

**Board of Selectmen
Regular Meeting
August 3, 2021 — 5:00 PM
Town Hall & Zoom
MINUTES**

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

Others Present: Valerie Belles (Senior Accountant/Analyst); Jay Schall (LVFD Chief); Bernard Dennler (Office Manager); Dean Hunniford (Director of Public Works/Facilities)

1.0 Call to Order

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

2.0 Public Forum

There were no comments during the public forum.

3.0 Correspondence

3.1 Monthly Letter from Troop K

The Selectmen reviewed the letter.

4.0 Financials

4.1 Monthly budget reports

B. Petrie requested an update on possible surplus from FY2020-2021. V. Belles said it looks like there will be a surplus on the expense side of about \$300,000 but she is waiting for information from a few departments. She does not expect the number to change significantly and expects final numbers for the August Board of Finance meeting.

5.0 Fire Department Report

J. Schall said there were 73 calls in July. Storm response was effective. Fair preparation is mostly complete.

6.0 Consent Agenda

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

6.1 Approval of Tax Refunds

HUDLEY ROBERT M	\$385.76
JOHNSON AND JOHNSON FINANCE CORP	\$208.53
MARTUCCI STEVEN J & ANNA L	\$56.12

6.2 *Authorize First Selectman to sign Fuss and O'Neil Landfill Monitoring Proposal 2021-2022*

6.3 *Authorize First Selectman to sign Barton and Loguidice Stormwater Compliance Proposal 2021-2022*

B. Petrie SECONDED.

MOTION CARRIED 4:0

7.0 New Business

Discuss and act upon:

7.1 Hire of Public Works Maintainer

K. Cwikla said Matthew DeVore has been given a conditional offer letter and is set to begin on August 9.

K. Smith MOVED to hire Matthew DeVore as a Public Works Maintainer per the Public Works Union Contract, effective August 9, 2021 pending satisfactory completion of all pre-employment processes. K. Cwikla SECONDED.

MOTION CARRIED 4:0

7.2 Hire of a Sexton of the Cemeteries

K. Cwikla said Royston Lawer applied for the position of Sexton and had met with him and the former Sexton about duties. He is prepared to take over the position immediately at the current rate of pay from the non-union wage matrix.

B. Petrie MOVED to hire Royston Lawer as Lebanon Sexton effective August 4, 2021 at a rate of \$421.78 per pay period. K. Smith SECONDED.

MOTION CARRIED 4:0

K. Cwikla said the new Sexton may need some additional time to train with the former Sexton who retired on August 1.

B. Petrie MOVED to adjourn order of agenda and add as item 7.3 "Hire of Temporary Assistant Sexton". K. Smith SECONDED.

MOTION CARRIED 4:0

7.3 Hire of a Temporary Assistant Sexton

K. Cwikla said Marcia Schuett is willing to remain on for another month to assist with training the new Sexton. B. Dennler said the Selectmen need to decide on a rate of pay and terms for the position of a temporary assistant. B. Petrie said the Cemeteries budget should be able to absorb paying M. Schuett her previous rate for another month.

B. Petrie MOVED to hire Marcia Schuett as a temporary assistant sexton through August 31, 2021 \$421.78 per pay period. K. Smith SECONDED.

MOTION CARRIED 4:0

7.4 Purchase of a Map Copier/Scanner

B. Dennler said the Building Department and Assessor's Office would like to replace the downstairs map copier with a new copier and scanner combo. The existing copier is near the end of its life and is printing copies very slowly and faintly. The Assessor is investigating options for a replacement. The likely cost would be around \$6,000. Scanner functionality is a priority because it will allow blueprints and maps to be scanned and attached to the digital files from the OpenGov permitting platform the department has been using since last year. The Selectmen agreed to discuss at the next BOS meeting.

NO ACTION TAKEN

7.5 Correct Edward Jones Trade of July 13, 2021 Regular Meeting

K. Cwikla stated that Edward Jones had provided the incorrect ticker symbol for their recommended trade at the previous regular meeting. The motion should be retracted by those who originally made the motion.

B. Petrie MOVED to retract motion of July 13, 2021 Item 7.6 "Edward Jones Investment Account, Bond Maturation." K. Smith SECONDED.

MOTION CARRIED 4:0

B. Dennler said the mistake with the trade instructions was discovered when Edward Jones went to execute the trade on July 21. They contacted the Selectman's Office and asked for authorization to correctly execute their recommendation. B. Dennler put them in touch with Treasurer Deb Martin who authorized the corrected trade on schedule. The Board of Selectmen still need to retroactively authorize this to meet their own internal process.

K. Cwikla MOVED retroactively authorize Edward Jones to purchase Franklin U.S. Government Securities using the proceeds from the \$45,000 Bank of Nova Scotia senior note which matured on July 21, 2021. K. Smith SECONDED.

MOTION CARRIED 4:0

8.0 Old Business

Discuss and act upon:

8.1 CEN/Fiber Access at Municipal Buildings

The Selectmen reviewed preliminary quotes from CEN about setting up fiber optic networks. More quotes and options are available. The Selectmen agreed that they will wait for Novus to weigh in with recommendations at the next ARPA subcommittee meeting.

NO ACTION TAKEN

8.2 DEEP Stormwater Violation Notice June 2021

K. Cwikla shared the Town's reply letter to DEEP regarding the salt shed violation. They have presented to Planning and Zoning but need to make adjustments to the plan. D. Hunniford spoke about a plan to repair the existing structure and possibly moving some storage offsite to the Transfer Station if necessary.

NO ACTION TAKEN

8.3 Update on Library Building Project

K. Cwikla provided an update on the project. Construction is underway. Town counsel is working with state Senator Cathy Osten on disbursement of funds from the DECD grant. This will likely require SHPO sign off but SHPO cannot weigh in until DECD receives request from the Town that constitutes a funding trigger. K. Cwikla will update the Selectmen when more information is available.

NO ACTION TAKEN

8.4 Naming of Senior Center Driveway

B. Petrie discussed the history of the property and suggested naming the driveway after Doctor Imogene Manning, the wife of Dr. Manning. K. Smith said she believed there was once a plan to

connect the driveway and Dr. Manning Drive. R. Chesmer said that is not currently being discussed by Planning and Zoning. B. Petrie suggested it be named Imogene Way or Imogene Court. R. Chesmer suggested Imogene Lane.

K. Cwikla MOVED to recommend designating the current Senior Center driveway as a Town Road to be named "Imogene Lane" subject to approval at Town Meeting. B. Petrie SECONDED.

MOTION CARRIED 4:0

9.0 Approval of Minutes

9.1 Approval of Minutes

- a. Minutes of July 13, 2021 Regular Meeting – G. Coutu not present

B. Petrie MOVED to approve the minutes of the July 13, 2021 Regular Meeting. K. Smith SECONDED.

MOTION CARRIED 4:0

- b. Minutes of July 19, 2021 Special Meeting — G. Coutu and K. Smith not present

B. Petrie MOVED to amend the minutes of the July 19, 2021 Special Meeting to name the attendees as "Members Present: First Selectman Kevin Cwikla, and Selectmen Robin Chesmer and Betsy Petrie-McComber; Other Attendees: Bernard Dennler" and to approve the minutes as amended. K. Cwikla SECONDED.

MOTION CARRIED 3:0 with K. Smith abstaining

10.0 Executive Session

10.1 Executive Session: Strategy and Negotiations regarding Lebanon Green Litigation

No Executive Session was held.

11.0 Adjourn

The meeting adjourned at 5:45 PM.

Respectfully submitted,
Bernard W. Dennler III
Office Manager, First Selectman's Office