

Board of Selectmen  
**REGULAR MEETING**  
March 7, 2017– 3:00 PM  
Town Hall  
**MINUTES**

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

**Others present:** Superintendent of Schools Robert Angeli, Facilities Director Jason Nowosad, Town Planner Philip Chester, Senior Center Director Darcy Battye, Recreation Coordinator Sandra Tremblay, 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:** Administrative Request from Lebanon Board of Education to Modify the Driveway Islands at the Lebanon Elementary School Superintendent Robert Angeli described the bus navigational concerns leading up to this request. Planning and Zoning Commission have asked Engineer Brandon Handfield to submit a statement that this change would not be a safety concern.

**3.0 Correspondence**

**3.1** Transfer Station Closure on March 15, 2017 for Employee Certification Class.

**3.2** Correspondence from the Department of Agriculture on Award of Farm Viability Grant

**3.3** Minutes from the 2/27/17 Public Hearing Regarding the FY 2017 Community Development Block Grant Program.

**4.0 Financials**

**4.1** Monthly Expenditure Report.

**5.0 New Business**

**Discuss and act upon:**

**5.1** Award of the 2017/2018 Town Property Mowing and Ground Maintenance Contract:

Bids were received from Powers Outdoor Services, Mikkelson Mowing, Archer Landscaping LLC, Custom Cut Landscaping LLC, and TNT Landscaping & Excavation LLC. J. Nowosad reviewed the bids.

B. Petrie MOVED to award the 2017/2018 Town Property Mowing and Ground Maintenance Contract to TNT Landscaping & Excavation LLC. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

**5.2** Award of the 2017/2018 Cemetery Maintenance Contract.

Bids were received from Powers Outdoor Services, Custom Cut Landscaping, and Archer Landscaping. J. Nowosad explained the changes in the specs for this contract and reviewed the bids.

J. Bendoraitis MOVED to award the 2017/2018 Cemetery Maintenance Contract to Archer Landscaping LLC. B. Petrie SECONDED. MOTION CARRIED 3:0:0.

**5.3** 2017/2018 Lawn Mowing & Field Maintenance of Aspinall Recreation Area and Tyler Field Complex Contract:

S. Tremblay said the Recreation Commission has requested the BOS extend the contract with the current vendor for an additional year.

B. Petrie MOVED to approve a one year extension (2017) of the current contract with Powers Outdoor Services, LLC for lawn mowing and field maintenance of Aspinall Recreation Area and Tyler Field Complex. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

**5.4** Award of CDBG Small Cities Program Application Preparation and Program Administration.

RFP's were received from Community Consulting and Lisa Low & Associates. B. Petrie said she and Administrative Assistant L. McDonald opened and reviewed both bids. The bids are identical.

B. Petrie MOVED to award the administration of the 2017 CDBG Small Cities Program Application Preparation and Program to Community Consulting, Willimantic, CT. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

**5.5** A Resolution for the CDBG Small Cities Program.

B. Petrie MOVED to adopt a resolution to authorize the filing of an application for the CDBG Small Cities Program. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

**5.6** A CDBG Resolution for the 2017 Housing Guidelines.

B. Petrie MOVED to adopt a resolution to approve the 2017 Housing Rehabilitation Program Guidelines. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

**5.7** A Resolution for Program Income Reuse Plan for the CDBG Small Cities Program.

B. Petrie MOVED to approve the Program Income Reuse Plan for the CDBG Small Cities Program. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

**5.8** The 2017 Fair Housing Action Plan.

J. Bendoraitis MOVED to approve and authorize the First Selectman to sign the 2017 Fair Housing Action Plan. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

**5.9** Adopting 2017 Fair Housing Resolution.

B. Petrie MOVED to adopt the 2017 Fair Housing Resolution. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

**5.10** Adopting "National Fair Housing Month" Resolution.

B. Petrie MOVED to adopt a "National Fair Housing Month" Resolution. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

**5.11** Leasing a Van for the Senior Center: D. Battye said the facility uses their grant fund to rent one of their vans at \$1,300.00 per month and found out the facility can lease the vehicle for \$500.00 a month for three years. D. Battye will bring a lease proposal for final approval to the BOS probably in May.

**5.12** Proposal from Lebanon Garden Club on Dedication of Pollinator Garden: The Lebanon Garden Club notified the BOS that members would like to dedicate the Pollinator Garden at the Jonathan Trumbull Jr House Museum property to Alicia Wayland at a ceremony on June 10, 2017.

B. Petrie MOVED to approve the dedication of the pollinator garden at the Jonathan Trumbull Jr House Museum property in honor of Alicia Wayland. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

**5.13 Annual Town Meeting:**

a. Annual Operating Budget

b. Capital Improvements (Ordinance Regarding the Approval of Capital Projects): B. Petrie said the driving force to revise this ordinance was to have approval of Capital improvements to run concurrent with approval of the budget. Discussion followed on options available.

B. Petrie MOVED to add agenda item 5.13c: Discussion on items for future Town meeting. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

c. Discussion on items for future town meeting: B. Petrie reported that Town counsel said sale of town land (Frankel Acres) would need a public hearing as well as the cell phone tower (leasing of town land). She said other possible items for town meeting are rescinding the BOE ordinance and Perry Road.

J. Bendoraitis MOVED to add item 5.14 to the agenda: Authorize Farmland Preservation Property Appraisal. B. Petrie SECONDED. MOTION CARRIED 3:0:0.

**5.14** Authorize Farmland Preservation Property Appraisal: J. Bendoraitis MOVED to authorize a Farmland Preservation property appraisal of 108 acres owned by Ray Flegert in the amount of \$4,000.00, funds to come from the open space account. B. Petrie SECONDED. MOTION CARRIED 2:1:0 with G. Coutu opposed.

**6.0 Old Business**

**6.1** Update on Short and Long Term Financial Planning Committee: B. Petrie reported there was continued conversation at these meetings to use the POCD as a guide.

**6.1** Signage at Fire Safety Complex: No signage is anticipated. This item was tabled.

**7.0 Departmental Update:** Update from Town Clerk's Office: No update.

**8.0 Minutes**

**Discuss and act upon:**

**8.1** Approving the minutes from the February 7, 2017 Regular Meeting

J. Bendoraitis MOVED to approve the minutes from the February 7, 2017 regular meeting as presented. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

**8.2** Approving the minutes from the February 8, 2017 Special Meeting.

J. Bendoraitis MOVED to approve the minutes from the February 8, 2017 special meeting.as presented. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

**8.3** Approving the minutes from the February 22, 2017 Special Meeting.

J. Bendoraitis MOVED to approve the minutes from the February 22, 2017 special meeting as presented. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

**9.0 Resignations**

**9.1** Resignation of Dr. Yaw A. Nsiah from the Water Pollution Control Authority:

J. Bendoraitis MOVED to accept, with regret, the resignation of Dr. Yaw A. Nsiah from the Water Pollution Control Authority. B. Petrie SECONDED. MOTION CARRIED 3:0:0.

**10.0 Appointments**

**10.1** Appointment of Mark DeCaprio (R) to fill a vacancy on the Zoning Board of Appeals, term ending 11/21/2017.

B. Petrie MOVED to appoint Mark DeCaprio (R) to fill a vacancy on the Zoning Board of Appeals, term ending 11/21/2017. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

**10.2** Appointment of Patricia McCarthy (D) to fill a vacancy as Alternate on the Economic Development Commission, term ending 2/1/2022.

B. Petrie MOVED to appoint Patricia McCarthy (D) to fill a vacancy as Alternate on the Economic Development Commission, term ending 2/1/2022. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

**10.3** Appointment of Ethan Stearns (R) to fill a vacancy as Alternate on the Economic Development Commission, term ending 2/1/2022.

G. Coutu MOVED to appoint Ethan Stearns (R) to fill a vacancy as Alternate on the Economic Development Commission, term ending 2/1/2022. 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.

<b>Tax Refunds for March 2017</b>	<b>Amount</b>
Waldemar Koenig	\$41.35
Waldemar Koenig	\$14.35
Waldemar Koenig	\$14.45
Alveda Cranick	\$166.43
Justin & Susan Henry	\$100.00

B. Petrie MOVED to enter Executive Session at 4:22 p.m. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

**13.0 Executive Session**

**13.1** Executive Session Per State Statutes Section 1-200 (6)(A): To discuss Building Official position.

The board exited Executive Session at 4:30 p.m.

**14.0 Adjournment:** J. Bendoraitis MOVED to adjourn the meeting at 4:31 p.m. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

Respectfully Submitted Linda H. McDonald

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