

Board of Selectmen  
**SPECIAL MEETING**  
December 2, 2010 – 5:00 PM  
Town Hall  
**MINUTES**

**1.0** First Selectman Joyce Okonuk called the meeting to order at 5:04 pm. Selectman Linda Finelli and Administrative Assistant Patti Handy were also present; Selectman John Bendoraitis joined the meeting at approximately 5:15 pm. Audience: 11.

**2.0** **Minutes**

**2.1** **Motion made by Finelli seconded by Okonuk to approve the minutes from the November 9, 2010 Special Meeting, amended as follows:** Item 6.5 under New Business should read: “On October 28, 2010, Phil Chester attended a meeting of the Board of Historical Preservation for the Jonathan Trumbull Jr. House Museum for a presentation by the Commission on Culture & Tourism for a grant to conduct a Historic Resources Inventory of Lebanon. The grant would provide for a detailed inventory of many town historical buildings. Motion made by Bendoraitis, seconded by Finelli to authorize the First Selectman to apply to the Commission on Culture and Tourism for a \$20,000.00 grant to execute a detailed inventory of as many historical town buildings as funds will allow. Vote: Yes, unanimous.” Also, Item 6.6 under New Business should read: “The Board of Historical Preservation for the Jonathan Trumbull Jr. House Museum has met twice with the Circuit Rider of the Connecticut Trust for Historic Preservation for presentations on grants available from the Trust and other sources to conduct a Historic Structure Report (HSR). A team of experts in historic architecture, engineering and materials would examine the building’s historical use, provide a condition’s assessment with an order of priority for repairs with cost estimates, and provide options for preservation, restoration and interpretation. The Board of Historical Preservation requests that the Selectmen designate funds from the Jonathan Trumbull Jr. House endowment for use as matching funds for anticipated grants. Motion made by Bendoraitis, seconded by Okonuk to designate \$15,000.00 from the Jonathan Trumbull Jr. House endowment fund to be restricted for the use of matching funds for anticipated grants. Vote: Yes, unanimous.”

**Vote: Yes, unanimous.**

**2.2** **Motion made by Okonuk seconded by Bendoraitis to approve the minutes from the November 18, 2010 Special Meeting, amended as follows:** Item 4.0, should read: “References were *checked* on the low bidder Frank Martier of Sterling, Connecticut for the ARRA-funded grant for...” Also, under Item 5.0, this sentence should read: “...stated that the position of Town *Accountant* must become the centralized location for all fiscal records/operations.” In addition, following the sentence should state: “...and numerous other ideas outlined in her recommendations. *Additionally, Savitsky recommends making the position of Town Accountant a full-time position.*” **Vote: Yes, unanimous.**

**3.0** **Police Report**

**3.1** The Selectmen reviewed the most recent police report from Resident State Trooper Ron Turner. Okonuk summarized the report which detailed the number and type of police responses for Nov.

**4.0** **New Business**

**4.1** The following bids were received for the waste oil furnace for the Public Works Garage:

- Tri-Town Mechanical of Jewett City: \$17,000.00.
- Yankee Service Company, LLC of Canterbury: \$9,155.00
- Connecticut Cleaning & Heating of Simsbury: \$7,995.00

**Motion made by Finelli, seconded by Okonuk to award the contract for purchase and installation of a waste oil furnace at the Public Works Garage to the apparent low-bidder, Connecticut Cleaning & Heating of Simsbury in the amount of \$7,995.00, pending review of bid specifications and references. Vote: Yes, unanimous.**

**4.2** The Selectmen received a petition signed by the residents of Adam’s Heights Road and Adam’s Circle requesting that a street light that was removed due to budgetary cuts last year be replaced. Their concerns were for both road safety and crime prevention. The Selectmen listened to their concerns, and agreed to have the light re-installed. **Motion made by Finelli, seconded by Okonuk to request that CL&P reinstall the light on pole #2055 at the corner of Card Street and Adam’s Heights Road in response to the residents’ petition for improved public safety. Vote: Yes, unanimous.**

**Motion made by Okonuk, seconded by Finelli to suspend the order of the agenda and take up Item 4.11 next. Vote: Yes, unanimous.**

#### **4.3 (See Below)**

**4.11** Phil Chester, Town Planner requested the Selectmen sign a Resolution authorizing the First Selectman to apply for a \$20,000 grant from the CT Commission on Culture & Tourism. Chester explained that the non-matching fund grant would pay for an assessment of historical town properties and would enable the town to become a local certified government, the designation of which will allow the possibility of future grants. **Motion made by Bendoraitis, seconded by Okonuk to sign the Resolution authorizing the First Selectman to apply for a \$20,000 grant from the CT Commission on Culture & Tourism. Vote: Yes, unanimous. (See attached).**

**Motion made by Okonuk, seconded by Finelli to suspend the order of the agenda and move into Executive Session at 5:30 pm for the purpose of discussing negotiations for the potential purchase of state land. Phil Chester and Tom Conley were invited into the session. Vote: Yes, unanimous.**

**Returned to Regular Session at 5:35 pm.**

**Motion made by Okonuk, seconded by Bendoraitis to return to the normal order of the agenda and take up Item 4.3. Vote: Yes, unanimous.**

**4.3** The Selectmen reviewed the correspondence received from the Energy Task Force Advisory Committee regarding the promotion of Green Energy in Lebanon. The Selectmen agreed that the Energy Committee should take the lead on doing the research necessary to negotiate a better group rate on electricity for the community and after completing the research and data compilation, should then present their recommendation to the Board of Selectmen. Bendoraitis will relay the message to the Committee. No action.

**4.4** Okonuk explained that she had received a suggestion from Animal Control Officer Brice Padewski, to possibly utilize the retired Senior Van for the purposes of transporting animals, in crates, to the Regional Pound. ACOs presently use their own vehicles for this purpose and receive a modest mileage stipend. Selectmen felt that the present arrangement was more cost-efficient than putting another vehicle on the road and further discussed the method by which the town could dispose of the retired van. Tom Conley, Public Works Foreman, suggested having Petrowski Auctioneers in Franklin handle the sale. The Selectmen agreed and asked Conley to make the arrangements. The Selectmen also stated that the revenue from the sale of the van should be returned to the van budget to off-set future replacement of vehicles. **Motion made by Okonuk, seconded by Finelli to dispose of the retired Senior Transport Van in the most expeditious manner possible. Vote: Yes, unanimous.**

**4.5** The Selectmen discussed a request from the Recreation Commission regarding the installation of a water/septic line between the Lebanon Elementary School and the Ed Lazur Pavilion at the Aspinall Property. The Commission has researched their options, but as the project would involve school property, the Board of Education needs to approve it as well. The Selectmen felt that a Special Selectmen's Meeting should be held including members of the Board of Ed, Recreation Commission, Town Sanitarian, and engineer to fully explore the options. No action.

**4.6 Motion made by Finelli, seconded by Bendoraitis to approve the meeting schedule for the Board of Selectmen for 2011 as follows:** The Board of Selectmen meets the first Tuesday of every month in the upper level Conference Room in the Town Hall at 5:00 pm, unless otherwise noted: January 11, 2011; February 1, 2011; March 1, 2011; April 5, 2011; May 3, 2011; June 7, 2011; July 12, 2011; August 2, 2011; September 13, 2011; October 4, 2011; November 1, 2011; December 6, 2011. **Vote: Yes, unanimous.**

**4.7 Motion made by Okonuk, seconded by Finelli to approve the transfer of cemetery plot #1034 in the New Lebanon Cemetery from resident Kathy King to resident Lynn Galovich in response to a request by both parties. Vote: Yes, unanimous.**

**4.8** The members of the 2010 Governor Trumbull Celebration Committee have concluded their work and requested that the Selectmen dissolve the Committee. **Motion made by Okonuk, seconded by Finelli to dissolve the 2010 Governor Trumbull Celebration Committee, with sincere appreciation for the efforts of the Committee and success of the celebration. Vote: Yes, unanimous.**

**4.9** The State of Connecticut DOT requires that the Board of Selectmen sign a Resolution for the new Senior Van Agreement. **Motion made by Finelli, seconded by Bendoraitis sign a Resolution authorizing the First Selectman to sign and execute agreements and contracts on behalf of the Town of Lebanon with the CT Department of Transportation. Vote: Yes, unanimous. (See attached).**

**4.10** The State of Connecticut requires that the Board of Selectmen sign a Resolution for the 2011 STEAP Grant for Tyler Field. **Motion made by Finelli, seconded by Bendoraitis to sign a Resolution authorizing the First Selectman to execute on behalf of the Town of Lebanon a Personal Services Agreement with the State of Connecticut for financial assistance for improvements to Tyler Field and Aspinall Recreation Complex, STEAP 2011-09. Vote: Yes, unanimous. (See attached).**

**4.11** (See Above)

**4.12** The Selectmen discussed the Fire Marshal's request for a review of his salary for FY 2011-12. Since this matter was discussed at the October 5, 2010 meeting, Okonuk has obtained more information pertaining to the wages of Fire Marshals in towns of similar population. She has also recently attended a meeting of the Windham Regional Council of Governments where the possibility of regionalizing the Fire Marshal position was discussed. Due to the fact that there are no concrete plans to make any regional position at this time, the Selectmen agreed that an adjustment in the Fire Marshal's salary was long overdue. **Motion made by Bendoraitis, seconded by Okonuk to increase the Fire Marshal's salary to \$12,000.00 for FY 2011-12, and would therefore not be subject to the annual COLA. Vote: Yes, unanimous.**

**5.0** **Old Business**

**5.1** No action required.

**5.2** At the November 9, 2010 Selectmen's meeting, the Board voted to approve \$600.00 for the purchase of a new computer for the Town Clerk. The actual cost came to \$709.00. **Motion made by Okonuk, seconded by Finelli to approve an additional \$109.00 for the purchase of a new computer for the Town Clerk, funds to come from TIP – Non-discretionary. Vote: Yes, unanimous.**

**6.0** There were no Appointments/Reappointments

**7.0** **Tax Refunds**

**7.1** **Motion made by Okonuk, seconded by Finelli to approve the Tax Refunds for November 2010 as follows:**  
Campbell, Joseph \$8.29  
**Vote: Yes, unanimous.**

**8.0** **Financial Reports**

The Selectmen Reviewed the financial reports provided by the Finance Department and found no areas of concern. Okonuk reported that she had met with Interim Accountant Jim Day and Public Works Foreman Tom Conley and had examined the Capital Budget thoroughly; specifically the balances left in specific highway/bridge line items. They determined that between funds left over from other projects and reimbursements from the State LoCIP, there would be enough available funds to cover the replacement of the Waterman Road Bridge, without having to take short-term notes. Although the Board of Finance has already authorized the Selectmen to take this matter to Town Meeting for the borrowing authorization, Okonuk will present these new financial results to the Finance Board this month to see if they wish to change their approach. The Selectmen agreed that paying for the repairs out of available funds is preferable to borrowing or bonding the money.

**9.0** **Executive Session**

**9.1** (See above)

**10.0** **Motion made by Okonuk, seconded by Finelli to adjourn at 6:30 pm. Vote: Yes, unanimous.**

Respectfully Submitted,



Joyce R. Okonuk, First Selectman