize up to \$250.00 for the Emergency Operations Center communications project, funds to come from TIP. Vote: Yes, unanimous**
- 4.0** Selectmen began to review operating budgets for FY12-13 and will continue the process at their next meeting.
- 5.0** **Moved by Finelli/Bendoraitis to adjourn the meeting at 7:03 PM. Vote: Yes, unanimous**

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