

**Board of Selectmen
Regular Meeting
July 11, 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); attorney Catherine Marrion (Waller, Smith, and Palmer); Mark Elliot (LVFD); Brandon Handfield (YRC Consultants); Steve Preli (West Town Street)

1.0 Call to Order

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

2.0 Public Forum

Steve Preli, West Town St, thanked the BOS and DPW for completing the paving of West Town Street. He requested the apron height at one of the driveways be looked at. He also noted the fresh pavement is causing more speeders. K. Cwikla said constables will be doing speed enforcement. D. Hunniford said there will be some touchup work to the aprons.

3.0 Correspondence

No correspondence was received.

4.0 Department Reports

4.1 Finance Department

The Selectmen reviewed the preliminary year-end report from the end of FY2023. There are still invoices yet to be paid that will be booked to that fiscal year. In August, BOF will need to transfer from Contingency to balance out the accounts with overages. Overall, there is expected to be a surplus.

4.2 Fire Department

There was no report.

4.3 Public Works Department

The Selectmen discussed ongoing projects by Public Works, including paving. D. Hunniford reported that the paving on West Town Street was completed except for the touchup work to aprons. On Bogg Lane and Bush Hill, cold-in-place recycling has started leading to confusion for some residents who believe the recycling is the final product but it is actually only a base layer. Once the material has sat for a few weeks, they will return to pave over it.

K. Smith recommended additional work on roadside mowing. D. Hunniford reported on staffing challenges and vehicle issues. The tree subcommittee will meet to consider a new request for funding for tree removal. The last tree removal appropriation has been fully spent.

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

5.0 Consent Agenda

5.1 Approval of Tax Refunds

Thomas M Buckley \$13.05
Peter A Hathaway \$110.30

5.2 Approval of Minutes

a. Minutes of the June 20, 2023 Special Meeting

5.3 Authorize First Selectman to sign 2023 Historic Documents Preservation Grant

5.4 Authorize First Selectman to sign 2023-2024 contract with Novus Insight for IT Services

5.5 Authorize First Selectman to sign 2023-2024 contract with Fuss and O'Neil for landfill groundwater monitoring services

5.6 Authorize First Selectman to sign 2023-224 contract with Barton and Loguidice for stormwater monitoring services

5.7 Authorize First Selectman to sign 2023-2025 contract with State of Connecticut for Resident State Trooper services

5.8 Appointment of Julie Chalifoux as a member of the Economic Development Commission with a term to expire 02/01/28

B. Petrie SECONDED

MOTION CARRIED 5:0

6.0 New Business

Discuss and act upon:

6.1 Ballot questions regarding proposed revisions to Town of Lebanon Charter

C. Marrion presented eight proposed ballot questions regarding the Town of Lebanon Charter based on the recommendations of the Charter Revision Commission. There were seven questions on specific proposed revisions to the Charter and an eighth question authorizing general revisions to ensure all sections conform internally and with Connecticut law.

K. Smith MOVED to approve the ballot questions as presented, included as Attachment A to these minutes.

B. Petrie SECONDED.

MOTION CARRIED 5:0

6.2 Explanatory text regarding proposed revisions to Town of Lebanon Charter

C. Marrion stated that the Selectmen may authorize explanatory text regarding the proposed revisions. The text must be prepared by town counsel with the town clerk and must be neutral. The only action required was to authorize C. Marrion to begin preparing the explanatory text. The text will then need to be approved the Board of Selectmen.

B. Petrie MOVED to authorize town counsel and the town clerk to prepare explanatory text regarding proposed revisions to the Town of Lebanon Charter pending final approval by the Board of Selectmen. K. Smith SECONDED.

MOTION CARRIED 5:0

6.3 Door replacement proposal at FSC

D. Hunniford presented quotes for replacement of interior doors at the Fire Safety Complex. B. Petrie suggested the funds come from ARPA.

B. Petrie MOVED to authorize up to \$35,000 from ARPA for the replacement of interior doors at the Fire Safety Complex. B. Petrie SECONDED.

MOTION CARRIED 5:0

6.4 Police taser replacement proposal

The Selectmen reviewed a proposal from the Resident State Trooper to purchase replacement tasers. This was authorized as part of the budget process. BOF planned to fund the purchase using TIP. B. Petrie suggested using ARPA to fund the purchase instead.

B. Petrie MOVED to authorize up to \$18,000 from ARPA for the purchase of tasers for the Lebanon Police Department. M. DeCaprio SECONDED.

MOTION CARRIED 5:0

6.5 Local emergency medical services plan

B. Petrie and M. Elliot explained that the town is required by the state to periodically update its Local Emergency Services Medical Plan regarding EMS coverage, practices, and response times. M. Elliot presented data regarding EMS response time over the last several years. The Selectmen reviewed a draft of the updated LESMP. B. Petrie stated the Town also needs to designate the Lebanon Volunteer Fire Department as the entity for EMS services with an updated contract.

K. Smith MOVED to authorize the First Selectman to sign the Local Emergency Services Medical Plan and the updated contract for EMS services with the Lebanon Volunteer Fire Department. M. DeCaprio SECONDED.

MOTION CARRIED 4:0

B. Petrie abstained.

7.0 Old Business

Discuss and act upon:

7.1 Public Works building project

B. Handfield presented findings from the flagging of wetlands at the Transfer Station. He stated the wetlands were more expansive than initially believed. The closed landfill, Eversource utility lines, and grade of the land create additional limitations on buildable area. There is very limited buildable space relative to the overall size of the property. The Selectmen will examine if there is a way to reconfigure the Transfer Station to utilize the closed landfill space and open buildable area for a Public Works facility.

NO ACTION TAKEN

7.2 Community Center renovation project

K. Cwikla reported that J. Russo is continuing to get quotes for work at the center to be presented at a future meeting.

NO ACTION TAKEN

M. DeCaprio left at 6:38 PM.

8.0 Approval of Minutes

8.1 Minutes of the June 6, 2023 Regular Meeting – M. DeCaprio not present

K. Smith MOVED to approve the minutes of the June 6, 2023 Regular Meeting as presented. B. Petrie SECONDED.

MOTION CARRIED 4:0

8.2 Minutes of the June 22, 2023 Special Meeting – M. DeCaprio not present

B. Petrie MOVED to approve the minutes of the June 22, 2023 Special Meeting as presented. K. Smith SECONDED.

MOTION CARRIED 4:0

8.3 Minutes of the June 29, 2023 Special Meeting – M. DeCaprio not present

B. Petrie MOVED to approve the minutes of the June 29, 2023 Special Meeting as presented. R. Chesmer SECONDED.

MOTION CARRIED 4:0

9.0 Adjourn

The meeting adjourned at 6:41 PM.

Respectfully submitted,
Bernard Dennler
Office Manager to the First Selectman

NOVEMBER 7, 2023 BALLOT QUESTIONS

#1 – Shall the Town Charter be amended to create the appointed position of Town Manager, who would assume most of the administrative functions of the Town that are currently handled by the First Selectman?

Yes_____ No_____

#2 –Shall the Town Charter be amended to institute an automatic referendum on the Annual Town Budget?

Yes_____ No_____

#3 - Shall the Town Charter be amended to increase the Board of Selectmen authority to purchase and sell real estate on behalf of the Town from \$10,000 to \$50,000?

Yes_____ No_____

#4 - Shall the Town Charter be amended to increase the Board of Finance authority to approve supplemental appropriations from \$10,000 to \$25,000?

Yes_____ No_____

#5 – Shall the Town Charter be amended to limit eligibility to hold elected office to Town residents?

Yes_____ No_____

#6 – Shall the Town Charter be amended to require that the town meeting moderator receive relevant training?

Yes_____ No_____

#7 – Shall the Town Charter be amended to prohibit compensation of non-hired town officials unless required by the Charter or law?

Yes_____ No_____

#8 - Shall all other proposed revisions be made to the Town Charter to update and conform to the remainder of the Charter and Connecticut law?

Yes_____ No_____