

**THESE MINUTES HAVE NOT BEEN READ OR APPROVED BY THE BOARD
OF SELECTMEN AND ARE SUBJECT TO CHANGE**

**Special Meeting of the Eastford Board of Selectmen
Wednesday, December 5, 2018, 9:00 AM
Eastford Town Office Building
16 Westford Road
Eastford, CT 06242**

Agenda

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- 1. Call to Order**
 - 2. Citizens Comments (3-minute maximum per person)**
 - 3. Review Employee Responses to the Employee Handbook**
 - 4. Review Warning and Set Date of Special Town Meeting**
 - 5. Approval of 2012-2013 Annual Report**
 - 6. Authorize First Selectmen Jacqueline Dubois to Sign the Acknowledgement of Recommendations Outlined Regarding the Warranty for the Eastford Elementary School Gymnasium Roof Project**
 - 7. Citizens Comments (3-minutes maximum per person)**
 - 8. Adjournment**
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Present: Jacqueline Dubois/First Selectman, Terry Cote/Selectman, Robert Torcellini/Selectman

- 1. Call to Order:**
JD called the meeting to order at 9:03 am.
- 2. Citizens Comments:**
None
- 3. Review Employee Responses to the Employee Handbook:**
Employee responses were reviewed by the Board.
- 4. Review Warning and Set Date of Special Town Meeting:**
JD/TC moved to set the Special Town Meeting date as January 7, 2019 at 7pm in the Town Office Building.

***TOWN OF EASTFORD
WARNING OF A SPECIAL TOWN MEETING***

The legal voters and those qualified to vote at a town meeting of the Town of Eastford are hereby warned that a

SPECIAL TOWN MEETING

Will be held at the Town Office Building, 16 Westford Road in said Town on:

MONDAY, JANUARY 7, 2019 AT 7:00 PM

To consider and act upon the following items:

- 1. To act on nominating a Moderator to preside at said meeting.*
- 2. To accept the 2012-2013 Annual Town Reports.*
- 3. Shall the Town, acting through the First Selectman, be authorized to convey and release Conservation Easement on 1.62 acres of property located at Lot 3A of Lake Woods Subdivision, as shown on the Property Line Record Plan recorded at Volume 55 Page 517 of the Eastford Land Records.*

*Dated at Eastford, Connecticut
This 5th day of December 2018*

*Melissa M. Vincent, Town Clerk
Jacqueline Dubois, First Selectman
Terry Cote, Selectman
Robert Torcellini, Selectman*

5. **Approval of 2012-2013 Annual Report:**
JD/RT moved to approve the amended 2012-2013 Annual Report.
Unanimous

6. **Authorize First Selectmen Jacqueline Dubois to Sign the Acknowledgement of Recommendations Outlined Regarding the Warranty for the Eastford Elementary School Gymnasium Roof Project:**
JD/TC moved to authorize First Selectman Jacqueline Dubois to sign the Acknowledgement of Recommendations Outlined regarding the warranty for the Eastford Elementary School Gymnasium Roof Project. Unanimous

7. **Citizens Comments:**
None

8. **Adjournment:**
JD/TC moved to adjourn at 9:37 am. Unanimous

Respectfully submitted by: _____
Brenda A. Willis, Secretary

Approved, January 7, 2019: _____
First Selectman, Jacqueline Dubois