

Board of Selectmen
REGULAR MEETING
January 9, 2018– 3:00 PM
Town Hall
MINUTES

Members present: First Selectman Betsy Petrie, Selectman Glen Coutu, and Selectman John Bendoraitis

Others present: Highway Foreman Jay Tuttle, Town Planner Philip Chester, Catherine McCall, Town Treasurer Deborah Martin, Bill Alleman from Edward Jones, Ekaterine Tchelidze, reporter from the Chronicle and Administrative Assistant Linda McDonald

1.0 **Call to Order:** B. Petrie called the meeting to order at 3:02 p.m.

2.0 **Public Forum:** There was no public comment.

3.0 **Correspondence**

3.1 Letter from Enes Martineau, Chair Lebanon Recreation Commission: The members expressed their gratitude for the years of service Enes dedicated to serving on the Recreation Commission.

3.2 CCM Discount Prescription Drug Card Program Usage Report - September and October 2017

G. Coutu MOVED to address agenda item 5.8 at this time. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

4.0 **Financials**

4.1 Monthly Expenditure Report.

4.2 Presentation by Bill Alleman from Edward Jones on review of the Town's Endowment Invest Policy and investment portfolio:

B. Alleman explained how Edward Jones manages the Town's Endowment Invest Policy and investment portfolio for the benefit of the newly elected Town Treasurer. He distributed the current portfolio analysis and reviewed the document with the board and Treasurer. He recommended the following repositioning in the portfolio:

- Sell \$20,000.00 in shares of Altria Group Inc.
- Sell all shares of Edison International
- Sell \$20,000.00 in shares of Phillip Morris
- Sell \$20,000.00 in shares of PPG Industries
- Use all proceeds from above sells to buy U.S. Franklin Government Securities

B. Petrie MOVED to add agenda item 4.3: Act upon Town's Endowment Invest Policy and investment portfolio recommendations from Edward Jones. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

4.3 Act upon Town's Endowment Invest Policy and Investment Portfolio Recommendations from Edward Jones:

J. Bendoraitis MOVED to authorize the following trades:

- Sell \$20,000.00 in shares of Altria Group Inc.
- Sell all shares of Edison International
- Sell \$20,000.00 in shares of Phillip Morris
- Sell \$20,000.00 in shares of PPG Industries
- Use all proceeds from above sells to buy U.S. Franklin Government Securities

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

5.0 New Business

Discuss and act upon:

5.1 Authorize the Sale of 2010 Lifeline Ambulance:

J. Bendoraitis MOVED to authorize the sale of the 2010 Lifeline Ambulance at the price of \$15,000.00 to Ambulance Network and to authorize the First Selectman to sign all necessary paperwork. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

5.2 Approval of Job Description for Transfer Station Supervisor:

G. Coutu MOVED to approve the Job Description for Transfer Station Supervisor as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

5.3 Authorize the First Selectman to execute the Eversource Bright Ideas Grant Agreement:

G. Coutu MOVED to Authorize the First Selectman to execute the Eversource Bright Ideas Grant Agreement for \$5,000.00. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

5.4 Resolution Adopting the Hazard Mitigation Plan Update, 2017:

B. Petrie reported that the SCCOG regional Multi-Jurisdiction Hazard Mitigation Plan was approved by FEMA pending adoption by all SCCOG towns.

J. Bendoraitis MOVED to adopt the Resolution Adopting the Hazard Mitigation Plan Update, 2017 and to authorize the First Selectman to sign the resolution. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

5.5 Authorize the First Selectman to enter into a contract with Solitude Lake Management for 2018 Lake Treatment of Lake Williams:

G. Coutu MOVED to authorize the First Selectman to enter into a contract with Solitude Lake Management for 2018 Lake Treatment of Lake Williams for a capped cost of \$6,375.00. to come from the Lake Williams account 100-00-000-2269-0000. J. Bendoraitis SECONDED. The remainder (\$6,550.00) of the total cost (\$12,925.00) will be paid by Friends of Lake Williams. MOTION CARRIED 3:0:0.

5.6 Approval of Renewal of Licensing Agreement for Software:

G. Coutu MOVED to approve the renewal of the Licensing Agreement for Software. B. Petrie SECONDED. MOTION CARRIED 2:0:1 with J. Bendoraitis abstaining.

5.7 Library Computer Inventory:

B. Petrie said funds for up to five replacement devices could be allocated from the TIP budget. Members reviewed and discussed the inventory list provided. C. McCall said she will find more information on the current file server in use and report back to the Board. Discussion followed on the type of replacement of public access laptops to purchase. There was no action on this agenda item.

5.8 Authorization of Purchase of Police Cruiser:

B. Petrie explained \$60,000.00 was allocated for purchase of new police cruiser at the annual Town Meeting. Trooper Konow distributed the Police Utility quote for a 2018 Ford Police AWD Utility Vehicle from Columbia Ford based on the CT Contract #UC-13-LP042712, at a contract price of \$31,520.00. He said some add-ons to the vehicle were also needed and distributed a quotation from J&S Radio Sales Inc. for the items, at a total cost of \$18,552.77. He explained that lettering is also needed and he is working on a quote from Recognition Products.

J. Bendoraitis MOVED to authorize up to \$55,000.00 for the purchase of the 2018 Ford Police AWD Utility Vehicle and add-ons. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

5.9 Recommendations by Conservation and Agriculture Commission to Bring to Future Town Meeting: P. Chester commented on the following items recommended to be brought to town meeting by the Conservation and Agriculture Commission:

1. Charles and Ronald Bender Farm, Bender Road: \$18,750 town easement purchase on 30 acres from Open Space Account #220-00-461-2701-0060.
2. Scott and Catherine McCall Farm, 147 McCall Road: \$25,000 town easement purchase on 76 acres from Open Space Account. P. Chester said the CT Trust will match \$25,000.00 and the Department of Agriculture (DOAG) will be adding \$100,000.00.
3. \$75,000 for land preservation property appraisals, surveys and legal expenses from the Open Space Account.

P. Chester said these items totaling \$118,750.00 would have to be brought to Town Meeting for approval.

B. Petrie MOVED to bring the following three items to future town meeting:

1. Charles and Ronald Bender Farm, Bender Road: \$18,750 town easement purchase on 30 acres from Open Space Account #220-00-461-2701-0060.
2. Scott and Catherine McCall Farm, 147 McCall Road: \$25,000 town easement purchase on 76 acres from Open Space Account.
3. \$75,000 for land preservation property appraisals, surveys and legal expenses from the Open Space Account.

J. Bendoraitis SECONDED. MOTION CARRIED 2:0:1 with G. Coutu abstaining.

5.10 Recommendation to the Board of Finance for the acceptance of a \$39,000 grant from the Dept. of Agriculture, funds to be used for a greenhouse at the Middle School, (\$24,000.00), 2 farmland preservation appraisals or surveys, ConsAg 2018 newsletter, and 2018 summer and winter Farmers Market:

P. Chester explained the Town will provide matching funding for this grant with in-kind services including 150 volunteer hours (worth \$24.14 hourly) and 60 hours from Town's facility director to construct the greenhouse. Discussion followed.

B. Petrie MOVED to recommend to the Board of Finance the acceptance of a \$39,000.00 grant from the Department of Agriculture, funds to be used for a greenhouse at the Middle School, 2 farmland preservation appraisals or surveys, ConsAg 2018 newsletter, and 2018 Summer and Winter Farmers Market with the stipulation there would be no volunteer work from town's facility director. J. Bendoraitis SECONDED. G. Coutu suggested commented that the work constructing the greenhouse could be hired out to offset the need to use volunteers. MOTION CARRIED 3:0:0.

B. Petrie MOVED to add agenda item 5.11: Local Emergency Medical Services (EMS) Plan Update. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

5.11 Local EMS update plan:

B. Petrie reported on the request from the Department of Public Health's (DPH) Office of Emergency Medical Services (EMS), per CGS 19a-181b, for the Town to submit an updated Local Emergency Medical Services Plan. She asked the members for input as to how to proceed with a possible conflict of interest relating to her position with the Lebanon Volunteer Fire Department. Discussion followed.

Consensus of the board was to have the First Selectman draft an updated Local Emergency Medical Services Plan. The draft will be reviewed by J. Bendoraitis and G. Coutu who will offer their assistance and who will sign-off on the final document.

J. Bendoraitis MOVED to add agenda item 5.12: Pedestrian Signing Project on Locally-owned roads. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

5.12 Pedestrian Signing Project on Locally-owned roads:

B. Petrie explained that the Town received correspondence from the Connecticut Department of Transportation (CTDOT) that existing pedestrian signing will be replaced with new retro-reflective warning signs with post delineators at all unsignalized and midblock marked crosswalks and crosswalks repainted on local roads throughout Lebanon, tentatively scheduled during the 2019 construction season. The letter stated that "It is not anticipated that an informational meeting or formal public hearing will be necessary for this project due to the limited nature of the proposed work." A media release will be posted on the Town's website.

J. Bendoraitis MOVED to authorize the First Selectman to sign the response to the CTDOT that neither a public informational meeting nor a public hearing is needed for the replacement of pedestrian signs and crosswalks along various roads under State Project No. 0172-0474. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

6.0 Old Business

Discuss:

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>

B. Petrie said Town Counsel has recommended keeping this item on future agendas. She briefed the board on the status of the case filing that has a return date of February 20th. Town Counsel is not opposed to press release for distribution. B. Petrie will draft a press release for review by the board and counsel.

6.2 FY 2018-2019 Town Side Budget –BOS Approval Timeline:

Consensus of the Board was to schedule a special meeting to possibly finalize the Town side of the 2018-2019 budget on January 18, 2018 at 4:00 p.m.

7.0 Departmental Update: DPW FY 2018-2019 Budget Discussion: J. Tuttle presented the proposed DPW FY 2018-2019 Budget to the Board.

8.0 Minutes

Discuss and act upon:

8.1 Approving the minutes of the December 4, 2017 special meeting:

G. Coutu MOVED to approve the minutes of the December 4, 2017 special meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

8.2 Approving the minutes of the December 12, 2017 special meetings:

G. Coutu MOVED to approve the minutes of the December 12, 2017 8:30 AM special meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

G. Coutu MOVED to approve the minutes of the December 12, 2017 5:30 PM special meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

8.3 Approving the minutes of the December 14, 2017 special meeting:

G. Coutu MOVED to approve the minutes of the December 14, 2017 special meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 2:0:1 with G. Coutu abstaining.

8.4 Approving the minutes of the December 19, 2017 special meeting:

G. Coutu MOVED to approve the minutes of the December 19, 2017 special meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

8.5 Approving the minutes from the December 21, 2017 special meeting:

G. Coutu MOVED to approve the minutes of the December 21, 2017 special meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

8.6 Approving the minutes from the December 29, 2017 special meeting:

G. Coutu MOVED to approve the minutes of the December 29, 2017 special meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

9.0 **Resignations:**

9.1 Resignation of Dennis Roberts as Solid Waste Coordinator:

J. Bendoraitis MOVED to accept, with regret, the resignation of Dennis Roberts as Solid Waste Coordinator. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

9.2 Resignation of Ethan Stearns (R) from the Economic Development Commission:

B. Petrie MOVED to accept, with regret, the resignation of Ethan Stearns from the Economic Development Commission. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

9.3 Resignation of Assistant Town Clerk: B. Petrie explained this resignation is a formality as the Assistant Town Clerk was elected to the position of Town Clerk effective 1/2/2018.

B. Petrie MOVED to accept the resignation of the Assistant Town Clerk. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

10.0 **Appointments**

10.1 Appointment of Phil Ziel to fill an Alternate vacancy on the Zoning Board of Appeals, term to expire 11/21/2023:

B. Petrie MOVED to appoint Philip Ziel to fill an Alternate vacancy on the Zoning Board of Appeals, term to expire 11/21/2023. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

10.2 Appointment of Jim Russo (R) to fill a vacancy on the Economic Development Commission, term to end 2/1/2019:

B. Petrie MOVED to appoint Jim Russo (R) to fill a vacancy on the Economic Development Commission, term to end 2/1/2019. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

10.3 Re-appointment of Carol Morris-Scata to the Solid Waste Commission, term ending 2/1/2021:

J. Bendoraitis MOVED to re-appoint Carol Morris-Scata to the Solid Waste Commission, term ending 2/1/2021. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

10.4 Re-appointment of Dennis Greci as Alternate to the Solid Waste Commission, term ending 2/1/2021:

J. Bendoraitis MOVED to re-appoint Dennis Greci to the Solid Waste Commission, term ending 2/1/2021. B. Petrie SECONDED. MOTION CARRIED 3:0:0.

10.5 Re-appointment of Barbara Archer to the Summerfest Dance Committee, term ending 1/8/2021:

B. Petrie MOVED to re-appoint Barbara Archer to the Summerfest Dance Committee, term ending 1/8/2021. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

11.0 **Police Report:** The members reviewed the report.

12.0 **Tax Refunds:**

Tax Refunds for January 2018	Amount
Martin A Barletta	\$464.36

B. Petrie MOVED to accept the tax refund as presented by the Tax Collector. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

13.0 **Adjournment:** G. Coutu MOVED to adjourn the regular meeting at 5:55 p.m. B. Petrie 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.