

Board of Selectmen
REGULAR MEETING
January 10, 2017– 3:00 PM
Town Hall
MINUTES

Members present: First Selectman Betsy Petrie, Selectman Glen Coutu, and Selectman John Bendoraitis

Others present: Highway Foreman Jay Tuttle and Administrative Assistant Linda McDonald

1.0 Call to Order: B. Petrie called the regular meeting to order at 3:04 p.m.

2.0 Public Forum: No audience of citizens.

3.0 Correspondence: No correspondence.

4.0 Financials

4.1 Monthly Expenditure Report

5.0 New Business

5.1 Bid Opening for FY 2018 Fuel Oil, Diesel, and Mid-Grade Gasoline Supply and Delivery:

Bids from the following companies were opened: Mirabito Energy Products, East River Energy, Dime Oil Company and Santa Buckley Energy Inc. Discussion followed. The contract for FY 2018 Fuel Oil, Diesel, and Mid-Grade Gasoline Supply and Delivery will be awarded at a future BOS meeting.

5.2 Adopting Town Credit Card Usage Policy: B. Petrie said there is an independent need for personnel in other Town buildings to use the town's credit card; specifically at the Senior Center and Library. The policy was drafted to establish the official procedures for the use of the Town's credit card.

J. Bendoraitis MOVED to adopt the Town of Lebanon Credit Card Usage Policy as presented. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

5.3 Adopting a Town Vehicle Use Policy: B. Petrie explained that this policy would apply to all employees using either a Town vehicle or personal vehicle while on Town business. Discussion followed and slight modifications were made to the draft policy.

J. Bendoraitis MOVED to adopt the Town of Lebanon Vehicle Use Policy with modifications. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

5.4 Authorize the First Selectman to request Extension of Solid Waste Disposal Agreement with Willimantic Waste Paper Company: B. Petrie said the Solid Waste Commission recently voted in favor of extending the Solid Waste Disposal Agreement with Willimantic Waste Paper Company.

J. Bendoraitis MOVED to authorize the First Selectman to request a two year Extension of Solid Waste Disposal Agreement with Willimantic Waste Paper Company to June 30th, 2019. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

- 5.5** Adopting Police Emergency Response Plan: G. Coutu MOVED to adopt the Police Department Emergency Response Plan as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.
- 5.6** Review of Radio Infrastructure Plan and Verizon Cell Phone Tower Contract: B. Petrie explained, pending Town Meeting approval, the Town will enter into an agreement with Verizon this year for a new cell phone tower. This policy would establish procedures for the telecommunications infrastructure improvement plan for the Town and would have to be approved at Town Meeting. She said the next step is to present this draft plan to the Board of Finance. Discussion followed and modifications were made to the draft. There was no action at this time on this agenda item.
- 5.7** Items for future Special Town Meeting: Items for a special town meeting in the latter part of February include:
- Approving the cell phone tower lease
 - Granting of an easement for Perry Road
 - Revising or abolishing the Ordinance Regarding Board of Education Full Election of Membership: Discussion followed on the background for this ordinance. J. Bendoraitis recalled the ordinance was written to allow each political party to run three candidates each election as three positions are up and to take advantage of an option in the state statutes. B. Petrie said options are to clarify the ordinance or abolish the ordinance and let the State General Statutes deal with it.
 - Granting authority to the BOS to sell Town property (Frankel Acre land)
- 6.0 Old Business**
Discuss and act upon:
- 6.1** Update from the Public Works Building Committee: No update.
- 6.2** 2017/2018 Town Property Mowing and Ground Maintenance Bid Specifications: The Board reviewed the bid specifications and made slight modifications.
- J. Bendoraitis MOVED to approve the 2017/2018 Town Property Mowing and Ground Maintenance Bid Specifications as modified and to put contract out to bid. G. Coutu SECONDED. MOTION CARRIED 3:0:0.
- 7.0** Departmental Update: No update.
- 8.0 Minutes**
Discuss and act upon:
- 8.1** Approving the minutes from the December 5, 2016 Special Meeting: G. Coutu MOVED to approve the minutes from the December 5, 2016 special meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.
- 8.2** Approving the minutes from the December 6, 2016 Regular Meeting: G. Coutu MOVED to approve the minutes from the December 6, 2016 regular meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.
- 8.3** Approving the minutes from the December 8, 2016 Special Meeting: G. Coutu MOVED to approve the minutes from the December 8, 2016 special meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

- 8.4** Approving the minutes from the December 15, 2016 Special Meeting: G. Coutu MOVED to approve the minutes from the December 15, 2016 special meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.
- 8.5** Approving the minutes from the December 28, 2016 Special Meeting: G. Coutu MOVED to approve the minutes from the December 28, 2016 special meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.
- 8.6** Approving the minutes from the January 5, 2017 Special Meeting: G. Coutu MOVED to approve the minutes from the January 5, 2017 special meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.
- 9.0 Resignations**
- 9.1** Resignation of Constance Tormey (R) from the Jonathan Trumbull Jr House Museum Board of Trustees LLC (term expires 9/15/2018): B. Petrie said that C. Tormey has moved out of Lebanon. The Board recognized her resignation from the Jonathan Trumbull Jr House Museum Board of Trustees LLC.
- 10.0 Appointments:** No appointments.
- 11.0 Police Report:** The Board reviewed the police report.
- 12.0 Tax Refunds:** J. Bendoraitis MOVED to approve the following tax refunds as recommended by the Tax Collector:

Tax Refunds for January 2017	Amount
Gordon Fraser Jr	\$38.40
Edward Williams	\$269.58
Daniel Gendron 2nd	\$8.18
Daniel Gendron 2nd	\$8.79
Daniel Gendron 2nd	\$7.66
Nissan Infiniti LT	\$84.02
Sandra & Kenneth Carrier	\$10.26
Paul Nardone & Lorna McLaughlin	\$328.50
Gerald Chaviaras	\$18.44
Honda Lease Trust	\$371.72

G. Coutu SECONDED. MOTION CARRIED 3:0:0.

- 13.0 Adjournment:** G. Coutu MOVED to adjourn the regular meeting at 4:07 p.m. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

Respectfully submitted by Linda H. McDonald

Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.