

**Board of Selectmen
Regular Meeting
August 8, 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: Jay Schall (LVFD Chief); Jim Russo (J.R Russo LLC); Hayley Wagner (Finance Director); Dean Hunniford (Director of Public Works/Facilities); Selette Jemison (Edward Jones); Sandra Tremblay (Recreation Coordinator); Summer Berube (Kompan, potential playground vendor); Bernard Dennler (Office Manager)

1.0 Call to Order

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

2.0 Public Forum

K. Cwikla invited members of the public to speak. J. Schall requested the room observe a moment of silence in remembrance of member Michael Dumond.

A moment of silence was held.

B. Petrie MOVED to amend the order of agenda and take up item 6.2 "Community Center quotes" at this time. K. Cwikla SECONDED.

MOTION CARRIED 5:0

Discussion on Item 6.2 took place. See Item 6.2.

B. Petrie MOVED to amend the order of agenda take up Item 6.3 "Library building project invoice." K. Smith SECONDED.

MOTION CARRIED 5:0

Discussion on Item 6.3 took place. See Item 6.3. Order of agenda resumed following discussion.

3.0 Correspondence

3.1 Monthly Troop K Report

The Selectmen reviewed the report.

4.0 Department Reports

4.1 Finance Department

H. Wagner reported that FY23 is almost completely wrapped up. There is a surplus on both the expense and revenue side.

4.2 Fire Department

J. Schall reported on planning for funeral services of member Michael Dumond. There were 69 total incidents last month. There was a 68/32 split between fire and EMS. There were two

transports at the Lebanon Fair. That is less than usual. Grounds were cleared at one point by order of the fire department due to a tornado in the region.

The fire department will present a recommendation on the ARPA radio project at the September meeting.

There was a small electrical fire at the fire house and a water leak during the heavy rains. He thanked D. Hunniford for the quick actions by Public Works to help make repairs and get the building dried out to prevent mold.

He recommended the Board of Selectmen support the LVFD's upcoming request to the Board of Finance to allocate a downpayment for the replacement of a firetruck. It is an estimated \$100,000 downpayment.

4.3 Public Works Department

D. Hunniford reported roadside mowing is ongoing. Bogg and Bush Hill will be paved this week. Card Street is next on the paving list. Sightlines have been completed twice. The state DOT is cutting back further than usual on state roads. Mechanic interviews are taking place this week. Current staff have been filling-in with mechanic services during the vacancy. Maintainer interviews are also taking place.

5.0 Consent Agenda

R. Chesmer said item 5.1a should be removed from the consent agenda due to an error recording a motion. B. Dennler will check to determine who seconded the motion and bring minutes back for approval at a future meeting.

K. Cwikla MOVED to approve the consent agenda as amended:

5.1 Approval of Minutes

- a. ~~Minutes of July 10, 2023 Special Meeting~~
- b. *Minutes of July 11, 2023 Regular Meeting*

5.2 Approval of Tax Refunds

2022-01-0000276	William T. Bennison	\$1,000.00
2022-03-0050705	Laura M. Bergeron	\$112.81
2022-03-0051418	Robert M. & Jacqueline M. Chalifoux	\$33.23
2022-03-0052423	Carol A. Edwards	\$88.39
2022-03-0053064	James E. Grant	\$70.18
2022-03-0054678	Amanda Lee	\$118.75
2022-03-0055046	Jon & Nancy Magnuson	\$7.00
2022-03-0055335	Kevin McDonnell	\$21.11
2022-03-0057250	Linda B. & Robert T. Russo	\$567.73
2022-03-0057433	Thomas J. Schwinn	\$117.65
2022-03-0058792	Taylor A. Wenzloff	\$36.54
2022-03-0058801	James J. Wesolowski	\$37.03

Total	\$2,210.42
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K. Smith SECONDED.

MOTION CARRIED 5:0

6.0 New Business

Discuss and act upon:

6.1 Edward Jones presentation regarding voluntary exchange of Johnson & Johnson stock

S. Jemison presented regarding a voluntary exchange offer for Johnson & Johnson stock for Kenvue stock. Kenvue is a spinoff from J&J. S. Jemison recommended they decline the offer. The Selectmen agreed to follow the recommendation by consensus.

NO ACTION TAKEN

6.2 Community Center quotes

J. Russo reviewed worked already complete at the Community Center and work to be complete. The total estimated scope of the renovation is \$226,000. Future work includes replacement of exterior cedar siding, upgrading the bathroom to make it handicap accessible, insulation of the attic, and painting. K. Smith stated she believes the oven should remain part of the kitchen. There is a three-to-four-month lead time on windows and some other materials.

B. Petrie MOVED to authorize an additional \$150,000 from ARPA for the renovation of the community center. K. Cwikla SECONDED.

This brings the total appropriation from ARPA for the community center renovation to \$250,000. The revised scope will include an oven and microwave.

MOTION CARRIED 5:0

6.3 Library building project invoice approval

J. Russo presented an invoice related to a security workstation and monitor installed at the library. Invoices related to the library building project will be approved by the Board of Selectmen as the building committee has disbanded based on the substantial completion of their work.

B. Petrie MOVED to approve the invoice for \$1,200 from Impact Fire Services LLC to be paid for from the Library Building Project fund. K. Smith SECONDED.

MOTION CARRIED 5:0

6.4 Substation planning directive

B. Petrie requested the Board of Selectmen provide a directive to the Town Planner to begin identifying potential locations for a substation and that the BOS formalize its support for substations.

B. Petrie MOVED that the Town Planner and Fire Chief begin work to determine locations for a potential substation on the west end of town. K. Cwikla SECONDED.

K. Smith said it is important to not let the DPW project end up on the backburner. This was agreed upon at the long-term planning meeting. She supports beginning the work to identify the parcels, but she believes the town should not make land purchases until there is progress on the DPW project. B. Petrie said they are not allocating money at this point. R. Chesmer said he does not support allocating funds or resources. He supports investigating the substations but thinks it is premature to direct this work. M. DeCaprio discussed the importance of both projects. K. Cwikla

said the only resources used now would be the town planner's time investigating potential parcels.

P. Chester asked if he examines town-owned land and there are no suitable options should he present private options? K. Cwikla said yes.

MOTION CARRIED 5:0

6.5 Public Works and facilities staffing proposal

K. Cwikla presented a proposal to combine part-time budgeted positions to create a full-time maintainer position dedicated to the transfer station, recreation, and other public works tasks do not require a CDL. He spoke about the difficulty of recruiting and retaining staff in part-time positions in these areas. R. Chesmer expressed concern about consolidating hours and questioned if it would result in less coverage than with the budgeted part-time positions. The Selectmen agreed to discuss the subject again at an upcoming meeting.

NO ACTION TAKEN

B. Petrie MOVED to add item 6.6 recommendations for use of surplus funds. K. Cwikla SECONDED.

MOTION CARRIED 5:0

6.6 Recommendations for use of surplus funds

The Selectmen discussed priorities for use of surplus funds to be presented to Board of Finance. They agreed to support an additional \$300,000 for tree removal and \$100,000 for a down payment on replacement on ET-106.

BOS will meet at 4:00 PM on Monday to further discuss the surplus and public works staffing.

NO ACTION TAKEN

7.0 Old Business

Discuss and act upon:

7.1 Fire Safety Complex roof

K. Cwikla and D. Hunniford discussed the recent water leak at the Fire Safety Complex. D. Hunniford presented a quote for a membrane roof. R. Chesmer said he is not comfortable using the vendor who did the recent roof work. He suggested an engineer review the roof before proceeding with any further work. B. Dennler will continue working on insurance claim process. The Selectmen agreed to retain an engineer to examine the roof before committing to a plan to address the roof.

M. DeCaprio MOVED to authorize K. Cwikla to retain an engineer to examine the fire safety complex roof and damage associated with recent water leaks. K. Smith SECONDED.

MOTION CARRIED 5:0

7.2 Authorize ARPA funds for playground purchase

S. Tremblay and S. Berube presented a quote for the purchase and installation of playground equipment at Tyler Field. The ARPA Subcommittee had already recommended supporting the project.

K. Smith MOVED to approve \$125,000 from ARPA for purchase and installation of a playground at Tyler Field. M. DeCaprio SECONDED.

MOTION CARRIED 5:0

Installation is expected to begin in November.

8.0 Approval of Minutes

8.1 Minutes of July 25, 2023 ARPA Subcommittee

K. Cwikla MOVED to approve the July 25, 2023 ARPA subcommittee minutes. B. Petrie SECONDED

MOTION CARRIED 4:0

M. DeCaprio abstained.

9.0 Adjourn

Meeting adjourned at 7:25

Respectfully submitted,
Bernard Dennler
Office Manager to the First Selectman