

Board of Selectmen
SPECIAL MEETING
Town Hall
November 21, 2008 – 9:00 AM

MINUTES

- 1.0 The meeting was called to order at 9:08 AM by First Selectman Joyce Okonuk. Selectmen John Bendoraitis and Russ Blakeslee were also present. Audience: 0
- 2.0 Rather than purchase a new TV/DVD for training of town staff, it was suggested that the Selectmen put a notice on the town website to solicit a donation of an older tube-style color TV. Joyce will do so before she proceeds to purchase a new one.
- 3.0 It is anticipated that there will be a high level of attendance for the upcoming World War II Veterans Program on November 25th, consequently the First Selectman requested an additional \$125.00 to provide food/drink for the guests. Moved by Bendoraitis, seconded by Blakeslee to appropriate an additional \$125.00 from TIP Account – Discretionary Funds FF&E – Selectmen. Vote: yes, unanimous.
- 4.0 Moved by Bendoraitis, seconded by Blakeslee to accept, with regret, the resignation of Mary Ellen Wieczorek, Administrative Assistant to the Selectmen, effective December 1, 2008. Vote: yes, unanimous
The Selectmen thanked Mary Ellen for her dedicated service to the Office of the Selectmen and wish her the best in her new position.
- 5.0 Following the resignation of Assistant Town Clerk Lori Tollmann, the Town Clerk Sue Coutu advertised the Assistant position resulting in many resumes being submitted. Three candidates were interviewed and it was the recommendation of the Town Clerk that Mary Ellen Wieczorek be hired as the new Assistant Town Clerk. Moved by Bendoraitis, seconded by Blakeslee to hire Mary Ellen Wieczorek as the Assistant Town Clerk, effective December 1, 2008, at a rate of \$15.71/hour.
- 6.0 Moved by Bendoraitis, seconded by Blakeslee to advertise the position of Administrative Assistant to the Selectmen. Vote: yes, unanimous
- 7.0 The Tax Collector, Joyce Hofmann, explained that she had advertised the part-time position of Tax Clerk, interviewed three candidates, and is recommending the hiring of Paul Spedaliere as the new part-time Tax Clerk. Moved by Bendoraitis, seconded by Okonuk to hire Paul Spedaliere as a part-time Tax Clerk in the Tax Collector's Office, at the rate of \$12.65/hour, effective November 13, 2008. Vote: yes, unanimous
- The Selectmen passed over item 8.0 until after Executive Session.
- 9.0 Executive Session
The Selectmen went into Executive Session at 9:30 AM to discuss a Public Works grievance.
- The Selectmen returned to Regular Session at 9:40 AM.
Moved Bendoraitis, seconded by Blakeslee to direct the First Selectman to respond to the Grievance on behalf of the Board. Vote: yes, unanimous
- 8.0 Moved by Bendoraitis, seconded by Blakeslee to advertise the position of Highway Maintainer at the probationary rate of \$17.67, to fill the vacancy in the Public Works Department. Vote: yes, unanimous
- 10.0 Moved by Blakeslee, seconded by Bendoraitis to adjourn the meeting at 9:45 AM. Vote: yes, unanimous

Respectfully Submitted,

Joyce R. Okonuk
First Selectman