

**Board of Selectmen
Regular Meeting
December 6, 2022 — 5:00 PM
Zoom and Town Hall
MINUTES**

Members Present: First Selectman K. Cwikla, Selectmen Kathleen Smith (arrived at 5:10 PM), Betsy Petrie-McComber (left at 5:30 PM, returned at 6:10 PM); Selectman Robin Chesmer (via Zoom)
Others Present: Catherine Marrion (Waller, Smith, and Palmer); Jay Schall (LVFD Chief); Hayley Wagner (Finance Director); Dean Hunniford (Public Works Director); Bernard Dennler (Office Manager)

1.0 Call to Order

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

2.0 Public Forum

There were no public comments.

3.0 Correspondence

K. Cwikla stated the board received a letter today from Heatherly Tree Farm thanking the town for the removal of an unsafe roadside tree.

K. Cwikla moved to enter Executive Session and to invite Catherine Marrion, Dean Hunniford, and Bernard Dennler to participate. B. Petrie SECONDED.

Motion Carried 3:0

4.0 Executive Session per CGS 1-200(6)-D: discussion of the selection of a site or the lease, sale, or purchase of real estate.

Executive Session began at 5:02 PM. B. Petrie left the meeting at 5:30 PM. Executive Session ended at 5:40 PM.

5.0 Department Reports

5.1 Finance Department

H. Wagner reported that she is continuing to track the police and elections departments for potential overages later in the year. K. Cwikla asked for her to examine the Solid Waste budget. Budget planning documents for FY23-24 are starting to go out.

5.2 Fire Department

J. Schall reported there were 75 calls in November. The majority were EMS calls. There were three incidents at Scotts involving mulch piles including on Thanksgiving. There was also one significant storm. New SCBAs and the new compressor have been received.

5.3 Public Works Department

D. Hunniford said he is investigating whether Eversource will provide additional funds to assist the town's tree removal project. Snow markers have been placed around all town buildings. Sand and salt are in stock at Public Works in preparation of winter weather. The

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

6.0 Consent Agenda

6.1 Approval of Tax Refunds

2020-03-51338	CCAP Auto Lease LTD	\$166.85
2021-03-51363	CCAP Auto Lease LTD	\$785.46
2021-03-52821	Geikie Richard	\$ 62.00
2021-03-58306	Vault Trust/Ally Financial	\$ 324.39
Total		\$ 1,338.70

Thank you,

Kelly Lawer, CCMC
Tax Collector

6.2 Approval of Minutes

a. *Minutes of November 15, 2022 Special Board of Selectmen Meeting*

6.3 *Re-appointment of Darlene Hathaway and Donna Lenox to the Commission on Aging with terms to expire 01/01/2025, and Geraldine McCaw, Elizabeth Shilosky, and Jane Cady with terms to expire 01/01/2026.*

6.4 *Re-appointment of Barbara Archer and Robert Leone to the Summer Dancefest Committee with terms to expire 01/01/2025*

6.5 *Authorize First Selectman to sign school anti-vaping grant*

6.6 *Authorize First Selectman to sign the FY23-24 contract Dime Oil contract for heating oil, diesel, and 89 octane gasoline*

6.7 *Hire of Dylan Olzacki as a highway maintainer per the CSEA SEIU union contract, effective upon completion of all pre-employment procedures*

R. Chesmer *SECONDED*.

MOTION CARRIED 3:0

7.0 New Business

Discuss and act upon:

7.1 Letter of intent to conduct land acquisition negotiations

K. Cwikla referenced the discussion that took place in Executive Session. He requested a motion to authorize him to sign a letter of intent stating the town's interest in conducting further negotiations. The letter notes that any land sale must be approved by Town Meeting.

K. Smith *MOVED* to authorize the First Selectman to sign a letter of intent to conduct land acquisition negotiations. R. Chesmer *SECONDED*.

MOTION CARRIED 3:0

7.2 Senior Center energy efficiency proposal

D. Hunniford presented a proposal for Titan Energy to perform LED lighting updates to the Senior Center. The annual energy efficiency savings are estimated to be about \$4,400. The total cost of the project is \$15,701 but rebates and an existing Eversource energy efficiency grant can be applied to defray costs.

K. Smith MOVED to authorize the First Selectman to sign a contract with Titan Energy to conduct energy efficiency upgrades to the Senior Center and to authorize up to \$12,500 from ARPA. K. Cwikla SECONDED.
MOTION CARRIED 3:0

B. Dennler noted that the action fulfilled the requirements of the competitive bidding ordinance as it is being done as part of CCM's Energy Purchasing program through Titan Energy.

7.3 Invoice for repair of FSC boilers

D. Hunniford requested TIP funding to cover the cost of emergency repairs to the boiler at Fire Safety Complex.

K. Smith MOVED to authorize \$4,186.85 from TIP to pay the invoice from Mega Mechanical Services LLC for repairs to the boiler at the Fire Safety Complex. R. Chesmer SECONDED.
MOTION CARRIED 3:0

7.4 Purchase of police lockers

K. Cwikla presented a request from the resident state trooper to purchase new lockers for the constables to be funded with TIP.

K. Smith MOVED to authorize up to \$1,500 from TIP to purchase lockers from Global Industrial for the police/resident state trooper office. K. Cwikla SECONDED.
MOTION CARRIED 3:0

7.5 FY23-24 budget calendar

The Selectmen reviewed the Board of Finance budget calendar. They agreed to table discussion of their own budget planning until M. DeCaprio and B. Petrie are available.

NO ACTION TAKEN

7.6 Fire Marshal appointment

K. Cwikla stated that interim fire marshal Mark Waters has agreed to take over the role permanently. A permanent appointment must be made by December 21 when M. Water's position as acting fire marshal expires.

K. Smith MOVED to appoint M. Waters as fire marshal for the Town of Lebanon, effective December 21, 2022. R. Chesmer SECONDED.
MOTION CARRIED 3:0

8.0 Old Business

Discuss and act upon:

8.1 2023-2024 Corn and Hay RFP

R. Chesmer recused himself. B. Petrie returned to the meeting at 6:10 PM. B. Dennler presented the received bids. On Bid A, Square A Farms and Matthew Williams were tied for highest bid at \$2100. Matthew Williams was also the high bid on Bid B and Bid C. Graywall Farms was the high bid on Bid D. B. Dennler noted that Square A Farms is the current lessee for the fields associated with Bid A.

B. Petrie MOVED to award the corn and hay leases for the 2023-2024 growing seasons as follows:

Bid A – 10 acres adjacent to the Lebanon Solid Waste Facility: Square A Farm - \$1050 per year

Bid B – 19 acres adjacent to the Lebanon Solid Waste Facility: Matthew Williams - \$1995 per year

Bid C – 2.75 acres at the Fire Safety Complex, 6.5 acres at the Lebanon Senior Center: Matthew Williams - \$971.25 per year

Bid D – 5.75 acres at New Lebanon Cemetery: Graywall Farms - \$650 per year

K. SMITH SECONDED.

MOTION CARRIED 3:0

R. Chesmer abstained.

9.0 Approval of Minutes

9.1 Minutes of November 9, 2022 Long Term Planning Subcommittee – M. DeCaprio not present

K. Smith MOVED to approve the minutes of the November 9, 2022 Long Term Planning Subcommittee. B. Petrie SECONDED.

MOTION CARRIED 4:0

9.2 Minutes of November 29, 2022 Long Term Planning Subcommittee – M. DeCaprio and B. Petrie not present

K. Smith MOVED to approve the minutes of the November 29, 2022 Long Term Planning Subcommittee. K. Cwikla SECONDED.

MOTION CARRIED 3:0

B. Petrie abstained.

10.0 Adjourn

Meeting adjourned at 6:15 PM.

Respectfully submitted,
Bernard W. Dennler III
Office Manager to the First Selectman