

Board of Selectmen
REGULAR MEETING
February 7, 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, Facilities Director Jason Nowosad, Town Planner Philip Chester, Finance Director Veronica Calvert, Reporter Ekaterine Tchelidze from The Chronicle, and Administrative Assistant Linda McDonald

1.0 Call to Order: B. Petrie called the meeting to order at 3:00 p.m.

2.0 Public Forum: Reporter Ekaterine Tchelidze from The Chronicle introduced herself to the board.

3.0 Correspondence

3.1 Correspondence from the Town Clerk regarding vacancy on the Zoning Board of Appeals.

4.0 Financials

4.1 Monthly Expenditure Report: No report.

5.0 New Business

Discuss and act upon:

5.1 Bid Opening and Possible Award of the 2017/2018 Town Property Mowing and Ground Maintenance Contract: The board received bids from Powers Outdoor Services, Mikkelson Mowing, Archer Landscaping LLC, Custom Cut Landscaping LLC, and TNT Landscaping and Excavation LLC. Facilities Director J. Nowosad will vet the bids and report back to the BOS. No action was taken.

5.2 Awarding the Bid for Construction of the Senior Center Carport: J. Nowosad explained he vetted the bids received. B. Petrie said the project would require additional funding from other sources and would have to go back to the Planning and Zoning Commission (PZC) if walls and doors were added. Discussion followed.

B. Petrie MOVED to award the bid for construction of the Senior Center carport to Lenkiewicz Construction LLC in the amount of \$24,800.00. J. Bendoraitis SECONDED. Discussion followed. G. Coutu suggested adding a propane tank as a heat source within the building. MOTION CARRIED 3:0:0.

B. Petrie MOVED to award the add/alternate bid to Lenkiewicz Construction LLC to in the amount of \$10,000.00 to convert the Senior Center carport to a garage contingent upon funding from other sources and approval from PZC. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

5.3 Winter Update from Public Works foreman:

J. Tuttle reported on specifics in the snow budget summary he provided to the board. He shared with the board the concerns voiced by residents as to the materials being used on town roads in

comparison with surrounding towns. B. Petrie said other towns are using richer mixtures on their roads. J. Tuttle explained that the public works employees have to put down double the amount of material in relation to towns that use treated salt. He spoke about the benefits of using treated salt including: the roads would clear faster, less sand would be needed, less wear and tear on trucks as the loads carried would be lighter, and less sweeping after the season ends would be required. He said the increase in cost of using treated salt would be offset by these savings, contributing to lower overall costs. Discussion followed.

The board recommended that J. Tuttle prepare a detailed presentation for a future meeting of the Board of Finance (BOF) for FY 2017/2018 budget consideration.

5.4 Hiring Vendor for Lighting Upgrade for Town Hall and Senior Center.

J. Nowosad reviewed the three lighting upgrade quotes received and explained the work proposed at Town Hall.

J. Bendoraitis MOVED to hire Halleigh Electric for the lighting upgrade at Town Hall and Senior Center. B. Petrie SECONDED. MOTION CARRIED 3:0:0.

5.5 Hiring Vendor for Electrical Work for Carport at Senior Center: J. Nowosad reviewed the four quotes received for the electrical work associated with the Senior Center carport project.

B. Petrie MOVED to hire Halleigh Electric for electrical work associated with the construction of the Senior Center carport in the amount of \$3,800.00. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

B. Petrie MOVED to hire Halleigh Electric for electrical work associated with the conversion of the Senior Center carport to a garage in the amount of \$500.00 contingent upon funding from other sources. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

5.6 RICOH MP6001 Lease Extension Expiration 5/1/2017 and Proposal for New Contract:

L. McDonald explained that the lease extension for the current printer/copier that services the upper floor of Town Hall will expire in April. The board reviewed the specs on the proposed replacement unit.

G. Coutu MOVED to authorize the First Selectman to enter into a five year lease agreement with RICOH for a MPC 6054 B/W/C Device to replace the MP 6001 in Town Clerk's Office for a monthly cost of \$236.00. B. Petrie SECONDED. MOTION CARRIED 3:0:0.

5.7 Recommendation of Cemetery Commission for naming new cemetery on Synagogue Road: The board determined that more research on the procedure involved in naming the cemetery is needed. Discussion followed on the proposed name of "Chestnut Hill Cemetery". Consensus of the board was to ask the Cemetery Commission to propose other possible names for the new cemetery. No action was taken.

5.8 Authorizing the payment of \$1,063.50 for Directional Sign Post at Lebanon Green, funds to come from TIP: B. Petrie explained that the Lebanon sign post at the north end of the Green was

damaged beyond repair. One half of the total replacement cost of \$2,127.00 has been secured from the Economic Development Commission.

J. Bendoraitis MOVED to authorize the payment of \$1,063.50 for a new directional sign post at the Lebanon Green, funds to come from TIP. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

- 5.9** Process to Repeal 2008 Ordinance on Election of Board of Education Members: The board reviewed and discussed the options from legal counsel to address the ordinance. B. Petrie said repeal of the ordinance would have to be voted on at town meeting. Consensus of the board was to proceed to bring repeal of the ordinance to vote at a future town meeting.

- 5.10** Acceptance of a Grant from the Dept. of Agriculture: P. Chester explained this grant is used for the yearly Farmers Market and to publish a Conservation and Agriculture Commission newsletter.

J. Bendoraitis MOVED to accept the \$15,500 grant from the Connecticut Department of Agriculture. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

- 5.11** Approval of Revised Job Description for Administrative Assistant: J. Bendoraitis MOVED to approve the revised Job Description for Administrative Assistant as presented. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

- 5.12** Proclamation for Morgan Himmelstein: J. Bendoraitis MOVED that the BOS sign a proclamation designating February 7, 2017 as Morgan Himmelstein Day. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

- 5.13** Signage at Fire Safety Complex: No action.

6.0 Old Business

- 6.1** Status Update of Future Town Meeting Items: Town Planner P. Chester listed possible items for consideration at a future town meeting. B. Petrie said that a March date was the earliest a special town meeting could be scheduled.

- 6.2** Approval of FY 2017-2018 Budget: Consensus of the board was to move discussion of this agenda item to follow item 14.0.

- 7.0 Departmental Update:** Update from Land Use Department: P. Chester reported on increased interest in development of vacant lots in town, several seasonal conversions on the lake, and the solar project at 1 Williams Crossing which has broken ground. J. Nowosad reported, fiscal year to date, there are 402 building permits, \$99,000.00 in revenues, and 620 inspections performed, all up from last year.

8.0 Minutes

Discuss and act upon:

- 8.1** Approving the minutes from the January 10, 2017 regular Meeting: G. Coutu MOVED to approve the January 10, 2017 regular meeting minutes as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

8.2 Approving the minutes from the January 12, 2017 Special Meeting: Coutu MOVED to approve the January 12, 2017 special meeting minutes as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

8.3 Approving the minutes from the January 30, 2017 Special Meeting: G. Coutu MOVED to approve the January 30, 2017 special meeting minutes as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

9.0 Resignations: No resignations.

10.0 Appointments

Discuss and act upon:

10.1 Re-appointments of Jane Cady, Geri McCaw, and Elizabeth Shilosky to the Commission on Aging, terms to end 2/1/2020: G. Coutu MOVED to re-appoint Jane Cady, Geri McCaw, and Elizabeth Shilosky to the Commission on Aging, terms to end 2/1/2020. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

11.0 Police Report

12.0 Tax Refunds: J. Bendoraitis MOVED to approve the tax refunds as recommended by the Tax Collector. B. Petrie SECONDED. MOTION CARRIED 3:0:0.

Tax Refunds for February 2017	Amount
Joseph & Janet Rufo	\$3,845.73
Shawn & Patricia McCarthy	\$2,063.75
Heather Abel	\$10.21
Pauline Mutch	\$15.60

13.0 Executive Session Per Connecticut General Statutes Section 1-200(6)(A), to Discuss Personnel Matter with Building Official:

B. Petrie MOVED to enter Executive Session at 4:20 with Jason Nowosad present. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

Executive Session ended at 4:57 p.m. The regular meeting was resumed at 5:03 p.m.

14.0 Possible Action on Personnel Matter: No action.

6.2 Approval of FY 2017-2018 Budget: After review and discussion, J. Bendoraitis MOVED to approve the FY 2017-2018 Budget for presentation to the Board of Finance. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

15.0 Adjournment: J. Bendoraitis MOVED to adjourn the regular meeting at 5:08 p.m. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

Respectfully Submitted Linda H. McDonald