

Board of Selectmen
REGULAR MEETING
June 6, 2017– 3:00 PM
Town Hall
MINUTES

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

Others present: Bill Alleman of Edward Jones, Finance Director Veronica Calvert, Senior Center Director Darcy Battye, Recreation Coordinator Sandra Tremblay, Tax Collector Joyce Hofmann, Facilities Director Jason Nowosad, Highway Foreman Jay Tuttle, and Administrative Assistant Linda McDonald

1.0 Call to Order: B. Petrie called the meeting to order at 3:05 p.m.

2.0 Public Forum: There was no public forum.

3.0 Correspondence

3.1 Hartford Courant Article-Eversource to buy Aquarion Water Company.

4.0 Financials

4.1 Monthly Expenditure Report: Some line item adjustments were made to the Buildings and Grounds and Public Works budgets.

4.2 Presentation by Bill Alleman from Edward Jones on review of the Town's Endowment Invest Policy and investment portfolio.

Bill Alleman reported on the status of the Town's endowment account. He reviewed the investment goals/objectives of the Town. The Town is working toward the goal of having a portfolio consisting of 65% equities and 35% bonds. Current value of the portfolio is \$3,276,031.00. B. Alleman reported that a Treasury bond matured last month. Discussion followed on selling some stocks and moving the funds to the Franklin U.S. Government Securities Bond fund.

B. Petrie explained changes were made to the Town's investment policy in 2016 so endowments or donations funding a scholarship award may utilize principal to fund the award in order to achieve a minimum annual award of \$500.00. Several of the scholarship accounts are yielding less than that amount.

J. Bendoraitis MOVED to liquidate the principle from the Emma Reichard Nursing Scholarship, Elizabeth Grant Scholarship, Flora Williams Scholarship, Helen Rogers Scholarship, and Royal Woodward Scholarship totaling \$1,630.93 to raise the yield on each of those to \$500.00. B. Petrie SECONDED. MOTION CARRIED 3:0:0.

J. Bendoraitis MOVED to authorize the sale of \$40,000.00 from holdings in Phillip Morris, \$20,000.00 from Altria Group, \$10,000.00 from Comcast, and \$10,000.00 from PPG Industries and the remaining cash from the bond maturity of \$8,369.07 and invest it in Franklin U.S. Government Securities. B. Petrie SECONDED. MOTION CARRIED 3:0:0.

5.0 New Business

Discuss and act upon:

5.1 Re-investment of Principle in the Edward Jones Endowment Fund: This item was discussed under item 4.2.

5.2 Feedback from May 23, 2017 public hearing regarding proposed lease of a portion of Town owned property located at Lyman Memorial High School, 917 Exeter Road, Lebanon, Connecticut, to Cellco Partnership d/b/a Verizon Wireless for the purpose of the construction and operation of a communications tower:

B. Petrie said positive comments were heard at the public hearing.

D. Battye explained the difference in costs of leasing a van versus currently renting from Enterprise. Leasing a van would save money and comes out of the grant fund, an off budget item. The Board of Finance (BOF) would have to approve the moving of funds for the lease of a van for Elderly and Disabled Demand Responsive Transportation before approval at Town Meeting. This will be brought to the next BOF meeting.

5.3 Calling a Special Town Meeting on to consider and act upon:

1. Approval of the lease of a portion of Town owned property located at Lyman Memorial High School, 917 Exeter Road, Lebanon, Connecticut, to Cellco Partnership d/b/a Verizon Wireless for the purpose of the construction and operation of a communications tower.
2. Approval to lease Van for Elderly and Disabled Demand Responsive Transportation.

There was no action on this agenda item.

5.4 Bid Opening for Janitorial Maintenance Services at the Lebanon Senior Center:

Three bids were received for FY 2017-2018 Janitorial Maintenance Services at the Lebanon Senior Center: System4 (\$10,404.00), Richard's Floor Finish (\$15,362.88), and Uncle Sam's Contractors (\$16,128.00). The bidders will be vetted and the contract awarded at a future BOS meeting.

5.5 Lawn Repair around Town Hall:

J. Nowosad presented two quotes to remove lawn and re-seed areas around the Veterans Memorial Walk at Town Hall: Custom Cut Landscaping bid in the \$1,700.00-\$2,000.00 range not including lime spreading and TNT Landscaping with two quote options of \$5,800.00 and \$4,000.00. J. Nowosad recommended contracting with Custom Cut Landscaping. Discussion followed on the differences with the quote amounts.

B. Petrie MOVED to hire Custom Cut Landscaping to remove grass and re-seed areas around the Veterans Memorial Walk at Town Hall property at a cost not to exceed \$2,000.00, funds to come from Buildings and Grounds account. J. Bendoraitis SECONDED. MOTION CARRIED 2:0:1 with G. Coutu abstaining.

5.6 FY 2016-2017 Budget Review:

5.7 Resident Trooper Contract FY 17-18: B. Petrie said the Town has not received a Resident Trooper contract proposal from the State for FY 17-18.

5.8 Authorize the First Selectman to enter into a two year contract extension of the Solid Waste Disposal Agreement with Willimantic Waste Paper Company.

G. Coutu MOVED to authorize the First Selectman to enter into a two year contract extension of the Solid Waste Disposal Agreement with Willimantic Waste Paper Company beginning July 1, 2017. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

5.9 Replacement copier/printer in Building Department: There are printing issues with the current Brother MFC machine in the Building Department J. Bendoraitis explained the machine is used as a receipt printer and a copier for small jobs. Large printing and copy jobs are done at the main printer downstairs. Discussion followed on dropping the downstairs fax line associated with the current MFC.

J. Bendoraitis MOVED to authorize up to \$200.00 for the purchase of a printer for the Building Department, funds to come from TIP and to eliminate the downstairs fax line. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

6.0 Old Business

Discuss and act upon:

6.1 Status Update of Future Town Meeting Items: This item was tabled.

6.2 Quotes for concrete work at the Lebanon Senior Center:

J. Nowosad reported quotes for concrete work at the Lebanon Senior Center and Aspinall garage were received from L&M Concrete for \$5,800.00 and Magnum and Sons for \$6,751.00.

B. Petrie MOVED to award the bid for concrete work at the Aspinall garage (funds to come from Buildings and Grounds account) and Senior Center (carport floor work to come from Capital Senior Center Garage account and generator pad work to come from emergency management account) to L & M Concrete for a total cost of \$5,800.00. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

6.3 Regional Animal Control Board Update

a. Phone number transfer to NECCOG: B. Petrie reported that there is a message on the phone at the dog pound to dial NECCOG directly. The plan is to have NECCOG take over the 860-642-6379 number so residents will not have to make a toll call to reach NECCOG animal services.

6.4 Janitorial Maintenance Services Contract for Town Buildings FY 2017-2018: The consensus of the Board was to go out to bid for this contract.

6.5 Recommendations from the Cemetery Commission for naming the new cemetery on Synagogue Road: The Board reviewed suggested names submitted by the Cemetery Commission.

B. Petrie MOVED to name the new cemetery on Synagogue Road "North Lebanon Cemetery". J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

J. Bendoraitis MOVED to add agenda item 5.10: Tax Sale. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

- 5.10 Tax Sale:** J. Hofmann said there are five properties on the tax sale scheduled for June 8, 2017 and that Attorney Adam Cohen said three of the properties are probably not saleable. She made recommendations to the Board on the following properties:

Deepwood Drive property - If there are no bidders, options could be to 1.) Pull it from the auction and postpone the auction of the property if it doesn't sell on June 8 and possibly negotiate sale with the abutter or 2.) The attorney could ask if the Tax Collector would accept lower bid than what is owed at the auction.

Exeter Road property: This property is adjacent to the old dump and there are possible smell and contamination issues. Recommendation is, if it doesn't sell, the Town could purchase the property for \$1.00. The Board concurred with her recommendation on this property.

Lakeview Heights: J. Hofmann recommended letting the property go out to bid or postpone the auction on the property if it doesn't sell on June 8. This is a buildable lot.

- 7.0 Departmental Update:** Update from Recreation Department: S. Tremblay explained that the crest on Field #1 at Aspinall Field was removed and the area needs to be graded and seeded. Other projects include cementing the dugout on first base line and the floor to the press box; removing a building and replacing with pre-fabricated building. Discussion followed on the anticipated budget expected for the Recreation Department.

S. Tremblay said an application will be submitted to Army Corp of Engineers for a waiver to cross the wetlands to expand the soccer field. This project is beyond the scope of the Inland Wetlands Commission.

8.0 Minutes

Discuss and act upon:

- 8.1** Approving the minutes from the May 2, 2017 Regular Meeting:

G. Coutu MOVED to approve the minutes from the May 2, 2017 regular meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

- 8.2** Approving the minutes from the May 19, 2017 Special Meeting:

G. Coutu MOVED to approve the minutes from the May 19, 2017 special meeting as presented. B. Petrie SECONDED. MOTION CARRIED 2:0:1 with J. Bendoraitis abstaining.

- 8.3** Approving the minutes from the May 23, 2017 Special Meeting at 5 PM:

J. Bendoraitis MOVED to approve the minutes from the May 23, 2017 special meeting as presented. B. Petrie SECONDED. MOTION CARRIED 2:0:1 with G. Coutu abstaining.

- 8.4** Approving the minutes from the May 23, 2017 Special Meeting at 7 PM:

J. Bendoraitis MOVED to approve the minutes from the May 23, 2017 special meeting as presented. B. Petrie SECONDED. MOTION CARRIED 2:0:1 with G. Coutu abstaining

9.0 Resignations

9.1 Resignation of Carl Skaats from the Economic Development Commission:

G. Coutu MOVED to accept the resignation of Carl Skaats from the Economic Development Commission.
J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

10.0 Appointments

10.1 Appointment of Pat McCarthy to fill vacancy on the Economic Development Commission, term ending 2/1/2020:

B. Petrie MOVED to appoint Pat McCarthy to fill a vacancy on the Economic Development Commission, term ending 2/1/2020. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

10.2 Appointment of Ethan Stearns to fill vacancy on the Economic Development Commission, term ending 2/1/2019:

B. Petrie MOVED to appoint Ethan Stearns to fill a vacancy on the Economic Development Commission, term ending 2/1/2019. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

10.3 Appointment of Alan Seilhammer to fill Alternate vacancy on the Economic Development Commission, term ending 2/1/2022:

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

10.4 Appointment of Dennis Greci to fill Alternate vacancy on the Economic Development Commission, term ending 2/1/2022:

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

10.5 Re-appointment of James McCaw to the Inland Wetlands Commission, term ending 6/1/2020:

J. Bendoraitis MOVED to re-appoint James McCaw to the Inland Wetlands Commission, term ending 6/1/2020. B. Petrie SECONDED. MOTION CARRIED 3:0:0.

10.6 Re-appointment of Carl Bender to the Inland Wetlands Commission, term ending 6/1/2020:

B. Petrie MOVED to re-appoint Carl Bender to the Inland Wetlands Commission, term ending 6/1/2020.
G. Coutu SECONDED. MOTION CARRIED 3:0:0.

10.7 Re-appointment of Dean Gustafson to the Inland Wetlands Commission, term ending 6/1/2020:

B. Petrie MOVED to re-appoint Dean Gustafson to the Inland Wetlands Commission, term ending 6/1/2020. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

11.0 Police Report

12.0 Tax Refunds: G. Coutu MOVED to approve the following tax refunds as recommended by the Tax Collector:

Tax Refunds for June 2017	Amount
Ronald Drum	\$161.87
Elizabeth Larose	\$55.39
Michael Curtin Jr	\$51.67
Peter Heatherly	\$17.34
Janice Johnson	\$29.70

J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

G. Coutu MOVED to add agenda item 5.11: Wood Policy discussion. B. Petrie SECONDED. MOTION CARRIED 3:0:0.

- 5.11** Wood Policy Discussion: Discussion followed on a creating a policy to allow residents to cut discarded wood at the Transfer Station. There were liability and safety concerns. G. Coutu suggested leaving cut wood on side of the road which would be similar to the State’s policy. The wood would be push back far enough so it is not a hazard to drivers. There was further discussion on removing roadside wood to the Transfer Station after a period of time to be bid out for removal.

13.0 Adjournment: B. Petrie MOVED to adjourn the regular meeting at 5:20 p.m. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

Respectfully submitted Linda McDonald

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