

**Board of Selectmen
Regular Meeting
July 13, 2021 — 5:00 PM
Town Hall
MINUTES**

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

Others Present: Ken Perry and Karen Johnson (Clarke Road); Cory Spaulding (Beaumont Highway); Jay Schall and Todd Kulman (Lebanon Volunteer Fire Department); Dean Hunniford (Director of Public Works and Facilities); Bernard Dennler (Office Manager)

1.0 Call to Order

K. Cwikla called the meeting to order at 5:00 PM.

2.0 Public Forum

K. Perry spoke about issues involving his intent to sell his property and a conservation restriction held on the land at 101 Clarke Road. He said he believes the Board of Selectmen can remove or modify the easement. K. Cwikla stated the Selectmen could look at the easement. K. Perry disputed the description of it as an easement and stated it is only a restriction.

C. Spaulding spoke regarding the K. Perry issue. He stated he had looked at the conservation easement and said that the easement gives the Town the ability to reasonably work with K. Perry. He described the easement lines as “randomly” drawn and cut through buildings. He said it may be possible to modify the easement while preserving the intent of the restriction. K. Cwikla said he would review the matter.

3.0 Correspondence

3.1 Monthly Letter from Troop K

The Selectmen reviewed the letter.

3.2 Letter to BOS from Freedom from Religion Foundation

K. Cwikla acknowledged receipt of the letter regarding the use of Town property for the National Day of Prayer event.

4.0 Financials

4.1 Monthly budget reports

The Selectmen reviewed the preliminary budget reports from the end of the fiscal year. K. Cwikla noted that Solid Waste was over budget but that the Transfer Station had also brought in additional revenue.

5.0 Fire Department Report

J. Schall reported there were 57 calls in the last month. There was no major disaster with the tropical storm Elsa although there was some flooding. J. Schall said there has not been a COVID-positive transport call in about a month and a half.

T. Kulman discussed the fire department tax abatement program. He asked the Board of Selectmen to begin discussions on modifying the tax abatement ordinance. He said there total fiscal impact would likely be around \$20,000.

K. Smith and B. Petrie discussed the process of developing modifications to the ordinance. B. Petrie said there is a modified ordinance proposal that had been developed by the previous Board of Selectmen.

6.0 Consent Agenda

B. Petrie MOVED to approve the Consent Agenda as presented:

6.1 *Resignation of Marcia Schuett, Sexton, effective August 1, 2021*

6.2 *Resignation of Linda McDonald, temporary Assistant Town Clerk, effective July 8, 2021*

6.3 *Approval of Tax Refunds*

ELLIS EVE M	\$122.02
ELLIS EVE M	\$117.02
MCDONNELL KEVIN T	\$4.68
MCDONNELL KEVIN T	\$8.12
PRUSSIA WILLIAM F	\$14.10
PRUSSIA WILLIAM F	\$52.99
WHITNEY AUTUMN L	\$21.19

6.4 *NOVUS Contract Renewal 2021-2022*

6.5 *Approval of Minutes*

- a. *Minutes of June 7, 2021 Special Meeting (G. Coutu not present)*
- b. *Minutes of June 8, 2021 Regular Meeting (G. Coutu not present)*
- c. *Minutes of the July 1, 2021 Special Meeting (G. Coutu not present)*
- d. *Minutes of the July 8, 2021 Special Meeting (G. Coutu not present)*

R. Chesmer SECONDED.

MOTION CARRIED 4:0

7.0 New Business

Discuss and act upon:

7.1 DEEP Stormwater Violation Notice June 2021

K. Cwikla stated the Town had received a notice of violation related to the Department of Public Works salt storage. K. Cwikla presented a proposal for a larger, but not significantly taller, temporary salt storage shed on the site. D. Hunniford joined by phone. He has been in contact with Town engineering consultant Brandon Handfield. He said the temporary structure would be about a foot taller and would include paving and sealed blocks to satisfy the DEEP's requirements. K. Smith asked about cost. D. Hunniford estimated it would be under \$35,000. There is \$80,000 in the budget for the current year. R. Chesmer asked if liners or anything else is required under the asphalt. D. Hunniford said they believe no liners are necessary. D. Hunniford said based on his conversations with DEEP that the proposal will correct the violation. R.

Chesmer requested that they investigate options for the material covering and suggested the Town use a forest green cover if it can be purchased.

NO ACTION TAKEN

7.2 CEN/Fiber Access at Municipal Buildings

B. Petrie spoke about a meeting held with B. Dennler and Valerie Belles (Senior Accountant) with a representative of the Connecticut Education Network about connecting municipal buildings to a fiber optic network. She said the American Rescue Plan funds include improving broadband access such as through fiber optic networks. They also discussed connection to additional municipal buildings such as the Community Center, Jonathan Trumbull Library, and Senior Center. The library may be eligible under a different grant through the state.

B. Dennler spoke about inadequacy of current internet connection at Town Hall and ongoing issues with Spectrum. The connection does not meet current needs of building and the issue will grow as more services and programs become cloud-based. He also spoke about need to move to Voice Over IP solution for town phones since the Spectrum internet and voice plans are bundled currently. He and the IT vendor are looking at a VOIP solution that could possibly save money and allow calls to transfer between buildings or allow transferring from remote sites when needed.

The Selectmen agreed to take up the issue as soon as quotes from CEN become available to begin the process which could take about six months to hook up Town Hall.

NO ACTION TAKEN

7.3 Naming of Senior Center Driveway

K. Cwikla discussed the need to name the Senior Center driveway to resolve issues with the addresses. He asked the Selectmen to consider names for the location. B. Petrie said it needs to be designated as a road going forward. K. Cwikla said he would look into the process for naming and designating it.

NO ACTION TAKEN

7.4 2021 Suspense List

K. Lawer said the taxes on the list are considered uncollectable for budgeting purposes. They remain technically collectable for 15 years from the due date. She said her office will continue trying to collect from the list where possible.

K. Smith MOVED to approve the Suspense List in the amount of \$25,427.93. K. Cwikla SECONDED.
MOTION CARRIED 4:0

7.5 Senior Center Capital Request

The Selectmen reviewed a request from the Senior Center Director for the Board of Selectmen to recommend the use of surplus funds to pave the secondary parking area. R. Chesmer expressed concern that future development for housing could affect the parking area. He also noted that project may still be a long way out. B. Petrie said there is a need for additional parking at the site that is safe for the seniors.

R. Chesmer MOVED that the Selectmen recognize the need for paving of the secondary parking lot. B. Petrie SECONDED.

MOTION CARRIED 4:0

7.6 Edward Jones Investment Account, Bond Maturation

B. Dennler reported that the Town's financial advisor at Edward Jones had provided a recommendation to reinvest funds from a bond set to mature on July 21, 2021.

B. Petrie MOVED to buy Federated Hermes Short-Intermediate Total Return Bond Fund in the amount of \$45,000 using the proceeds from the bond maturation of the Bank of Nova Scotia Senior Note, set to mature on July 21, 2021. K. Smith SECONDED.

MOTION CARRIED 4:0

7.7 Approve up to \$250 from TIP to Reset Town Clerk Vault Code

B. Petrie MOVED to approve up to \$250 from TIP for Professional Lock to reset the Town Clerk vault code. K. Smith SECONDED.

MOTION CARRIED 4:0

7.8 Hire of Public Works Maintainer

K. Cwikla reported that an offer had been made to Brian Attardo following interviews for a vacancy in the Department of Public Works.

B. Petrie MOVED to hire Brian Attardo as a highway maintainer at a rate of \$21.21 per hour effective Monday, July 19, 2021 pending competition of all pre-employment procedures. K. Smith SECONDED.

MOTION CARRIED 4:0

8.0 Old Business

Discuss and act upon:

8.1 Update on Library Building Project

K. Cwikla thanked the Selectmen for attending the groundbreaking the previous week. V. Belles and the Town's bond agent are looking at options for bonding. K. Cwikla and B. Dennler are investigating how to obtain the one million dollars in DECD grant funding for the library included in the new state budget as soon as possible.

NO ACTION TAKEN

9.0 Approval of Minutes

9.1 Minutes of the June 28, 2021 Special Meeting (B. Petrie and G. Coutu not present)

K. Smith MOVED to approve the minutes of the June 28, 2021 Special Meeting and to note that the motion under item 3 passed unanimously. R. Chesmer SECONDED.

MOTION CARRIED 3:0 with B. Petrie abstaining

10.0 Executive Session

K. Smith MOVED to enter Executive Session at 6:21 PM and to invite B. Dennler to participate. B. Petrie SECONDED.

MOTION CARRIED 4:0

10.1 Executive Session: Strategy and Negotiations regarding Lebanon Green Litigation

Executive Session began at 6:21 PM and ended at 6:32 PM.

11.0 Adjourn

The meeting adjourned at 6:32 PM.

Respectfully submitted,

Bernard W. Dennler III

Office Manager

Office of the First Selectman