

**Board of Selectmen
Regular Meeting
December 1, 2020 — 5:00 PM
TELECONFERENCE
MINUTES**

Member Present: First Selectman Kevin Cwikla, Selectmen Kathleen Smith, Betsy Petrie-McComber, and Robin Chesmer

Others Present: Bernard Dennler (Administrative Assistant/Teleconference Host); Valerie Belles (Senior Accountant); Jay Tuttle (Highway Foreman); Bob Cady (Lebanon Volunteer Fire Department); Rick Kane, Tony Tyler, Maggie McCaw, Rob Slate (Lebanon Historical Society)

1.0 Call to Order

K. Cwikla called the meeting to order at 5:01 PM.

2.0 Public Forum

No public comments were made.

3.0 Correspondence

3.1 Monthly Letter from Troop K

B. Dennler stated the monthly letter was not yet available.

3.2 Police Activity Report

B. Dennler stated the activity report was not yet available.

4.0 Financials

4.1 Monthly budget reports

V. Belles noted there is a deficit of two dollars in the line for Probate Court. She said she is going to look into the reason why that may be. V. Belles said documents related to budget preparation have gone out to all boards and commissions.

5.0 Consent Agenda

B. Petrie MOVED to accept the consent agenda as presented:

5.1 Appointments

- a. *Appointment of Dennis Cronin (D) to the Board of Finance as an Alternate with a term to expire 11/16/2021*

K. Smith SECONDED.

MOTION CARRIED 4:0

6.0 New Business

Discuss and act upon:

6.1 Use or Disposal of Jet Truck

J. Tuttle said the frame has a small crack in it and the cost to repair would be around \$40,000.

K. Cwikla said the Town should move forward to dispose of the vehicle. The Selectmen discussed disposing of the truck by means of auction. J. Tuttle said he believed the vehicle should be used in some way or sold to a contractor that can serve the Town. B. Petrie said she did not believe the

Selectmen should be involved in the WPCA's business. She said the town needs to move to dispose of the vehicle and that the WPCA can decide what contractor to use for related services.

K. Cwikla MOVED to dispose of the jet truck through auction or other means of disposal. R. Chesmer SECONDED.

MOTION CARRIED 4:0

6.2 Ratification of the Public Works Union Contract 2020-2021

K. Cwikla stated he had negotiated a one-year extension to the Public Works Union contract which expired in July. He said there were no major changes in this extension.

B. Petrie MOVED to authorize the First Selectman to sign the Public Works Union Contract 2020-2021. K. Smith SECONDED.

B. Petrie stated she would abstain from the vote because she was not involved in the negotiations.

MOTION CARRIED 3:0 with B. Petrie abstaining

7.0 Old Business

Discuss and act upon:

7.1 Invoices for FSC Parking Lot Lighting

The Selectmen discussed two outstanding invoices for the FSC parking lot lighting upgrades with V. Belles. V. Belles asked if the funds were intended to come from TIP or the FSC paving account. She noted that previous lighting related upgrades had been paid for by TIP but that was prior to the approval of the parking lot paving project by Board of Finance. B. Petrie said that when the project originally began under the previous administration that it was envisioned as being both parking and lighting but that the lighting purchases began before full funding was secured. She said she believed the funds should come from the BOF-approved FSC paving account now instead of TIP for these and any future invoices related to the lighting.

B. Petrie MOVED to authorize payment of \$2,800 to Wells from Account 220-00-430-2701-0030. R. Chesmer SECONDED.

MOTION CARRIED 4:0

B. Petrie MOVED to authorize payment of \$1,450 to Halleigh Electric from Account 220-00-430-2701-0030. K. Smith SECONDED.

MOTION CARRIED 4:0

7.2 FSC Parking Lot Project Update

The Selectmen discussed progress on the Fire Safety Complex paving project. They reviewed total bills to date with J. Tuttle. So far, \$85,000 for paving, process, material, and striping has been expended. R. Chesmer asked if this includes the work at the Senior Center. J. Tuttle confirmed that it did.

NO ACTION TAKEN

7.3 2021-2022 Recreation Mowing Contract

The Selectmen agreed that the revised mowing contract can go out to bid.

NO ACTION TAKEN

7.4 Cell Tower Project Update

B. Cady said Verizon is waiting for Eversource to complete work related to the cell tower. An easement has been updated as-needed. Verizon equipment including tower and fencing have been installed. The town's building has been placed. They are just waiting for Eversource to connect the electricity, then Verizon will install its antennas. The electrical meter will need to have an individual account number.

NO ACTION TAKEN

7.5 Tree Trimming Update

J. Tuttle said there is \$1,035 remaining from the tree trimming funds appropriated by the Board of Finance. He said there is not a day's-worth of trimming funds that remain. B. Petrie and K. Cwikla discussed the need to address known hazard trees. K. Smith and R. Chesmer both agreed that the work should be performed.

NO ACTION TAKEN

7.6 Road and Bridge Update

K. Cwikla reported that work is underway at Chappell and Goshen Hill.

NO ACTION TAKEN

7.7 COVID19 Procedures Update

K. Cwikla reported that the Town Hall has been closed to the public in most circumstances. Town employees are working from the building and remotely to minimize the number of staff in the building at one time. Most services are still available by appointment, including through curbside appointment service. B. Petrie said it was a prudent decision. She stated the Lebanon Volunteer Fire Department has begun planning for vaccinating their staff.

NO ACTION TAKEN

8.0 Approval of Minutes

8.1 Approval of Minutes

Approve the following minutes:

- a. Minutes of the November 10, 2020 Regular Meeting (G. Coutu not present)

K. Cwikla MOVED to amend the minutes of the November 10, 2020 Regular Meeting to remove Selectman Glen Coutu from the list of attendees and to approve as amended. R. Chesmer SECONDED.

MOTION CARRIED 4:0

- b. Minutes of the November 13, 2020 Special Meeting (G. Coutu not present)

K. Cwikla MOVED to approve the minutes of the November 13, 2020 Special Meeting. K. Smith SECONDED.
MOTION CARRIED 4:0

c. Minutes of the November 24, 2020 Special Meeting (G. Coutu not present)

K. Cwikla MOVED to approve the minutes of the November 24, 2020 Special Meeting. K. Smith SECONDED.
MOTION CARRIED 4:0

B. Petrie MOVED to adjourn the order of agenda and to add "Acceptance of Resignation" to the agenda as Item 9.0. K. Cwikla SECONDED.
MOTION CARRIED 4:0

9.0 Acceptance of Resignation

K. Cwikla informed the Board that he had received a letter of resignation from Highway Foreman Jay Tuttle, effective December 15, 2020. K. Cwikla read the letter which stated J. Tuttle had accepted a new position and offered to assist the town as needed during the transition.

B. Petrie MOVED to accept the resignation of Jay Tuttle as highway foreman, effective December 15, 2020. K. Smith SECONDED.
MOTION CARRIED 4:0

B. Petrie MOVED to enter Executive Session and to invite Rick Kane, Tony Tyler, Maggie McCaw, and Rob Slate of the Lebanon Historical Society to participate. K. Smith SECONDED.

10.0 Executive Session

10.1 Executive Session: Strategy and Negotiations regarding Lebanon Green Litigation

Executive Session began at 6:00 PM. The Selectmen returned to public session at 6:35 PM.

11.0 Adjourn

The meeting adjourned at 6:35 PM.

Respectfully submitted,
Bernard W. Dennler III
Administrative Assistant

