

**Board of Selectmen
Regular Meeting
July 14, 2020 — 5:00 PM
TOWN HALL & TELECONFERENCE
MINUTES**

Members Present: First Selectman Kevin Cwikla and Selectman Kathleen Smith
Others Present: Bernard Dennler (Administrative Assistant and Teleconference Host); Valerie Belles (Senior Accountant); Jay Tuttle (Highway Foreman); Jason Nowosad (Facilities Director); Todd Kulman (Lebanon Volunteer Fire Department)

1.0 Call to Order

K. Cwikla called the meeting to order at 5:04 PM.

2.0 Public Forum

There was no public forum.

3.0 Correspondence

3.1 Monthly Letter from Troop K

The Selectmen received and reviewed the letter.

4.0 Financials

4.1 Monthly budget reports

The reports were not yet available. V. Belles said close out for the fiscal year would occur next week and new reports would be available after that.

5.0 Consent Agenda

K. Cwikla stated he would strike item 5.1 C from the Consent Agenda.

K. Smith MOVED to approve the Consent Agenda as amended:

5.1 Approval of Minutes

- a. *Approve the minutes of the June 2, 2020 Regular Meeting*
- b. *Approve the minutes of the June 15, 2020 Special Meeting*
- c. ~~*Approve the minutes of the June 19, 2020 Special Meeting*~~

5.2 Appointments

- a. *Appointment of George MacGregor (R) to the Board of Assessment Appeals, with a term to expire 11/16/2021*
- b. *Appointment of Danelle Pearson (R) to the Board of Education, with a term to expire 11/16/2021*
- c. *Appointment of Nancy Labonne (R) to the Library Board of Trustees, with a term to expire 11/16/2021*
- d. *Re-appointment of Dick Tanger to the Groton Utilities Commission, with a term to expire 7/1/2023*

5.3 Authorizations

- a. *Authorize the First Selectman to sign the 2020-2021 contract renewal with NECCOG for Animal Control Services*
- b. *Authorize the First Selectman to sign the 2020-2021 contract renewal with Novus Insight for IT and Digital Backup Services*
- c. *Authorize the First Selectman to sign the 2020-2021 contract renewal with Fuss and O'Neil for Groundwater Monitoring Services*
- d. *Authorize the First Selectman to sign the 2020-2021 contract renewal with Anchor Engineering Services for Stormwater Compliance Monitoring Services*

K. Cwikla SECONDED.

MOTION CARRIED 2:0

6.0 New Business

Discuss and act upon:

6.1 TIP Funding for Recreation Department Monitor

K. Cwikla said there had been a purchase of a department for the Recreation Department monitor for \$525. B. Dennler noted there was also a \$20 cable.

K. Cwikla MOVED to authorize up to \$550 from TIP for the purchase of a Recreation Department monitor and accessories. K. Smith SECONDED.

MOTION CARRIED 2:0

6.2 Quote for Garage Door Renovations at DPW

J. Nowosad and J. Tuttle presented a quote for renovations of the garage door at the DPW. J. Nowosad said there was a quote for \$6,105 to raise the door so taller vehicles can fit in the garage bays. He said they also will need to then modify the door itself. K. Smith asked to clarify if the price was for one door. J. Nowosad confirmed and stated that J. Tuttle had requested two doors be modified. He said the modifications would likely bring the price to about \$15,000. K. Smith asked if they were requesting to perform the work on both doors now. J. Tuttle said yes.

K. Smith asked about the source of funding. K. Cwikla said it would need to come from TIP. K. Smith said the amount would require Board of Finance approval as well. J. Nowosad said it was not on the existing TIP list.

K. Smith expressed concern that the project was not included in the most recent TIP list seen by the Board of Selectmen and Board of Finance. J. Nowosad said it had been included on lists years ago and put off because they expected the facility to be replaced. K. Smith suggested the Selectmen do a site walk of the DPW with J. Tuttle and J. Nowosad.

K. Cwikla MOVED to authorize up to \$15,000 from TIP for renovations to two garage bay doors at the DPW subject to approval by the Board of Finance. K. Smith SECONDED.

MOTION CARRIED 2:0

6.3 Hiring Part-Time Library Program Coordinators

C. McCall said the Library Board of Trustees wanted to hire Dylan Waddington as a library aide and two additional employees as substitutes to cover the building due to vacancies and lack of

coverage as a result of COVID19. D. Waddington is currently working as a contractual employee. K. Cwikla asked if this would impact the library budget at all. C. McCall said there would not be any impact.

K. Smith MOVED to hire Dylan Waddington as a library aide at an hourly wage of \$13.75 and Camryn Kessler and Darcy Bruce as substitute library aides also at an hourly wage of \$13.75, effective immediately. K. Cwikla SECONDED.
MOTION CARRIED 2:0

K. Smith MOVED to add Approval of Minutes for the June 19, 2020 Special Meeting as Item 8.0 D. K. Cwikla SECONDED.
MOTION CARRIED 2:0

7.0 Old Business

7.1 TIP Funding for LVFD Washer/Dryer

T. Kulman said LVFD had sought Board of Finance approval for the purchase of a washer and dryer. T. Kulman presented several quotes for both hardware and installation work. He noted this was included on the TIP list during budget season. T. Kulman requested the Board of Selectmen approve up to \$12,000.

K. Smith MOVED to approve up to \$12,000 from TIP for the purchase of a washer/dryer for the LVFD, subject to approval by the Board of Finance. K. Cwikla SECONDED.
MOTION CARRIED 2:0

7.2 FEMA Update

K. Cwikla and B. Dennler discussed updates regarding the FEMA projects on Smith and Randall Road. B. Dennler said the Smith Road project is moving ahead as scheduled since the contract was awarded and they are still awaiting the pre-cast culverts so construction can begin. He said that Anchor Engineering would be taking over management of the Randall Road project as YRC did not feel they could complete the bid process for Randall Road on the timeline the Selectmen required.

NO ACTION TAKEN

8.0 Approval of Minutes

- a. June 11, 2020 Special Meeting — G. Coutu not present

K. Smith MOVED to approve the Minutes of the June 11, 2020 Special Meeting. K. Cwikla SECONDED.
MOTION CARRIED 2:0

- b. June 23, 2020 Special Meeting — G. Coutu not present

K. Smith MOVED to approve the Minutes of the June 23, 2020 Special Meeting. K. Cwikla SECONDED.
MOTION CARRIED 2:0

- c. June 29, 2020 Special Meeting — G. Coutu not present

K. Smith MOVED to approve the Minutes of the June 29, 2020 Special Meeting. K. Cwikla SECONDED.
MOTION CARRIED 2:0

d. June 19, 2020 Special Meeting

K. Smith MOVED to amend the Minutes of the June 19, 2020 Special Meeting to reflect that First Selectman Kevin Cwikla and Selectmen Kathleen Smith and Glen Coutu were in attendance, other attendees included Bernard Dennler (Administrative Assistant) and Valerie Belles (Senior Accountant), and to approve the Minutes as amended. K. Cwikla SECONDED.

MOTION CARRIED 2:0

9.0 Adjournment

The meeting adjourned at 5:33 PM

Respectfully submitted,
Bernard W. Dennler III
Administrative Assistant