

Board of Selectmen
SPECIAL MEETING
August 10, 2010 – 5:00 PM
Town Hall
MINUTES

- 1.0** First Selectman Joyce Okonuk called the meeting to order at 5:02 pm. Selectmen John Bendoraitis and Linda Finelli were also in attendance. Also present: Patti Handy, Administrative Assistant, Phil Chester, Town Planner, Tom Conley, Public Works Forman. Audience: 20.

2.0 **Minutes**

- 2.1** Moved by Finelli, seconded by Bendoraitis to approve the minutes from the July 13, 2010 Regular Meeting, amended as follows: Item 8.0 should include the list of approved tax refunds for June 2010 which were approved at that meeting:

Tax Refunds for June 2010

<i>NAME</i>	<i>AMOUNT</i>
<i>Satonick, Jessica</i>	<i>\$30.00</i>
<i>CAB East, LLC</i>	<i>\$190.99</i>
<i>Dube, David & Maureen</i>	<i>\$5.44</i>
<i>Murano, Adam</i>	<i>\$153.71</i>
<i>Minahan, Cheyenne</i>	<i>\$1.60</i>

Vote: Yes, unanimous

- 2.2** Moved by Finelli, seconded by Bendoraitis to approve the minutes from the July 29, 2010 Special Meeting. Vote: Yes, unanimous.

- 2.3** Moved by Finelli, seconded by Bendoraitis to approve the minutes from the August 3, 2010 Special Meeting. Vote: Yes, unanimous.

3.0 **Correspondence**

- 3.1** Okonuk read a memo from Alicia Wayland regarding the Living History Encampment on the Town Green on October 2-3 which is sponsored by the Lebanon Historical Society.

4.0 **Police Report -** None

5.0 **New Business**

- 5.1** Okonuk opened and read aloud the bids for Road Resurfacing, Chip Sealing and Reclamation and Paving of Leonard Bridge Road. The results are as follows:

Road Resurfacing

<u>Contractor</u>	<u>Bid</u>
B& W Paving & Landscaping, LLC	\$195,000.00
Charles Pasteryak, Jr. Inc.	\$210,082.60
All State Asphalt	\$220,074.00
American Industries	\$227,000.00
Empire Paving, Inc.	\$280,750.00
Hain Materials Corp.	\$288,000.00

Chip Sealing

<u>Contractor</u>	<u>Bid</u>
Gorman Group	\$102,844.00
Comer Contracting, Inc.	\$103,989.35
All State Asphalt, Inc.	\$146,285.70

**Reclamation, Paving & Grading of
Leonard Bridge Road**

<u>Contractor</u>	<u>Bid</u>
American Industries	\$89,000.00
All State Asphalt	\$89,381.32
B&W Paving & Landscaping, LLC	\$91,378.00
Charles Pasteryak, Jr. Inc.	\$94,083.00
Hain Materials Corp.	\$94,850.00
Tilcon Connecticut, Inc.	\$120,190.00

The Public Works Foreman will review the bids with the First Selectman and the contracts will be awarded at a Special Board of Selectman's meeting next week.

5.2 Okonuk explained that the old lap top computer for the Selectman's Office is no longer working. Okonuk would like to replace it with a new one for use at meetings both in and outside the Town Hall. Bendoraitis suggested perhaps a notebook computer would be sufficient for her purposes. She will compare models and prices and bring comparisons back to a future meeting.

5.3 Town Clerk Susan Coutu requested that the Board of Selectmen sign a Resolution for the FY 2011 Historic Documents Preservation Program, the funds from which are used to preserve documents within her vault. Motion made by Finelli, seconded by Bendoraitis to sign this Historic Documents Preservation Program Resolution as requested. Vote: Yes, unanimous. (See attached).

5.4 Byron Lennox, Burning Official for the Town, reported to the First Selectman that while on a call as the Burning Official he was attacked by dog which caused him to fall. Although his injuries were minor, his cell phone, which was purchased by the town, through an Emergency Management Grant was broken. Lennox obtained a replacement cost from Verizon Wireless of \$299.99. The Selectmen agreed that they would replace the cell phone, but they would also like it insured for future repair or replacement. Okonuk will ask Lennox to obtain the additional cost for insurance on the new phone, and she will bring it back to a future meeting for approval. No action.

5.5 Highway Foreman Tom Conley presented three quotes to move stone walls associated with paving on Waterman Road as follows:

Nikko's Masonry, Waterbury - \$5,000.00

Tom Clark, Hebron - \$9750.00

VAZ Masonry, LLC, New London - \$13,750.00

Motion made by Bendoraitis, seconded by Finelli to award the masonry contract for moving the stone walls on Waterman Road to Nikko's Masonry in the amount of \$5,000.00, funds to come from Annual Capital Expense Account #220-020-5347. Vote: Yes, unanimous. Conley also explained that the Town will need to obtain an easement for construction purposes to open two sightlines, but it will not be a permanent easement. Paving will follow after the road improvements are completed.

5.6 Conley explained that due to budget cuts in other departments, the Public Works mechanic is now servicing the Senior Vans and the Police vehicle, and the associated labor costs are coming out of the Highway budget. Conley feels that these departments should cover the cost of labor for vehicle maintenance. Bendoraitis suggested that this should be brought to the Board of Finance to propose reallocation of funds for the next fiscal year. Conley added that the issue of the Highway Department plowing the three schools is a similar issue that needs to be addressed. The Selectmen agreed that there should be a meeting between the Board of Selectmen and the Board of Education and/or the Facilities Subcommittee to discuss the issue of snowplowing. Okonuk will set up the meeting and pull the budgets for the Vans and the Police Department for future discussion. No action.

Motion made by Okonuk, seconded by Finelli to adjourn the order of the agenda and take up Item 6.2 under Old Business. Vote: Yes, unanimous.

6.3 Okonuk has obtained quotes for replacing the front steps of Town Hall, and for the purchase and installation of lighting for the steps: James D. Frasier, Stone Mason - \$4,000.00 to rebuild the two sets of steps and reset the handrails, cost includes all materials and labor; Major Electric Supply - \$764.25 for three Arch Bronze Bollard fixtures with bulbs; Nichols and Son Electric: \$800.00 (rough estimate) to install and run power to the fixtures.

Motion made by Okonuk, seconded by Finelli to proceed with the replacement of the two sets of Town Hall front steps, including the purchase and installation of three light fixtures and associated electrical costs in the amount not to exceed \$5,800.00, funds to come from TIP Account 208-510-5117. Vote: Yes (2) Okonuk and Finelli, Abstain (1) Bendoraitis. Motion carries.

Motion made by Okonuk, seconded by Finelli to return to the order of the agenda. Vote: Yes, unanimous.

5.7 Members of the Jonathan Trumbull Library Board of Trustees were present to discuss the Planning Report for the Jonathan Trumbull Library from the Donohue Group. The report was very detailed and offered several options for future improvements and expansion of the existing library. Discussion included the possibility of expanding in phases versus a one-time major expansion. The Selectmen advised the Library Trustees to meet and adopt the Plan and to get quotes from architects for the design. They will then need to bring the request for hiring an architect to the Board of Finance. The issue would then have to go to Town Meeting for approval to form a building committee and to go out to bid for an architect. Bendoraitis strongly suggested that they try to find people from former building committees to serve, as their experience would be a tremendous help. Resident Bill Jestreby questioned whether or not the study takes into account the trend towards electronic media. Julie Culp, Librarian,

and Holly Sinkewicz, Chairman of the Board of Trustees assured Jestreby that the future plans for expansion include a variety of information services, such as access to the internet, but also stressed that many people still prefer printed books versus electronic, and that many cannot afford to buy electronic books. The library is also considered a community meeting space for people of all ages to hold discussion groups, tutoring sessions and attend lectures. Okonuk stated that the Board of Trustees are moving in the right direction, but they need to take every opportunity to educate the community as to the needs and future plans so that when the questions comes to a Town Meeting for approval the residents will already be informed. No action.

6.0 Old Business

6.1 Dori Bruce, Chairman of the Ethics Code Drafting Committee was present along with members of the Committee to review their recommendations for a draft Code of Ethics for the Town. They presented a revised Code, along with proposed forms and procedures for revealing conflicts of interest and filing a complaint. The Selectmen had reviewed the documents prior to the meeting and made several suggestions for further revisions. Bruce said that they had worked very hard to reduce the length of the Code, keep it simple and direct, but still retaining the substance. . Okonuk stated that she was very pleased with the changes that the Committee had made to the proposed code, particularly with the way it is structured. There was further discussion regarding the application and oversight of the code as well as the administration of documents associated with complaints. Resident Bill Jestreby asked a question about potential problems with having employees sign a disclosure form, and could this present a conflict with unions? Okonuk said that she would certainly have the code reviewed by the Union representatives, but she did not anticipate any problems. Further discussion included the legality and necessity of creating an Ordinance for the Code of Ethics and establishing a Ethics Committee; Okonuk will review this with the Town's attorney. Bruce will make the changes to the documents as suggested, and will e-mail the revision to Okonuk for consideration at a future meeting. No action.

6.2 Okonuk gave an update on the proposed solar panel installation on Town buildings. She said that following the Special BoS Meeting on August 3, 2010 she notified the contractor to proceed with the installations on the roof of the Senior Center and on the ground at the Fire Safety Complex. No action.

6.3 (See above)

6.4 Okonuk reported that she has obtained approval from the State of Connecticut regarding the EECBG Project modification for window replacement at Town Hall. The contract has been signed and returned to the State, but she must wait for their final response(phone call) before going ahead with the work. Motion made by Bendoraitis, seconded by Finelli to approve the EECBG Project modification for window replacement at Town Hall. Vote: Yes, unanimous.

7.0 Appointments/Reappointments to, and Resignations from, Boards, Commissions and Committees

7.1 Based on the recommendation of the Cemetery Commission Chairman, Howard Wayland, the Selectmen agreed to reappoint all members of the Cemetery Commission in accordance with the newly passed Ordinance. Motion mad by Okonuk, seconded by Finelli to reappoint all members of the Cemetery Commission with term end dates as follows: Robert Parker, term to end 2/1/2011; Howard Wayland, term to end 2/1/2011; Keith LaPorte, term to end 2/1/2012; Shaun McCarthy, term to end 2/1/2012; Dorothy Roberts, term to end 2/1/2013; Keith Wentworth, term to end 2/1/2013 and Marc Lang, term to end 2/1/2013. Vote: yes, unanimous.

7.2 Motion made by Okonuk, seconded by Finelli to accept with regret and appreciation, the resignation of Ron Bergeron from the Energy Task Force Committee. Vote: Yes, unanimous.

Motion made by Okonuk seconded by Finelli to accept with regret and sincere appreciation for all the work she has done, the resignation of Kara Fishman from the Energy Task Force Committee. Vote: Yes, unanimous.

7.3 Motion made by Okonuk, seconded by Finelli to accept with regret and appreciation, the resignation of Amy Fraser-Riley from the Jonathan Trumbull Jr. House Board of Historical Preservation Vote: Yes, unanimous.

8.0 Financial Reports

Selectmen discussed the financial reports. Following the first month of the new fiscal year, all is well.

9.0 Motion made by Okonuk, seconded by Bendoraitis to approve the Tax Refunds for July 2010 as presented:

Haynes, John E II	\$113.53
Sedlmeier, William K or Sedlmeier, Martin A.	\$118.51

Vote: Yes, unanimous.

10.0 Executive Session - None

11.0 Motion made by Okonuk, seconded by Finelli to adjourn at 8:05 pm. Vote: Yes, unanimous.

Respectfully Submitted,

Joyce R. Okonuk, First Selectman