

Board of Selectmen
REGULAR MEETING
May 1, 2018– 3:00 PM
Town Hall
MINUTES

Members present: First Selectman Betsy Petrie, Selectman Glen Coutu, (arrived 3:17 p.m.) and Selectman John Bendoraitis

Others present: Highway Foreman Jay Tuttle, Mark Zessin (President Anchor Engineering Services), Recreation Coordinator Sandra Tremblay, and Administrative Assistant Linda McDonald

1.0 Call to Order: B. Petrie called the meeting to order at 3:00 p.m.

J. Bendoraitis MOVED to add the following agenda items: **5.19** Opening of Bids for Lawn Mowing and Field Maintenance – Aspinall Rec Area and Tyler Field; **5.20** Uniform Contract for Public Works; **5.21** Shimming and Chipseal Projects; and **9.4** Re-appointment of Keith Wentworth to the Uncas Health District Board of Directors. B. Petrie SECONDED. MOTION CARRIED 3:0:0.

2.0 Public Forum: There was no public comment.

3.0 Correspondence

3.1 CCM’s Discount Prescription Drug Card cumulative usage report for February and March 2018.

4.0 Financials

4.1 Monthly Expenditure Report: B. Petrie commented the legal fees reflect costs associated with the Spaulding suit and the recent real estate closing on town-owned land in Frankel Acres.

5.0 New Business

Discuss and act upon:

5.1 Update from Anchor Engineering on Roads and Bridges Projects:

B. Petrie said, rather than focusing on projects for Tobacco Street and Chappell Road over the next year, the Town would look at smaller roads and bridges projects and try to get them done.

Mark Zessin from Anchor Engineering provided an update on smaller roads and bridge projects for Olenick Road, Church Road, and Card Street. B. Petrie said the three corresponding wetlands applications sent by Anchoring Engineering have been submitted to the Inland Wetlands Commission. M. Zessin said a fourth project on Bender Road would involve replacement of the pipe with a larger pipe and he would submit a wetlands application to the Inland Wetlands Commission. B. Petrie said all four projects are on the CIP plan. M. Zessin indicated that the four projects should be underway by this fall and mentioned that the bridge over Pease Brook on Oliver Road needs work.

M. Zessin reported that the target date with DEEP for the Tobacco Street and Chappell Road projects expired in 2016 and DEEP submitted a revised Memorandum of Understanding (MOU) to Anchor Engineering, indicating that the projects would have separate permits. He requested that someone from the Town (owner) attend the DEEP meeting with him.

5.2 Quote for Vacuum Truck Services: J. Tuttle reported that Kropp Environmental Contractors Inc. performed this work last year for the Town.

G. Coutu MOVED to retain the services of Kropp Environmental Contractors Inc. for power vacuum truck services to vacuum sediment from catch basins sumps and/or sediment structures at various locations as directed by the

Town of Lebanon Department of Public Works Highway Foreman at a cost of \$20.00 per basin, funds to come from DPW account #100-00-430-5320. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

5.3 Proposal for phone and data drops at Town Hall:

B. Petrie explained she requested and received a proposal from Santor Electrical Contractors LLC which included splitting the Town Hall into a separation between the floors, cleaning up existing data drops and installing a dial-up line in the upstairs conference room at a cost not to exceed \$6,910.00. An “add alternate” bid was submitted to install three additional data drops in the downstairs conference room at a cost not to exceed \$680.00. She said it was difficult to find a contractor to do this type of electrical work and this contractor had done prior work at Town Hall.

B. Petrie MOVED to engage the services of Santor Electrical Contractors LLC for phone and data work at Town Hall at a cost not to exceed \$7,590.00, funds to come from TIP account # 208-00-510-5100-0000. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

B. Petrie said some of the remaining funds from Eversource Bright Ideas grant would be used to replace five light flip switches with motion sensors units.

5.4 Agreement for Professional Services between the Town of Lebanon & Town of Columbia for Building Inspection Services:

B. Petrie MOVED to approve the extension of the Agreement for Professional Services between the Town of Lebanon and Town of Columbia for Building Inspection Services through Fiscal Year 2018-2019. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

5.5 Hire of Aquatic Director for 2018 Municipal Pool Season:

G. Coutu MOVED to hire Carol Harkness as Aquatic Director for the 2018 Municipal pool season. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

5.6 Hire of Lifeguards for 2018 Municipal Pool Season:

G. Coutu MOVED to hire the following persons as lifeguards for the 2018 municipal pool season: J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

- Jack Anderson
- Sophia Anderson
- Macallister Franchi
- Megan Rice
- Kirk Richetts
- Kathryn Konow
- Luke Shaner
- Amelia Blakeslee
- Anita Mc Mahon

5.7 Vacancy on the Library Building Committee: B. Petrie said she contacted the person interested in filling the vacancy on the Library Building Committee that the committee is currently dormant and the appointment would be made when appropriate.

5.8 Employee Health Insurance: B. Petrie distributed informational materials related to the CT Partnership Plan and said the Town may have to make a change to the Health Care provider.

- 5.9** Animal Control Services via NECCOG: There was no action on this item as B. Petrie reported there no contract yet to review.
- 5.10** 2018-19 WC and LAP Renewal: B. Petrie explained that the town is entering the third year of CIRMA's LAP Budget Stabilization Program.
- J. Bendoraitis MOVED to accept the budget indications for FY 2018-2019 CIRMA Liability-Auto-Property and Workers' Compensation renewals. G. Coutu SECONDED. MOTION CARRIED 3:0:0.
- 5.11** Purchase of Tables from Ladies Auxiliary Lebanon Volunteer Fire Department: B. Petrie said the Auxiliary no longer has a need for tables and has offered to sell them to the town a for \$50.00 each. The tables were only used three times and would replace town-owned tables in disrepair.
- G. Coutu MOVED to approve the purchase of thirty 8 foot tables from Ladies Auxiliary Lebanon Volunteer Fire Department at a total cost of \$1,500.00, funds to come from TIP account # 208-00-620-6200-0000. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.
- 5.12** Adopt Authorizing Resolution pertaining to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security.
- J. Bendoraitis MOVED to adopt the Authorizing Resolution pertaining to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security. G. Coutu SECONDED. MOTION CARRIED 3:0:0.
- 5.13** Hire of Part-time Director of the Jonathan Trumbull Jr. House Museum for the 2018 Season:
- G. Coutu MOVED to hire Candice Brashears as part-time Director of the Jonathan Trumbull Jr. House Museum for the 2018 Season at an hourly rate of \$22.67 for a maximum of 350 hours of work. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.
- 5.14** Approval of Land Use Secretary Job Description: effective after July 1, 2018:
- J. Bendoraitis MOVED to approve the Land Use Secretary Job Description as presented. G. Coutu SECONDED. MOTION CARRIED 3:0:0.
- 5.15** Approval of Revised 2018 BOS Meeting Schedule:
- J. Bendoraitis MOVED to approve the revised 2018 BOS Meeting Schedule as presented. G. Coutu SECONDED. MOTION CARRIED 3:0:0.
- 5.16** Approval of new Agenda Format for BOS Meetings: modify to include consent agenda and old business to unfinished business.
- 5.17** Approval of Proclamation for Saint Francis of Assisi 75th Anniversary:
- J. Bendoraitis MOVED to approve a Proclamation for Saint Francis of Assisi 75th Anniversary. G. Coutu SECONDED. MOTION CARRIED 3:0:0.
- 5.18** Approval of the Tax Collector's Suspense Lists for Personal Property and Motor Vehicle.
- J. Bendoraitis MOVED to approve the Tax Collector's Suspense Lists as presented. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

5.19 Opening of Bids for Lawn Mowing and Field Maintenance – Aspinall Rec Area and Tyler Field:

Six bids were opened and will be vetted by the Facilities Director. Bid will be awarded at a future warned BOS meeting.

5.20 Uniform Contract for Public Works: J. Tuttle said the current contract with Swiss Cleaners has expired (contract rate was \$94.00 per month) and the Town is paying a higher rate in a month to month arrangement (\$113.00 per month) with Swiss Cleaners. J. Tuttle spoke about the proposal from Unifirst Corporation that works under the NJPA contract of \$67.00 per month with an additional scanning/tracking option of \$7.00 per month for a six month trial. He said this would be a five year contract.

G. Coutu MOVED to enter into a five year DPW uniform contract with Unifirst Corporation with a six month trial of an additional scanning/tracking option of \$7.00 per month. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

5.21 Shimming and Chipseal Projects:

J. Tuttle discussed two proposals he received for the shimming process on Amston Lake area roads, concentrating on Deepwood Drive, Spafford Drive and Goshen Hill Road.

- Abby’s Contracting LLC
- Hain Materials Corp

- He recommended hiring Abby’s Contracting LLC. Discussion followed on DPW workers having done this work in the past. J. Tuttle said DPW could support the outside company on the project and would have to do prep work of sweeping the roads and cleaning out basins. He said repair work around manholes would have to be done at the same time. Discussion followed on combining the two projects and asking the Water Pollution Control Authority (WPCA) to cover the manhole repair costs.

B. Petrie MOVED to contract with Abby’s Contracting LLC for shim work on roads in the Amston lake area, concentrating on Deepwood Drive, Spafford Drive and Goshen Hill Road at a cost not to exceed \$200,000.00, funds to come from Capital account # 220-00-430-2701-0030.

J. Tuttle recommended contracting with The Gorman Group for chipseal and crack sealing and will bring bid information to the June 5 BOS meeting.

6.0 **Old Business**

Discuss and act upon:

6.1 Lebanon Green Ownership Update. See below for link to State of CT Superior Court Case filing:
<http://civilinquiry.jud.ct.gov/CaseDetail/PublicCaseDetail.aspx?DocketNo=KNLCV186032888S>

6.2 Update on Verizon Telecommunications Facility on Town Property behind Lyman Memorial High School:

B. Petrie informed the members the Connecticut Siting Council is holding a public hearing today at the Fire Safety Complex regarding the Verizon Wireless application for a Certificate of Environmental Compatibility and Public need for the construction, maintenance and operation of the cell tower behind the high school.

7.0 **Minutes**

Discuss and act upon:

7.1 Approving the minutes of the April 3, 2018 regular meeting:

G. Coutu MOVED to approve the minutes of the April 3, 2018 10:00 a.m. special meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

7.2 Approving the minutes from the April 4, 2018 special meeting:

G. Coutu MOVED to approve the minutes of the April 4, 2018 special meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

7.3 Approving the minutes from the April 16, 2018 special meeting:

G. Coutu MOVED to approve the minutes of the April 16, 2018 special meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

7.4 Approving the minutes from the April 23, 2018 special meeting:

G. Coutu MOVED to approve the minutes of the April 23, 2018 special meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 2:0:1 with B. Petrie abstaining.

7.5 Approving the minutes from the April 26, 2018 special meeting:

G. Coutu MOVED to approve the minutes of the April 26, 2018 special meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 2:0:1 with J. Bendoraitis abstaining.

8.0 **Resignations:**

8.1 Resignation of Linda Desmarais from the Public Works Building Committee:

J. Bendoraitis MOVED to approve, with regret, the resignation of Linda Desmarais from the Public Works Building Committee. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

9.0 **Appointments**

9.1 Appointment of Gregg Lafontaine to fill a vacancy on the Water Pollution Control Authority, term to end 5/1/2019:

J. Bendoraitis MOVED to appoint Gregg Lafontaine to fill a vacancy on the Water Pollution Control Authority, term to end 5/1/2019. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

9.2 Re-appointment of David Hartley to the Water Pollution Control Authority, term to end 5/1/2021:

J. Bendoraitis MOVED to re-appoint David Hartley to the Water Pollution Control Authority, term to end 5/1/2021: G. Coutu SECONDED. MOTION CARRIED 3:0:0.

9.3 Re-appointment of Donna Koenig, Walter Miller, Arthur Wallace, and Mary Withey to the Rails to Trails Committee, terms to end 5/5/2021:

J. Bendoraitis MOVED to re-appoint Donna Koenig, Walter Miller, Arthur Wallace, and Mary Withey to the Rails to Trails Committee, terms to end 5/5/2021. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

9.4 Re-appointment of Keith Wentworth to the Uncas Health District Board of Directors:

B. Petrie MOVED to re-appoint Keith Wentworth to the Uncas Health District Board of Directors. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

10.0 **Police Report**

11.0 **Tax Refunds:** J. Bendoraitis MOVED to approve the following tax refunds as recommended by the Tax Collector:

Tax Refunds for May 2018	Amount
John Kolar	\$1,957.26
Lois Brown-Dutka	\$1,409.34
Klaus Larsen	\$267.93
Christal Waitkus	\$3.92
Alexander & Michelle Zimnoch	\$413.96
Alexander & Michele Zimnoch	\$406.92
Alexander & Michele Zimnoch	\$404.10
Scott Doubleday	\$54.25
Elias Ringrose	\$300.00
Thomas & Cheryl Bennett	\$2,337.58
Janet Garrett	\$54.44
Peter Gandelman & Janet Garrett	\$112.66
Peter Gandelman	\$56.28
Dennis Dolan	\$21.50

G. Coutu SECONDED. MOTION CARRIED 3:0:0.

J. Bendoraitis MOVED to enter Executive Session at 3:40 p.m. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

12.0 Executive Session

Executive Session Per State Statutes Section 1-200 (6)(B): Discussion Regarding Lebanon Green Litigation/ Attorney-Client Communication

Executive Session ended at 4:25 p.m. with no action taken.

14.0 Adjournment: J. Bendoraitis MOVED to adjourn the regular meeting at 5:12 p.m. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

Respectfully Submitted by Linda H. McDonald

Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.