

**Board of Selectmen
Regular Meeting
January 9, 2023 — 5:00 PM
Zoom and Town Hall
MINUTES**

Members Present: First Selectman Kevin Cwikla, Selectmen Robin Chesmer, Mark DeCaprio, and Betsy Petrie-McComber

Others Present: Phil Chester (Town Planner), Jay Schall (Fire Chief), Sarah Hill (Administrative Assistant), Hayley Wagner (Finance Director), Dean Hunniford (Director of Public Works), Kelly Lawer (Tax Collector), Mary Ellen Wieczorek (Town Clerk)

1.0 Call to Order

K. Cwikla called the meeting to order at 5:02pm.

2.0 Public Forum

No public comment

3.0 Correspondence

3.1 Monthly Troop K Report

The Selectmen reviewed the monthly Troop K report.

3.2 Resident Request and Resolution

The Selectmen acknowledged the request and the letter prepared by the legal team.

3.3 Town Charter Article 3 “Board of Selectmen”, Section 4 “Procedure”

The Selectmen acknowledged Kathleen Smith as the designee to fulfill the duties of First Selectman if Selectman Cwikla is absent or disabled.

4.0 Department Reports

4.1 Finance Department

The Selectmen reviewed the Board of Finance Monthly Expenditure Report. H. Wagner is working with the auditors and will have a completed report by the end of February. Budget workshops are coming up. The Fiscal Year Budget must be reported to the Board of Finance by February 9.

4.2 Fire Department

J. Schall (Fire Chief) reported it was a busy month with 70 calls in the month of December. The fire apparatus was approved at the Town Meeting on January 4th. The Holiday Light Parade on December 9th was a success. Members are available to assist with the upcoming storms.

4.3 Public Works Department

D. Hunniford reported a busy few weeks with storm management and restoration due to flooding. The team did a wonderful job responding to the latest snowstorm and they are preparing for the next upcoming storm. Tree cutting has started, please be advised of the tree cutting crews on the roads.

5.0 Consent Agenda

K. Cwikla MOVED to approve the consent agenda as presented with the remove of 5.2 (moved to new business):

5.1 Approval of tax refunds:

2022-03-0056865	Jeremy C. Ramer	\$20.18
2022-03-0058079	Michael J. Susarchick 3 rd	\$26.56
2022-03-0058552	Joseph C & Lisa M Viele	\$179.22
2022-03-0058699	Robert L. Webster	\$120.35
Total		\$346.31

5.2 Appointment of Jan Fitter as an Alternate of the Conservation and Agriculture Commission with a term to expire 04/01/2026.

5.3 Appointment of Jasmine Morton as a member of the Recreation Commission with a term to expire 02/01/2027.

5.4 The First Selectman signed the contract with New England Fire Equipment & Apparatus Corporation for the fire truck which was approved at the January 4, 2024, Town Meeting.

R. Chesmer SECONDED. Motion carried 4:0.

6.0 New Business

Discuss and act upon:

6.1 Hire Jonathan Dumond as Non CDL Maintainer for the Department of Public Works.

K. Cwikla MOVED to hire Jonathan Dumond as Non CDL Maintainer for the Department of Public Works. R. Chesmer SECONDED.
Motion carried 4:0.

6.2 Authorizing \$125.00 out of TIP for building invoice for the conversion of the Assessor's office into two offices.

B. Petrie-McComber MOVED to authorize \$125.00 out of TIP for the building invoice from the conversion of the assessor's office. R. Chesmer SECONDED.
Motion carried 4:0.

6.3 Library Renovations Fund - Approve Invoice for \$9,475.95 for furniture (approved at the 12/8/22 Library Building Committee).

K. Cwikla MOVED to authorize \$9,475.95 for furniture out of the building fund. B. Petrie-McComber SECONDED.
Motion carried 4:0.

6.4 Library Renovations Fund – Approve up to \$1,450 for a podium (approved at the 12/8/22 Library Building Committee).

B. Petrie-McComber MOVED to authorize \$1,450 for a podium from the building fund.
K. Cwikla SECONDED.
Motion carried 4:0.

6.5 Update Allocations for several ARPA projects

- a. Fiber to Town Hall - adjust the appropriation to \$47,314.00 from \$96,314.00. B. Petrie-McComber MOVED to adjust the appropriation for the Fiber to the Town Hall to \$47,314.00. M. DeCaprio SECONDED. Motion carried 4:0.
- b. HVAC at Town Hall and Fires Safety Complex – increase appropriation by \$143.58. M. DeCaprio MOVED to increase the appropriation for the HVAC at Town Hall and the Fire Safety Complex by \$143.58. R. Chesmer SECONDED. Motion carried 4:0.
- c. Advertising cost from public information sessions – approve appropriation of \$73.88. B. Petrie-McComber MOVED to approve the appropriation of \$73.88 for the advertising cost from the public information session. R. Chesmer SECONDED. Motion carried 4:0.
- d. Town Hall generator – adjust allocation from \$60,400.00 to \$4,600.00. K. Cwikla MOVED to adjust the allocation from \$60,400.00 to \$4,600.00. B. Petrie-McComber SECONDED. Motion carried 4:0.
- e. Fiber to the Public Safety side of the Fire Safety Complex – increase allocation by \$1.51. M. DeCaprio MOVED to increase the appropriation by \$1.51. R. Chesmer SECONDED. Motion carried 4:0.
- f. VOIP Phone system at Town Hall -adjust allocation from \$24,779.50 to \$24,706.75. R. Chesmer MOVED to adjust the allocation for the VOIP Phone System at Town Hall to \$24,706.75. M. DeCaprio SECONDED. Motion carried 4:0.
- g. COVID Counter for the Town Clerk, Tax Collector, and Building Department – adjust appropriation to \$1,370.44. M. DeCaprio MOVED to adjust the appropriation to \$1,370.44 for the COVID Counter for the Town Clerk, Tax Collector, and Building Department. R. Chesmer SECONDED. Motion carried 4:0.
- h. Senior Center Energy Efficiency LED Lighting – increase allocation to \$13,720.73. M. DeCaprio MOVED to increase the allocation for the senior center energy efficiency LED lighting to \$13,720.73. R. Chesmer SECONDED. Motion carried 4:0.
- i. Replacing fasteners on the Fire Safety Complex Roof – reduce appropriation to \$34,385.00. M. DeCaprio MOVED to adjust the appropriation for replacing fasteners on the Fire Safety Complex to \$34,385.00. R. Chesmer SECONDED. Motion carried 3:0. B. Petrie-McComber ABSTAINED
- j. DPW study for a potential site – retire the allocation by \$44,598.16. M. DeCaprio MOVED to retire the allocation for the DPW study for a potential site by \$44,598.16. R. Chesmer SECONDED. Motion carried 4:0.

- k. Tasers for Police – adjust appropriation to \$17,992.00.
M. DeCaprio MOVED to adjust the appropriation of tasers for police to \$17,992.00. R. Chesmer SECONDED. Motion carried 4:0.
- l. Asbestos abatement at Town Hall – adjust appropriation to \$200,000.00.
K. Cwikla MOVED to adjust the appropriation for asbestos abatement at Town Hall to \$200,000.00. B. Petrie-McComber SECONDED. Motion carried 4:0.
- m. Reallocation of ARPA funds for the public works project - Septic System replacement and conceptional drawings for a new facility at 937 Trumbull Hwy.
B. Petrie-McComber MOVED to approve \$60,000.00 of ARPA funding to be used on a septic system replacement and conceptional drawings for a new DPW facility at 937 Trumbull Hwy. R. Chesmer SECONDED. Motion carried 4:0.

6.5 B added in error to the agenda. B. Petrie-McComber MOVED to remove from the agenda. K. Cwikla SECONDED. Motion carried 4:0.

6.6 Updated Fiscal Year 2024-2025 Budget Workshop meeting to the following:

- 1/16/24 – Town Operations and Non-Union Wage Matrix– 4PM
- 1/18/24 – DPW & Facilities – 4PM
- 1/23/24 – TIP & Capital – 4PM

M. DeCaprio MOVED to amend the order of the agenda to add item 6.8 “Authorizing \$5,000.00 out of TIP to repair the east rubble wall at the North Lebanon Cemetery”. R. Chesmer SECONDED.
MOTION CARRIED 4:0

6.8 Authorizing \$5,000.00 out of TIP to repair the east rubble wall at the North Lebanon Cemetery.

B. Petrie-McComber MOVED to approve the Tip request for the North Lebanon Cemetery.

M. DeCaprio SECONDED. Motion carried 4:0.

Motion to add to the agenda 6.9 Mia Colasuonno as a member of the Conservation and Agriculture Commission with a term to expire 04/01/2026. R. Chesmer MOVED to update the verbiage. M DeCaprio SECONDED. Motion carried 4:0.

6.9 Appointment of Mia Colasuonno as a member of the Conservation and Agriculture Commission with a term to expire 04/01/2026.

M. DeCaprio MOVED to reappoint Mia Colasuonno as a member of the Conservation and Agriculture Commission with a term to expire 04/01/2026. R. Chesmer SECONDED. Motion carried 4:0.

6.7 Summer Dance Fest 325 Year Town Anniversary

M. Russo presented a proposal to celebrate Lebanon’s 325 town anniversary in summer 2025. The Board of Selectmen discussed adding \$20,000 for the event for fiscal year 2025. This will be discussed during budget talks and with the Board of Finance.

The Board of Selectmen shared their appreciation to Marion Russon for her dedication and commitment to acting as Chair to the Summer Dance Fest Committee for the Town of Lebanon.

M. DeCaprio MOVED to add 6.10 the appointment of Teresa Lafleur as a member of the Summer Dance Fest Committee to the agenda. R. Chesmer SECONDED. Motion carried 4:0.

6.10 Appointment of Teresa Lafleur as a member of the Summer Dance Fest Committee with a term expiration of 01/11/2026.

R. Chesmer MOVED to approve the appointment of Teresa Lafleur as a member of the Summer Dance Fest Committee with a term expiration of 01/11/2026. M. DeCaprio SECONDED. Motion carried 4:0.

7.0 Old Business

Discuss and act upon:

8.0 Discuss and act upon approval of minutes

8.1 B. Petrie-McComber MOVED to approve the minutes from the December 5th with the correction that section 5.5 to read "Reappointment of Brad Waite and Brice Padewski as Constables with the term dates of January 1, 2024 through December 31, 2025." K. Cwikla SECONDED. Motion carried 4:0.

8.2 B. Petrie-McComber MOVED to approve the minutes from the December 12th ARPA Subcommittee Special Meeting. K. Cwikla SECONDED. Motion carried 3:0. M. DeCaprio ABSTAINED.

8.3 R. Chesmer MOVED to approve the minutes from the December 15th Special Meeting with the correction that Mark DeCaprio be listed in the minutes as in attendance. K. Cwikla SECONDED. Motion carried 4:0.

6.0 Adjourn

Meeting adjourned at 6:20

Respectfully submitted,
Sarah Hill
Administrative Assistant