

Board of Selectmen
Special Meeting
December 20, 2007 – 6:15 PM
Community Center

MINUTES

1.0 Meeting called to order at 6:18 PM by First Selectman Joyce Okonuk. Selectmen present were John Bendoraitis and Russ Blakeslee. Audience: 1

2.0 Chris Darrow of Winnelson from Willimantic asked to meet with the Selectmen to discuss the heating plans for the new Senior Center Building. Chris met with the Senior Center Bldg. Committee last week and is now asking Selectmen to take a hard look at energy-saving options for the Senior Center. At present, the design/plans call for forced hot air heat and AC. Chris is proposing the town look at propane-fired radiant heat. Although the initial cost of purchasing and installing the burners and piping will be more expensive than what is proposed (typically two times the cost) the long-term benefit in energy savings will be seen in as little as a two to three year payback. If the building plans now call for slab insulation, the increased cost will be significantly less than he stated previously. The building will be approximately 6,500 sq. ft. Selectmen expressed concerns about the lateness of this proposal, given the fact that the State just approved the well permit today, with construction moving ahead immediately. Other concerns related to this proposal would be obvious delay in project, need to bring request for additional funding back to Finance and Town Meeting, and the fact that the hot-air furnace will still be needed to provide the AC. Chris provided literature on energy efficient faucets and toilets as well as furnaces.

Moved by Joyce Okonuk, seconded by Russ Blakeslee to ask Chris Darrow to provide a heat analysis (BTU) warm air vs. radiant heat for the soon to be built Senior Center, providing both energy consumption and installation comparisons. Vote: yes, unanimous.

3.0 Moved by John Bendoraitis, seconded by Russ Blakeslee to appoint Brian Green to the Ethics Code Draft Committee, till the end of the project, to fill the vacancy created by the resignation of Deb Kolar. Vote: yes, unanimous.

4.0 The First Selectman distributed the re-write of the draft of the Director of Public Works job description for the Selectmen to review and comment at next meeting.

5.0 Copies of the newly drafted job descriptions for the Town Accountant and Bookkeeper positions were distributed to the Selectmen for their review. The proposal for the Finance Office is to have a part-time administrative Town Accountant, responsible for supervising all aspects of the Finance Office including the full-time Bookkeeper. The interim Accountant will be leaving in February so there is much urgency in getting the ad placed for this position ASAP. The Bookkeeper position will need to be negotiated with the Union, and Joyce will proceed to do so, involving the present employee in negotiations. Selectmen require that the position of Bookkeeper have an additional six-month probationary period if the present employee is interested in taking this new position. Joyce will discuss with staff, the Union, and the Board of Finance at their meeting this evening.

Moved by Russ Blakeslee, seconded by John Bendoraitis to advertise the part-time Accountant position and to advise same to the Board of Finance. Wage not to exceed \$35.00 per hour. Vote: yes, unanimous.

6.0 Moved by John Bendoraitis, seconded by Russ Blakeslee to adjourn the meeting at 7:30 PM. Vote: yes, unanimous

Respectfully submitted,

Joyce R. Okonuk
First Selectman