

Board of Selectmen
SPECIAL MEETING
June 1, 2010 – 5:00 PM
Town Hall

MINUTES

1.0 The meeting was called to order by First Selectman Joyce Okonuk at 5:10 PM. Selectmen John Bendoraitis and Linda Finelli were present. Audience: 7

2.0 **Minutes**

2.1 Moved by Bendoraitis, seconded by Finelli to approve the minutes from the April 27, 2010 Special Meeting. Vote: Yes, unanimous

2.2 Moved by Finelli, seconded by Bendoraitis to approve the minutes from the May 18, 2010 Special Meeting. Vote: Yes, unanimous

2.3 Moved by Finelli, seconded by Bendoraitis to approve the minutes from the May 25, 2010 Special Meeting. Vote: Yes, unanimous

3.0 **Correspondence**

None

4.0 **New Business**

4.1 Craig Bradway from DCS Energy was invited to address the Selectmen at the request of Energy Task Force Advisory Committee Chair, Kara Fishman. Bradway outlined the program that DCS Energy is offering to small towns. DCS will install a small solar voltaic system on the roof of any town building with an acceptable roof and southern exposure, at no cost to the town. The system would be technically leased for five (5) years with no payments, and at the end of the lease the town may purchase the system for \$1.00. The system would be between 5KW and 10KW, which would provide approximately \$100.00 - \$200.00 of electricity per month. The town would be responsible only for installation permit fees and insurance coverage for the system. DCS will also provide a link on their website that monitors the usage and energy savings of the system. This is made possible by a Federal government program which will provide a tax benefit for the company. The program is set to expire at the end of 2010 however, so the system must be installed by December 31, 2010.

Motion made by Bendoraitis, seconded by Finelli to authorize Craig Bradway of DCS Energy to investigate the appropriateness of the installation of a solar voltaic system on town buildings. Vote: Yes, unanimous.

4.2 Energy Task Force Advisory Committee Chair, Kara Fishman, gave an update from the Committee on the CT Clean Energy Fund Community Innovations Grant. The grant has been used for several purposes, most recently to provide \$1,500.00 in scholarships for Lyman High School students who competed in an energy challenge science contest. Fishman has also placed ads in Lebanon Life showing the progress made with energy conservation, and has been actively pursuing free solar installations.

4.3 Fire Marshall Scott Schuett was present to discuss revising the Outside Burning Ordinance that was last updated in 1970. His suggestions include raising the fine for not obtaining a permit from \$25.00 to \$100.00, and removing the items relating to incinerators. He also recommended removing references to Fire Warden, Fire Chief and Deputy Fire Marshal pertaining to the issuance of burning permits, as those positions either do not exist, or are not authorized to issue permits. Motion made by Bendoraitis, seconded by Finelli to revise the Outside Burning Ordinance as recommended by the Fire Marshal and to bring it to the next Town Meeting for approval. Vote: Yes, unanimous.

4.4 The Selectmen discuss the need to sign a revised version of the Resolution for Clean Water Funding authorizing the First Selectman to enter into and sign contracts with the DEP. The original version was signed by WPCA Chairman Jason Hofmann as directed by the State. Now however, the State has requested that this Resolution be signed by the Board of Selectmen. Motion made by Bendoraitis, seconded by Finelli to sign the revised version of the Resolution for Clean Water Funding which authorizes the First Selectman to enter into and sign contracts with the DEP. Vote: Yes, unanimous. (Resolution attached).

4.5 The Selectmen discussed the mowing quotes that were received for the Town Center Parking Lot. There were two quotes: S & J Lawncare in the amount of \$75.00, and Ron Drum, also for \$75.00. The Selectmen agreed that since the two quotes were for the same amount, that it would be in the best interests of the Town to stay with S & J Lawncare who already have a contract with the Town for mowing other Town-owned land. Motion made by Okonuk, seconded by Bendoraitis to amend the current contract with S & J Lawncare to include the Town Center Parking Lot at the additional cost of \$75.00 per mowing. Vote: Yes (2) Okonuk and Bendoraitis; Abstain (1) Finelli. Motion carries.

4.6 Chris Warner, member of the Economic Development Commission, presented the Commission's plan to hold a tag sale on the Green sometime in October. Warner's plan was based on one used by the town of Colchester. Discussions regarding the handling of revenues and expenditures associated with the tag sale were held. Okonuk suggested that the EDC meet with the Board of Finance to see if a Fund Account could be established. Any proceeds from the sale will be donated to the town. Motion made by Finelli, seconded by Bendoraitis to allow the EDC to hold a tag sale on the Green on October 16, 2010. Vote: Yes, unanimous.

5.0 Old Business

5.1 Library Trustees requested this item be held at a future meeting. No action.

5.2 Motion made by Okonuk, seconded by Bendoraitis to request that the Board of Historical Preservation for the Jonathan Trumbull Jr. House provide the Selectmen with a historically appropriate design and cost to install a portico over the front door of the Jonathan Trumbull Jr. House Museum, as was previously discussed at the April 6, 2010 meeting. Vote: Yes, unanimous.

5.3 Motion made by Bendoraitis, seconded by Finelli to approve the additional expense of \$150.00 to reimburse Thomas Linskey for the purchase and installation of bolts to secure the front door, as part of the previously approved contract for repairs to the front door at the Jonathan Trumbull Jr. House, funds to come from the Jonathan Trumbull Jr. House endowment fund. Vote: Yes, unanimous.

5.4 The Selectmen discussed a new contract with Walker Systems which will provide bi-monthly service rather than monthly, at a cost of \$726.00 per year for one year. The cost of phone-in support will stay the same. Motion made by Okonuk, seconded by Finelli to enter into a new contract with Walker Systems Support which includes bi-monthly routine service at a cost of \$726.00 per year, contract expiring on 6/30/11. Vote: Yes, unanimous.

5.5 Motion made by Okonuk, seconded by Finelli to waive the sealed bid requirements as outlined in the Ordinance on Competitive Bidding to consider the quote from Coit Excavating, Inc. for the replacement of the sidewalks at the Community Center. The waiver is warranted due to the fact that Coit Excavating has previous experience working for the town, they are presently working on the adjacent parking lot and walkway, and they are available to start immediately. Vote: Yes, unanimous.

5.6 Motion made by Finelli, seconded by Bendoraitis to award the contract for the replacement of the sidewalks at the Community Center to Coit Excavating, Inc. in the amount of \$6,300.00. Vote: Yes, unanimous. Okonuk also informed the Board that the steps at the Community Center may have to be repaired or replaced as it was discovered the steps are cracked and need to be leveled before the new sidewalk is installed. Levelling the sidewalk may cause the steps to crack through entirely. Okonuk to investigate and advise outcome.

5.7 Motion made by Finelli, seconded by Bendoraitis to authorizing the following expenditures for the Hugh Adams Dedication: Staples Office Supply - \$30.00 for invitations; JoAnn Fabrics - \$317.01 for framing of portrait; Mystic River Foundry - \$980.00 for plaque; Quintana's Memorials - \$175.00 to install plaque; Arrow Paper - \$167.74 for paper goods, for a total of \$1,671.75, funds to come Special Events, Hugh Trumbull Adams Memorial & Dedication, account #100-455-5328 from the FY 09-10 budget. Vote: Yes, unanimous.

Okonuk also asked to have upcoming expenses approved in advance. Motion made by Finelli, seconded by Bendoraitis to approve the following expenditures for the Hugh Adams Dedication with “up to” expenses as follows: \$575.00 luncheon; \$75.00 shuttle van driver; \$120.00 flowers; and \$300.00 for miscellaneous expenses, totalling \$1,070.00, funds to come from Special Events, Hugh Trumbull Adams Memorial & Dedication, account #100-455-5328 from the FY 09-10 budget. Vote: Yes, unanimous.

- 5.8** The town and school budgets recently passed at Referendum and contained a 3% wage increase for elected officials and part-time, non-union employees. Moved by Bendoraitis, seconded by Finelli to authorize a 3% salary increase for elected officials and part-time, non-union employees as budgeted in the FY 2010-11 Budget; Finance to provide all Selectmen with copies of the present year wage schedule as well as the new schedule reflecting the increase. Vote: Yes, unanimous. It was noted that the Public Works Director position still needs review and action.

6.0 **Appointments/Reappointments to, and Resignations from, Boards, Commissions and Committees**
None

7.0 **Financial Reports**
None

8.0 **Tax Refunds for May 2010**

NAME	AMOUNT
Ford Motor Credit (52557)	\$193.83
Ford Motor Credit (52565)	\$116.47
Ford Motor Credit (52556)	\$193.83
Ford Motor Credit (52564)	\$116.47
Ford Motor Credit	\$227.06
Ford Motor Credit	\$131.60
Jackson, Emily K.	\$9.15
Mulcahy, Lori	\$660.26

Motion made by Okonuk, seconded by Bendoraitis to approve the tax refunds for May as presented. Vote: Yes, unanimous.

9.0 **Executive Session**
None

10.0 **Adjournment**
Motion made by Bendoraitis, seconded by Finelli to adjourn at 6:55 pm. Vote: Yes, unanimous.

Respectfully Submitted,



Joyce R. Okonuk, First Selectman