

**Board of Selectmen  
Regular Meeting  
January 10, 2023 — 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:** Hayley Wagner (Finance Director); Dean Hunniford (Director of Public Works/Facilities); Bernard Dennler (Office Manager); Sandy Tremblay (Recreation Director); Phil Chester (Town Planner); Ronald Ives (E. Hebron Tpke); Adam Teff (Titan Energy)

**1.0 Call to Order**

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

**2.0 Public Forum**

Ronald Ives, East Hebron Turnpike, spoke about concerns regarding the Highway Department. He cited observations about employee productivity and locations on Waterman Road where a tree has been roadside since the Christmas weekend storm.

**3.0 Correspondence**

The Selectmen reviewed the monthly letter from Troop K.

**4.0 Department Reports**

**4.1 Finance Department**

H. Wagner reported that besides the Elections and Police Departments, no other departments appear to currently be on track to be over budget for FY22-23. The Lion's Club has paid the invoice for police services for the Lebanon Fair. The new auditors have begun working.

Budget planning needs to begin soon. The Selectmen agreed to meet at 5:00 PM on 1/17, 1/18, 1/24, and 1/26 to discuss the budget.

**4.2 Fire Department**

There was no report.

**4.3 Public Works Department**

D. Hunniford reported there is storm clean-up ongoing. A chipper is being repaired. Roadside mowing is continuing. Distinctive Tree Care is ready to begin the hazardous tree removal project when weather permits. R. Chesmer discussed concerns regarding placement of road barricades and notices during storm-related road closures to prevent dangerous turnarounds. B. Petrie discussed the difficulties with implementing these protocols as they are often ignored or removed by other drivers based on her experience. R. Chesmer discussed the need for mow roadside mowing.

**5.0 Consent Agenda**

K. Smith asked to strike item 5.2B from the consent agenda and to take it up as item 6.0.

K. Smith *MOVED* to accept the consent agenda as amended:

**5.1 Approval of Tax Refunds**

2021-04-80123	Bluebird Hill LLC	\$13.11
2021-03-52140	Dominique Michael F	\$16.64
2021-01-1460	Havelevitch Dennis & Joanne	\$920.59
2021-01-2320	Mello James J	\$20.00
2021-03-56695	Ramos Nancy	\$15.11
2021-03-58737	Wojcik Kyle J	\$599.21

Total \$ 1584.66

**5.2 Approval of Minutes**

- a. *Minutes of December 6, 2022 Regular Meeting*
- b. *Minutes of January 3, 2023 Special Meeting*

- 5.3** *Acknowledge, with regret, the passing of Commission on Aging member Jim Donnelly*
- 5.4** *Re-appointment of James Smith and Ellen Macauley as members of the Economic Development Commission and Christine Warner as an alternate member with terms to expire 02/01/2028*
- 5.5** *Re-appointment of Nicholas Poppiti, Alexis Margerelli-Hussey, and Laura Davidson as members of the Recreation Commission with terms to expire 02/01/2026*
- 5.6** *Re-appointment of Thomas Meyer and Jim Barrett as members of the Cemetery Commission with terms to expire 02/01/2026*
- 5.7** *Re-appointment of Ryk Nelson as a member of the Solid Waste Commission with a term to expire 02/01/2025*
- 5.8** *Resignation of Mark DeCaprio (R) from the Zoning Board of Appeals, effective 01/31/2023*
- 5.9** *Resignation of Christian Grasso as a highway maintainer, effective 12/20/2022*
- 5.10** *Hire of Richard Taylor Jr. as a highway maintainer per the Public Works CSEA Union contract, effective 01/11/2023*
- 5.11** *Authorize First Selectman to sign WilliWaste Service agreement for Jonathan Trumbull Library*

*B. Petrie SECONDED.*

MOTION CARRIED 5:0

**6.0 Approval of Minutes: January 3, 2023 Special Meeting**

K. Smith *MOVED* to note that L. Charron was not present and to approve the minutes OF January 3, 2023 as amended. B. Petrie *SECONDED*.

MOTION CARRIED 5:0

**7.0 New Business**

**Discuss and act upon:**

**7.1 Solar bid results**

A. Teff (Titan Energy) presented the results of RFPs for the installation of solar arrays at Lebanon facilities that could lead to savings and new revenues for the Town. A. Taff stated he worked on developing the solar rooftop projects at the Lebanon schools. Proposals were received from Verogy and Greenskies.

A. Teff presented the landfill project proposals first. Verogy offered a higher annual lease price than Greenskies, but he recommended the Town utilize Greenskies due to complexities of implementing Verogy's proposal that would likely reduce the financial benefit from the annual lease. The engineering team also felt the Verogy proposal was oversized for the site. He also presented proposals for a project on the roof of the Fire Safety Complex which includes the replacement of all fasteners on the existing roof, absorbed into the cost of the proposal. The proposal is a power-purchase agreement rather than a lease. The town would receive power generated at a fixed price for 20 years, creating savings from what the Town currently pays for electricity from Eversource. He recommended the Greenskies proposal for the FSC as well. The Selectmen discussed whether to include the replacement of roof fasteners in the project or to perform this work with on-hand Town funds which would yield greater savings in the power-purchase agreement for the Town.

A. Teff will bring more information to the Selectmen regarding the impact of removing the roof improvements from the scope of the project.

#### NO ACTION TAKEN

#### **7.2 Recommendation to Board of Finance regarding ambulance replacement**

K. Cwikla stated that following the recent Long Term Planning meeting that the BOF will be looking for the BOS to recommend whether to appropriate \$450,000 from the unassigned fund balance to be used for an ambulance purchase. The LVFD needs to be able to place an order as their ambulance is aging and supply chain issues mean there could be a multi-year delay between order and delivery of a vehicle.

*K. Smith MOVED to recommend to Board of Finance that the Town appropriate \$450,000 from unassigned fund balance for the purchase of a replacement ambulance. K. Cwikla SECONDED.*

MOTION CARRIED 4:0

B. Petrie abstained.

#### **7.3 Invoice for electrician services at FSC**

B. Dennler reported there was a need for additional wiring at the Fire Safety Complex to complete the VOIP rollout at that building. The LVFD coordinated hiring an electrician with the expectation the Town would pay for the services as part of the ARPA project.

*M. DeCaprio MOVED to authorize \$1563.45 from ARPA funds to pay for electrical services performed by C&K Electrical LLC as part of the voice over IP project at the Fire Safety Complex. R. Chesmer SECONDED*

MOTION CARRIED 4:0

K. Cwikla abstained.

#### **7.4 Invoice for FASD upgrades at FSC**

B. Dennler reported that as part of the VOIP project at the Fire Safety Complex there was also the need to convert the fire alarm system to a wireless system which would allow the town to disconnect the remaining phone line. Similar service was performed at Town Hall recently as part of TIP.

*R. Chesmer MOVED to authorize \$1,162.50 from TIP to pay for installation of a new AES fire box at the Fire Safety Complex by Fire Alarm Specialty Design, LLC. M. DeCaprio SECONDED.*

MOTION CARRIED 5:0

**7.5 Invoice for plumbing work and water station installation at FSC**

B. Petrie said there is a need to install a new water bubbler with a bottle filler and filter at the Fire Safety Complex. She presented an estimate from James Carboni Plumbing and Heating.

*B. Petrie MOVED to authorize up to \$3,700 from TIP for the purchase and installation for a water bubbler at the Fire Safety Complex by James Carboni Plumbing and Heating Inc. K. Smith SECONDED.*

MOTION CARRIED 5:0

**7.6 Fire Marshal mutual aid agreement**

B. Dennler reported that the new Fire Marshal is working to formalize existing mutual aid arrangements for fire marshal services with neighboring towns. M. DeCaprio stated he would like the agreement reviewed by town counsel.

*K. Smith MOVED to authorize the First Selectman to sign a Fire Marshal mutual aid agreement, pending review by town counsel. M. DeCaprio SECONDED.*

MOTION CARRIED 5:0

**7.7 Edward Jones investment recommendation**

H. Wagner reported that a \$10,000 bond matured in December. The Town's Edward Jones advisor recommended that the Town reinvest in a new financial sector bond.

*K. Cwikla MOVED to reinvest \$10,000 in a financial sector bond as recommended by Edward Jones. K. Smith SECONDED.*

MOTION CARRIED 5:0

**7.8 Landscaping architectural services for Jonathan Trumbull Library**

The Selectmen reviewed a recommendation from the Library Building Committee for landscaping architectural services. The plans will need to be approved by the Green District Design Review Board.

*K. Cwikla MOVED to authorize the First Selectman to sign a contract with Linden Landscape Architects for landscaping architectural services. K. Smith SECONDED.*

MOTION CARRIED 5:0

**7.9 2023 Recreation mowing services contract**

S. Tremblay presented a proposal to continue mowing services with Powers Outdoors Services.

*B. Petrie MOVED to authorize the First Selectman to sign a contract extension with Powers Outdoors Services.*

The Selectmen discussed whether this constitutes a contract extension. Given that the price was increased, M. DeCaprio stated he does not believe this is an extension of the existing contract.

*B. Petrie WITHDREW the motion.*

The Selectmen agreed to review the competitive bidding process and discuss with town counsel the procedure for awarding a new contract.

*K. Smith MOVED to add to the agenda as item 7.10 "Discussion of Playground". K. Cwikla SECONDED.*  
MOTION CARRIED 5:0

**7.10 Discussion of playground**

K. Smith asked for an update on a possible playground at Tyler Field. S. Tremblay said she has received a donation from InCord for a piece of equipment and a donation from Pride's Corner. She plans to request \$60,000 from Board of Finance this year.

NO ACTION TAKEN

**8.0 Old Business**

**Discuss and act upon:**

**8.1 Public Works Building Committee update**

K. Cwikla stated he has received preliminary numbers for an estimate to renovate the building at 859 Beaumont Highway if the town was to purchase the property for use as a Public Works facility. The Public Works Building Committee will meet tomorrow to revise the estimates and look for potential additional savings.

NO ACTION TAKEN

**8.2 2023-2024 budget planning**

The Selectmen agreed to begin meeting next week.

**9.0 Adjourn**

The meeting adjourned at 7:15 PM.

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