

Board of Selectmen  
**SPECIAL MEETING**  
Town Hall  
February 7, 2008 - 2:00 PM  
**MINUTES**

1.0 The Special Meeting of the Board of Selectmen was called to order at 2:08 PM by First Selectman Joyce Okonuk. Selectman John Bendoraitis was present. Selectman Russell Blakeslee was absent. Also in attendance was Administrative Assistant Mary Ellen Wieczorek. Audience: 4.

**2.0 Minutes**

2.1 Moved by Bendoraitis, seconded by Okonuk to approve the minutes of the January 4, 2007 Regular Meeting. Vote: yes. Motion carried.

2.2 No action on the minutes of the January 7, 2007 Special Meeting.

2.3 No action on the minutes of the January 14, 2007 Special Meeting.

2.4 Moved by Bendoraitis, seconded by Okonuk to approve the minutes of the January 15, 2007 Special Meeting. Vote: yes. Motion carried.

2.5 Moved by Bendoraitis, seconded by Okonuk to approve the minutes of the January 21, 2007 Special Meeting. Votes: yes. Motion carried.

2.6 Moved by Bendoraitis, seconded by Okonuk to approve the minutes of the January 24, 2007 Special Meeting. Vote: yes. Motion carried.

2.7 Moved by Bendoraitis, seconded by Okonuk to approve the minutes of the January 28, 2007 Special Meeting. Vote: yes. Motion carried.

**3.0 Correspondence**

(a) The Board reviewed a letter from the Norwich Power Squadron thanking the Town for the use of the Community Center for their meetings, enclosing a generous donation of \$250 for using the facility. The First Selectman said there is a plaque inside the Community Center acknowledging groups who make contributions to the Community Center. The plaque requires updating and the Town will continue this tradition when such donations are received. No action.

(b) The Board reviewed a letter from the Town Clerk regarding filling the vacancy on the Board of Finance resulting from the resignation of Timothy Wentworth. No action.

**4.0 Financial Report Update**

Board reviewed Selectmen budgets dated 01/31/08. Okonuk will look at Selectman's Office supplies. Advertising running over due to employment ads and public notices. All other accounts are operating within the established parameters. No action.

*Motion by Okonuk, seconded by Bendoraitis to take up items 6.1, 6.2, 6.3, 6.4 and 5.5 on the agenda: Vote: yes. Motion carried.*

**6.1** Julia Mazarella, Katie McMorro and Lauren Duhamel, Windham High School students, detailed their community service project for their DECA Chapter fundraiser for an animal rescue organization. They asked permission to host a walk-a-thon on the Lebanon Green and walking path on February 23, 2008. There will be adult supervision throughout the event and they will be responsible for leaving the site clean. Moved by Bendoraitis, seconded by Okonuk to approve the request of the DECA Chapter to use the Town Green and walking path on February 23, 2008 for a fundraiser. Vote: yes. Motion carried.

**6.2** Alicia Wayland, Chairman of the Jonathan Trumbull Jr. House Study Committee, explained that the Committee and the present part-time Docent could not come to terms on the Docent's hours of availability to be present to open the Museum on the weekends. Consequently, the Committee is asking the Selectmen to advertise for the part-time position for the 2008 season. Motion by Bendoraitis, seconded by Okonuk to advertise for a part-time Director for the 2008 season for the Jonathan Trumbull Jr. House Museum at a pay rate of \$20.00/hour. Vote: yes. Motion carried.

**6.3** Alicia explained there is no Acquisitions Policy in place at the Jr. House Museum at the present time. Her Committee is interested in knowing if the Selectmen wish to become involved in "accepting" donated items. Okonuk recommends that the Jr. House Committee be responsible for developing a policy and as a Committee, they accept, on behalf of the Town, any gift(s) they find acceptable to add to the Museum's collection. The Selectmen did not wish to become involved.

**6.4** Alicia Wayland told the Selectmen when she researched and wrote a booklet on Lebanon history titled "Lebanon Remembered 1700-2000" for the Town's Tercentennial Celebration. A copyright notice on the booklet's title page indicates the Town of Lebanon holds the copyright. Alicia is preparing to use the text from this booklet as part of a new history project about the town commissioned by The History Press. Alicia is requesting permission to use the researched material from "Lebanon Remembered" in the new booklet. Motion by Okonuk, seconded by Bendoraitis to authorize Alicia Wayland as the author of "Lebanon Remembered 1700-2000" to utilize any of the booklet's material for any future writing endeavors. Vote: yes. Motion carried.

**5.5** Selectmen and Alicia Wayland reviewed the draft for the Jr. House Museum Board of Directors Ordinance. Motion by Okonuk, seconded by Bendoraitis to accept and move to Town Meeting the Jr. House Museum Board of Directors Ordinance as amended. Vote: yes. Motion carried.

*Moved by Bendoraitis, seconded by Okonuk to return to the order of agenda and take up item 5.1. Vote: yes. Motion carried.*

## **5.0 Old Business**

**5.1** The Selectmen will discuss this item under Item 6.15 on the agenda: D&A upon review of TIP requests for FY 07-08 and FY 08-09.

**5.2** Selectmen reviewed the amended timeline submitted to the State of Connecticut DEP from Wright-Pierce Consultants for the Amston Lake Wastewater Management Study.

**5.3** The Selectmen reviewed several Election of Members Ordinances provided by CCM. The Board agreed to use the Town of Union ordinance as a model, and the First Selectman will re-draft and bring to a future meeting.

**5.4** Motion by Bendoraitis, seconded by Okonuk to rescind the motion of the December 4, 2007 Board of Selectmen Regular meeting moving the newly drafted Competitive Bidding Ordinance for Town Meeting approval. Vote: yes. Motion carried. The Selectmen and Town Planner drafted revisions to the Bidding Ordinance and will bring to next meeting for review.

**5.5** Acted upon above.

## **6.0 New Business**

**6.5** No action on MERF benefits.

**6.6** Motion by Okonuk, seconded by Bendoraitis to increase the fee for Ted Littlefield Associates by 3% effective 7-1-08. Vote: yes. Motion carried.

**6.7** The State DEP forwarded a grant contract for the completion of the Air Line South State Park Trail - Phase 5 (between Leonard Bridge Road and Chesbro Bridge Road) in the amount of \$50,000. In addition to the contract, a Resolution and Non-discrimination Certification require approval. Motion by Bendoraitis, seconded by Okonuk to adopt the Non-Discrimination Certification and Resolution authorizing the First Selectman to execute a contract with the State of Connecticut, Department of Environmental Protection for a Grant for Lebanon's Air Line South State Park Trail – Phase 5. Vote: yes. Motion carried.

**6.8** The same contract described in 6.7 was received by the Town from the DEP for \$50,000 for Phase 6 (between Chesbro Road and Cook Hill Road) of the Air Line South State Park Trail Project. The Selectmen need to approve the same documents as in the Phase 5 contract. Motion by Bendoraitis, seconded by Okonuk to adopt the Non-Discrimination Certification and Resolution authorizing the First Selectmen to execute a contract with the State of Connecticut, Department of Environmental Protection for a Grant for Airline South State Park – Phase 6. Vote: yes. Motion carried.

**6.9** The original Resolution for a State of Connecticut Library Grant adopted at the October 4, 2007 Board of Selectmen's meeting reflected an incorrect dollar amount. The Resolution needs to be amended to reflect the correct amount so that the Attorney General's office can proceed with processing the contract. Motion by Bendoraitis, seconded by Okonuk to rescind the motion made on 10-04-07 at a Selectmen's Meeting and to adopt a new Resolution for the Town Of Lebanon to make an application to the Connecticut State Library for \$21,13.00 in order to undertake a LSTA Grant. Vote: yes. Motion carried.

**6.10** ConnServe and the First Selectman will meet on February 8, 2008 to do an evaluation of the entire old building at the Fire Safety Complex to see if the building is eligible as the same program as Town Hall.

**6.11** As a result of a written complaint and numerous verbal complaints about unleashed dogs aggressively approaching pedestrians on the walking path on the Green, the Selectmen agreed to post signs requiring dogs be on leash. Motion by Bendoraitis, seconded by Okonuk to install three signs at the entrances to the walking path requiring dogs to be on a leash and under control at all times, citing appropriate State laws. Vote: yes. Motion carried. The First Selectman will consult with Lebanon's Animal Control Officer and Resident State Trooper to establish the proper regulations to cite.

**6.12** There were no resignations from commissions/committees.

**6.13** The following appointments and re-appointments to commissions/committees were acted upon:

Appointments

(a) Two people applied for the one vacancy on the Commission on Aging. Motion by Okonuk, seconded by Bendoraitis to appoint Donna Trahan to the Commission on Aging to fill the vacancy of Evelyn Buckley, term to expire February 1, 2009.

(b) Motion by Okonuk, seconded by Bendoraitis to appoint Jose Lotts to the Recreation Commission, term to expire February 1, 2011. Vote: yes. Motion carried.

Re-appointments

(a) Motion by Bendoraitis, seconded by Okonuk to reappoint Jan Van Woerkom and James Forrest to the School Building Committee, terms to expire March 1, 2011. Vote: yes. Motion carried.

Motion by Bendoraitis, seconded by Okonuk to reappoint Naomi Davidson, Bruce Sievers, Donna Koenig and Peter Gandelman to the Rails to Trails Committee, terms to expire May 5, 2011. Vote: yes. Motion carried.

**6.14** Selectmen continued to review Capitol Budget requests for FY 08-09.

**6.15** Selectmen continued to review TIP appropriations for FY 07-08 and FY 08-09.

At a previous meeting, the Board of Selectmen approved to spend up to \$1,000 for the installation of ice clips to the Fire Safety Complex roof, based a preliminary estimate from Blakeslee Construction. Frank Blakeslee came back to the town and reported that the manufacturer of the roofing recommended more than one row of ice clips and with that provided an updated estimate for two rows of ice guards, price to include labor and materials. Estimated cost for labor and materials is \$3,000.00 to include installing two rows of snow guards over all doors into the fire house. No action taken until Selectmen can receive updated report showing balances in TIP accounts.

**7.0** **Tax Refunds** – Moved by Okonuk, seconded by Bendoraitis to approve the following tax refunds. Vote: yes. Motion carried.

Honda Lease Trust	\$537.88	Overpayment
Honda Lease Trust	\$617.47	Overpayment

**8.0** There was no Public Forum.

**9.0** Motion by Okonuk, seconded by Bendoraitis to adjourn the meeting at 5:39 PM. Vote: yes. Motion carried.

Respectfully Submitted,

Joyce R. Okonuk  
First Selectman