**Board of Selectmen**

**Regular Meeting**

**October 3, 2023 — 5:00 PM**

**Zoom and Town Hall**

**MINUTES**

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

**Others Present:** Hayley Wagner (Finance Director); Dean Hunniford (Director of Public Works/Facilities); Michael Wolf (Administrative Clerk); Catherine Marrion; Michael Dunn; Tyler M.; Doug R.; Jay Schall (Fire Department Chief); Bruce Goldstein (Paradise Agency)

1. **Call to Order**

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

1. **Public Forum**

M. Dunn discussed his proposal for Town beautification to plant approximately 1,000 daffodils. Additionally, the planting of Hydrangeas will be discussed later, and the removal of low hanging tree branches on the oak tree at the community center should await further approval.

1. **Correspondence**
   1. **Monthly Troop K Report**

The Selectmen reviewed the report.

1. **Department Reports**
   1. **Finance Department**

H. Wagner reported that the advertising budget is overbudget due to its relevance to the proposed charter revision publication using those funds. With the upcoming Town Meeting at the Library Wagner explained how the Town finances have had no surprising changes.

The board commends Hayley for a job well done with the audit.

* 1. **Fire Department**

J. Schall reported that B. Petrie completed the Public Information Officer Class and multiple members are in fire fighter training. In the past year the fire department had 814 calls, 67 members (60 had activity), and 26 active status members (over double previous years active member totals). Additionally, the department has taken on multiple new public engagement and education events to promote the department in the community including appearances at the Lebanon Farmers Market.

* 1. **Public Works Department**

D. reported that public works is working on multiple HVAC projects, town guard rails, and continuing to clear town roads.

1. **Consent Agenda**

B. Petrie-McComber MOVED to approve the consent agenda as presented.

* 1. **Tax Refunds**

K. Smith SECONDED.

MOTION CARRIED 4:0

1. **New Business**

**Discuss and act upon:**

* 1. **Public Communication Regarding Charter Revision**

Cathrine Marrion discussed the opportunity to send out a neutral selectman’s letter for information on ballot questions regarding the charter revision.

B. Petrie-McComber MOVED to authorize the Board of Selectmen to have town counsel Catherine Marrion draft a neutral cover letter to accompany the explanatory text for the Charter revision questions on the November 7, 2023 ballot and for the letter and text to be mailed to Lebanon residents, with funding to come from the Town Hall advertising account. K. Smith SECONDED.

K. Smith explained that the text should also be sent to the Town Library, Town Hall, Senior Center, and the school systems.

MOTION CARRIED 4:0

* 1. **Fire Department Radio Presentation**

J. Schall reported how the new radio system will provide more access for town entities to communicate more efficiently. This includes town wide training and specific improvements to the school system. The proposal includes a three-phase system that will replace all current radios with 800 new radios. J. Schall recommends increasing the budget for the project to $550,000 from the originally proposed $450,000 for added contingency costs. The original quote for the project came from the state bid list.

K. Smith MOVED to authorize the First Selectman to sign a contract with Goosetown Communications to update the radio system for the fire department with a budget of $550,000 to come from ARPA funds. K. Cwikla SECONDED.

B. Petrie-McComber remarked that she was recusing from the vote.

MOTION CARRIED 3:0

B. Petrie-McComber abstained.

* 1. **Request for ARPA Funds for Fire Safety Complex Painting and Flooring**

The Selectmen reviewed quotes for flooring and painting at the Fire Safety Complex.

B.Petrie-McComber MOVED to waive the bid requirements for the FSC painting project due to the need for an expedited process K. Smith SECONDED.

MOTION CARRIED 4:0

K. Smith MOVED to allocate $15,000 from ARPA funding to paint the Fire Safety Complex with Dan ‘O’ Painting and Home Repair. B. Petrie-McComber SECONDED.

MOTION CARRIED 4:0

B.Petrie-McComber MOVED to waive the bid requirements for the FSC flooring project due to the need for an expedited process K. Smith SECONDED.

MOTION CARRIED 4:0

B. Petrie-McComber MOVED to allocate $15,000 from ARPA funding to replace flooring in the Fire Safety Complex with Schneider’s Flooring America. K. Smith SECONDED.

MOTION CARRIED 4:0

* 1. **Quote for Exterior Doors at the Community Center**

The item was tabled to gather more information on pricing.

* 1. **Quote for Plumbing Work at the Community Center**

The Selectmen reviewed quotes from

K. Smith MOVED to allocate up to $4,500 of previously designated ARPA funds for the plumbing. K. Cwikla SECONDED.

MOTION CARRIED 4:0

* 1. **TIP Request for Police Lasers**

B. Petrie-McComber MOVED to allocate up to $3,800 for the police speed laser project. K. Smith SECONDED.

MOTION CARRIED 4:0

* 1. **Tax Abatement Extension**

B. Goldstein addressed the Board, requesting an additional extension of the existing tax abatement for the construction of senior housing by Paradise Agency. The Economic Development Commission recommended the extension.

K. Smith MOVED to extend the tax abatement for the Paradise Agency for one year. R. Chesmer SECONDED.

MOTION CARRIED 4:0

B. Petrie-McComber MOVED to add item 6.8 “Church Septic Payment Request from J. R. Russo LLC.” K. Smith SECONDED.

MOTION CARRIED 4:0

* 1. **Church Septic Payment Request from Jim Russo LLC**

B. Petrie-McComber MOVED to allocate $500 to J.R. Russo LLC for expenses associated with the Church Septic project, with funds coming out of the library renovation fund. K. Smith SECONDED.

MOTION CARRIED 4:0

1. **Old Business**

**Discuss and act upon:**

* 1. **Authorize the First Selectman to Sign a Contract for the Lebanon Green/ Church Septic**

The Selectmen agreed that the action taken at the 09/12/2023 was satisfactory for the First Selectman to take appropriate action.

The Selectmen add special praise for all the work Jim Russo has done for the town in this and all projects to date.

1. **Discuss and act upon approval of minutes**
   1. **September 12, 2023 Regular Meeting – B. Petrie not present**

K. Smith MOVED to approve of the minutes with the correction that section 6.5 to read *M. DeCaprio MOVED to authorize up to* ***$9,300*** *from TIP*… . B. Petrie-McComber SECONDED.

MOTION CARRIED 3:0

B. Petrie-McComber ABSTAINED

* 1. **September 26, 2023 Special Meeting -- M. DeCaprio and K. Smith not present**

B. Petrie-McComber MOVED to approve the minutes from the September 26th special meeting. K. Cwikla SECONDED.

MOTION CARRIED 3:0

K. Smith ABSTAINED

1. **Adjourn**

Meeting adjourned at 6:11pm.

Respectfully submitted,

Michael R. Wolf  
Administrative Clerk