

**Board of Selectmen
Regular Meeting
May 3, 2022 — 5:00 PM
Zoom and Town Hall
MINUTES**

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

Others Present: Selette Jemison (Edward Jones); Bernard Dennler (Office Manager to the First Selectman); Hayley Wagner (Finance Director); Jay Schall and Alan Olenick (LVFD); Dave Lyon (Lebanon Life); Ken Perry (110 Clark Road) and Mack McCarrison; Sandra Tremblay (Recreation Director); attorney Catherine Marrion (Waller, Smith, and Palmer)

1.0 Call to Order

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

M. DeCaprio MOVED to adjourn the agenda to bring up item 8.1, "Presentation by Edward Jones". K. Cwikla SECONDED.

MOTION CARRIED 5:0

2.0 Public Forum

D. Lyon presented regarding the digital publication of Lebanon Life. He said he is receiving positive feedback and good traffic to the website. He is requesting that the town allocate funds to support his work on the digital version of the paper.

Mack McCarrison representing Ken Perry of 110 Clark Road spoke regarding the conservation easement placed by the Inland Wetlands Commission on the property. He said the easement runs through the middle of some of the buildings. The Selectmen agreed to discuss the issue with town counsel.

3.0 Correspondence

There was no correspondence.

4.0 Financials

4.1 Monthly budget reports

H. Wagner reviewed the monthly reports with the Selectmen. Legal is over and there are still about three months' worth of legal bills to come. Elections could also go over budget if a second referendum needs to be held. The Police Department will be over budget once the resident state trooper invoice is received from the state. Private duty events are also driving the police budget over. Revenue comes in from those events to cover the expense, but the revenues do not offset the expenses within the department budget.

5.0 Fire Department Report

J. Schall reported there were 50 calls in the month of April. He said it was the lowest number of calls since he became chief.

6.0 Discuss and act on signing a proclamation in honor of Alan Olenick's induction to the CT State Firefighters Hall of Fame

B. Petrie MOVED to present a proclamation honoring Alan Olenick's induction to the CT State Firefighters Hall of Fame. M. DeCaprio SECONDED.

MOTION CARRIED 5:0

K. Cwikla presented the proclamation to A. Olenick.

7.0 Consent Agenda

K. Cwikla MOVED:

7.1 Approval of Tax Refunds:

<i>Eric D. Gamache</i>	<i>\$12.32</i>
<i>Jim Grover and Co LLC</i>	<i>\$18.94</i>
<i>Toyota Lease Trust</i>	<i>\$437.96</i>
<i>Toyota Lease Trust</i>	<i>\$358.18</i>
<i>Toyota Lease Trust</i>	<i>\$124.16</i>

7.2 *Acknowledgement on resignation of Heidi Worthington as Republican Registrar, effective 05/09/2022*

7.3 *Acknowledgement of appointment of Kim Latrobe as Republican Registrar, effective 05/09/2022*

7.4 *Appointment of Jim Jahoda to the Inland Wetlands Commission, with a term to expire 06/01/2024*

7.5 *Appointment of Lori Jahoda as an alternate on the Economic Development Commission, with a term to expire 02/01/2025*

7.6 *Reappointment of Dennis Latchum, Carl Bender, and John Drum to the Inland Wetlands Commission, with terms to expire 06/01/2025*

7.7 *Resignation of Erin Clark as accounting specialist/bookkeeper, effective 04/28/2022*

7.8 *Resignation of Richard Tanger from the Bozrah Light and Power Board of Directors, effective 05/02/2022*

7.9 *Authorize First Selectman to sign Pullman and Comley Engagement Letter for revenue collections*

7.10 *Approval of Minutes*

- a. *Minutes of April 5, 2022 Board of Selectmen Regular Meeting*
- b. *Minutes of April 11, 2022 Board of Selectmen Special Meeting*

K. Smith SECONDED.

MOTION CARRIED 5:0

8.0 New Business

Discuss and act upon:

8.1 Presentation from Edward Jones

S. Jemison presented regarding the Town's holdings managed by Edward Jones. The recommendations included selling 317 shares of Coca Cola and 105 shares of Phillip Morris to

reduce the Town's consumer staple exposure. She recommended the Town also sell 193 shares of Chevron, 243 shares of Exxon and 145 of shares of NextEra to reduce energy exposure in the portfolio.

She recommended updating the Investment Policy Statement which was last revised in 2016.

B. Petrie MOVED to sell 317 shares of Coca Cola, 105 shares of Philip Morris, 193 shares of Chevron, 243 shares of Exxon, 145 shares of NextEra to rebalance the portfolio to a 70/30 mix in accordance with the investment policy statement. K. Smith SECONDED.

MOTION CARRIED 5:0

K. Smith to authorize Selette Jemison to purchase \$40,000 worth of bonds and \$50,000 of CDs using proceeds from the sale of stocks as recommended. B. Petrie SECONDED.

The Selectmen will retroactively approve the specific purchases in the record at the June meeting. \$67.05 will also be rolled into the purchase.

MOTION CARRIED 5:0

8.2 Authorize First Selectman to sign renewal of State Partnership Plan Contract

The Selectmen discussed the rates for the State Partnership Plan which had increased by greater than the state had initially estimated.

B. Petrie MOVED to authorize the First Selectman to sign the renewal of the State Partnership Plan Contract. M. DeCaprio SECONDED.

MOTION CARRIED 5:0

8.3 TIP Bright Idea Grant

H. Wagner said there is a grant from Eversource received several years ago to purchase energy efficient appliances. There was a surplus sitting in TIP and the auditor suggested the funds be returned. H. Wagner spoke to a representative at Eversource and they said the town could still use the funds for purchase of any energy efficient equipment.

K. Smith MOVED to authorize the use of the remaining \$2,803.02 balance from TIP for the Bright Idea Grant. B. Petrie SECONDED.

MOTION CARRIED 5:0

8.4 Hire of pool staff for summer 2022

S. Tremblay presented her recommendations for the hire of pool staff for the 2022 season. She has added evening aquatic exercises and swim lessons. The pool will open after school is out.

B. Petrie MOVED to hire Carol Harkness as Aquatic Director, Katherine Anderson and Sydney Crawford as Water Safety Instructors, and Kirk Ricketts, Roger Harkness, Sebastian Santini, and Remington Walsh as lifeguards for the 2022 pool season per the non-union wage matrix. K. Smith SECONDED.

MOTION CARRIED 5:0

B. Petrie MOVED to amend the agenda to add "June Regular Meeting Date" as Item 8.5. M. DeCaprio SECONDED.

MOTION CARRIED 5:0

8.5 June Regular Meeting Date

K. Cwikla said he has a conflict with the June 7 Regular Meeting date and asked if the Selectmen would like to hold the meeting or delay it. The Selectmen agreed to move the date.

B. Petrie MOVED to revise the annual Board of Selectmen meeting schedule to move the June 7 Regular Meeting to June 14, 2022. M. DeCaprio SECONDED.

MOTION CARRIED 5:0

9.0 Old Business

Discuss and act upon:

9.1 Charter Revision process

C. Marrion presented the Selectmen with a resolution to form a Charter Revision Commission. Once the resolution is passed, the Selectmen have 30 days to appoint members to the Commission. A special meeting will be held to do so before the end of May.

B. Petrie MOVED the following:

LEBANON BOARD OF SELECTMEN

RESOLUTION ESTABLISHING A CHARTER REVISION COMMISSION

WHEREAS, the Town of Lebanon, acting herein by its Board of Selectmen ("BOS"), desires to initiate a review and possible revision of its Town Charter.

NOW, THEREFORE, be it

RESOLVED, that the Town initiate a review and possible revision of its Charter by establishing a Charter Revision Commission pursuant to the statutory process.

FURTHER RESOLVED, pursuant to Conn. Gen. Stat. Section 7-190(a), the BOS shall appoint to the Charter Revision Commission not fewer than five (5) electors nor more than fifteen (15) electors to the Commission within thirty (30) days of the passage of this resolution.

FURTHER RESOLVED, that the BOS directs the Charter Revision Commission to undertake a global review of the Town Charter and recommend revisions to the BOS.

FURTHER RESOLVED that the Charter Revision Commission shall submit its draft report to the Lebanon Town Clerk no later than April 1, 2023.

R. Chesmer SECONDED.

MOTION CARRIED 5:0

B. Petrie MOVED to amend the agenda to include "Use of ARPA funds for Fire Safety Complex fiber" as item 9.2. R. Chesmer SECONDED.

MOTION CARRIED 5:0

9.2 Use of ARPA funds for Fire Safety Complex fiber

B. Dennler presented a quote from Novus to complete the creation of the new fiber network at the public side of the Fire Safety Complex. The Selectmen approved this in concept last month but an exact dollar amount was not authorized.

B. Petrie MOVED to authorize up to \$4,000 in ARPA funds for use in creating the Fire Safety Complex fiber network and to authorize the First Selectman to sign the contract with Novus to perform the work. K. Smith SECONDED.

MOTION CARRIED 5:0

10.0 Approval of Minutes

10.1 Approval of Minutes

- a. Minutes of April 21, 2022 Board of Selectmen Special Meeting – B. Petrie not present

R. Chesmer MOVED to approve the minutes of the April 21, 2022 Special Meeting. K. Smith SECONDED.

MOTION CARRIED 4:0

B. Petrie abstained.

- b. Minutes of April 29, 2022 Board of Selectmen Special Meeting

K. Smith MOVED to revise the minutes of the April 29, 2022 Board of Selectmen Special Meeting to note that M. DeCaprio was present and to approve as amended B. Petrie SECONDED.

MOTION CARRIED 5:0

11.0 Executive Session

B. Petrie MOVED to enter Executive Session and to invite attorney Catherine Marrion of Waller, Smith, and Palmer to attend. K. Smith SECONDED.

MOTION CARRIED 5:0

11.1 Executive Session: Strategy and Negotiations regarding Lebanon Green Litigation

The Selectmen entered Executive Session at 6:16 PM and ended at 6:55 PM.

12.0 Adjourn

The meeting adjourned at 6:55 PM.

Respectfully submitted,

Bernard W. Dennler III

Office Manager to the First Selectman