

Board of Selectmen
REGULAR MEETING
August 1, 2017– 3:00 PM
Town Hall
MINUTES

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

Others present: Facilities Director Jason Nowosad, Highway Foreman Jay Tuttle, Recreation Coordinator Sandra Tremblay, Registrars Cathe McCall and Berkeley Nowosad, Commander Kenneth Giella of the Lebanon Towne Militia, Bill Alleman from Edward Jones and Administrative Assistant Linda McDonald

1.0 Call to Order: B. Petrie called the meeting to order at 3:03 p.m.

J. Bendoraitis MOVED to address items 4.1 and 4.2 at this time. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

2.0 Public Forum: No public forum.

3.0 Correspondence: No correspondence.

4.0 Financials

4.1 Discuss and act upon recommendation by Bill Alleman from Edward Jones regarding the Town's Endowment Invest Policy and investment portfolio.

B. Alleman summarized why analysts at Edward Jones are rating Allstate shares a Sell.

J. Bendoraitis MOVED to authorize the sale of all Town of Lebanon shares in Allstate and to re-invest all proceeds in Franklin U.S. Government Securities Bond Fund. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

4.2 Investment of Solid Waste Facility fees collected:

B. Petrie explained that disposal fees collected at the Transfer Station are deposited into a Solid Waste savings account and there is no documentation on what the funds are to be used for. She said Finance Director Veronica Calvert has made a recommendation to move the money into a 13 month CD with a higher rate. The consensus of the Board was to table discussion and/or action on this agenda item to a future meeting with the Finance Director present.

4.3 Monthly Expenditure Report: No report.

5.0 New Business

Discuss and act upon:

5.1 Cub Scout Pack 58 Community Service Project Proposal:

The members reviewed a proposal and plans from Cub Scout Pack 58 to build a little free library in Town as a community service project. The Troop would have to work with the Town Planner/Zoning Official on a specific location for the project.

B. Petrie MOVED to approve the Cub Scout Pack 58 Community Service Project to build a little free library near the parking area left of the Community Center. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

5.2 Discussion with Lebanon Towne Militia on Use of Lebanon Green:

Commander Kenneth Giella of the Lebanon Towne Militia said he was present to address any concerns and discussed the schedule for the three day encampment on September 8-10th. He said everything is movable and disposable and there will be no damage to the Green. Some settlers will be there to sell 18th century goods and will carry their own licenses and insurance and no food will be sold.

J. Bendoraitis MOVED to approve the use of the Lebanon Green by the Lebanon Towne Militia for an encampment September 8-10th. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

5.3 Hire of Bud Meyers as Back-up Coverage for the Building Department:

B. Petrie said Bud Meyers would be providing back-up coverage (i.e. during vacation) for the Building Official.

J. Bendoraitis MOVED to retain Bud Meyers as back up Building Official at an hourly rate of \$30.00. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

5.4 Recreation Department Proposal for Magician and Movie on the Green September 8, 2017:

S. Tremblay explained she is requesting approval to have a magician perform on the Lebanon Green at 6:00 pm on Friday, September 8 to be followed by a G-rated movie at dusk around 8 p.m. Both events would be free of charge.

B. Petrie MOVED to grant permission to the Recreation Department to use the Lebanon Green on Friday, September 8, 2017 for a magician performance and outdoor movie. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

5.5 Greenman/Card Cemetery Update:

B. Petrie explained several years ago, Lebanon resident Maurice Gamache was promised 6 plots in this cemetery by the Sexton in return for his care and upkeep over many years of this cemetery on Gates Road. A descendent of the Greenman family notified the Town in 2002 that this is a private cemetery, not owned by the Town and the Town has no authority to allow burials there. This situation was recently brought to the forefront when M. Gamache asked the Town about the procedure to install a family headstone in the cemetery.

B. Petrie said she met last week with Mr. and Mrs. Gamache, Cemetery Commission Chair Howard Wayland, Cemetery Commission member Keith LaPorte and Sexton Marcia Schuett to explain that the Town does not have ownership of the Greenman/Card Cemetery and has no authority to permit any burials there. H. Wayland would like the Town to pursue ownership under Section 19a-308a (Abandoned Cemeteries) of the Connecticut General Statutes, but that would be a lengthy and costly endeavor, as advised by Town counsel.

B. Petrie said M. Gamache has been offered plots in another colonial cemetery in Town and he is in discussion with the Sexton.

5.6 Approving the contract of Candace Brashears as the Director of Jonathan Trumbull Jr. House Museum for the 2017-2018 season:

B. Petrie said the Jonathan Trumbull Jr House Museum Board of Trustees LLC has recommended the re-appointment of Candice Brashears as part-time Director of the Jonathan Trumbull Jr. House Museum for the 2017-2018 season.

B. Petrie MOVED to re-appoint Candice Brashears as part-time Director of the Jonathan Trumbull Jr. House Museum for the 2017-2018 season at an hourly rate of \$22.67 for a maximum of \$7,934.50 for 350 hours of work. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

5.7 Setting date for 2017 Annual Tree Lighting:

G. Coutu MOVED to set Sunday, December 3, 2017 as the date for the annual tree lighting on the Green. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

5.8 Approval of Revision to 2017 BOS Regular Meeting Schedule:

G. Coutu MOVED to approve the revised 2017 BOS regular meeting schedule as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

5.9 Approval of 2018 BOS Regular Meeting Schedule:

B. Petrie MOVED to approve the 2018 BOS regular meeting schedule as presented. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

5.10 Holiday Hours:

B. Petrie MOVED to approve the following Town Hall holiday schedule: Friday, December 15, 2017 – Town Hall closed at 1:00 pm for employee party. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

G. Coutu MOVED to add agenda items 5.11: Hire of Claire Levesque-McKinney as Senior Library Aide and 5.12: Procedure to Opt out of the Provisions of Public Act 17-155: Temporary Health Care Structures to the agenda. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

5.11 Hire of Claire Levesque-McKinney as Senior Library Aide:

B. Petrie MOVED to hire Claire Levesque-McKinney as Senior Library Aide at an hourly rate of \$13.46 for up to 19 hours per week, effective July 31, 2017. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

5.12 Procedure to Opt out of the Provisions of Public Act 17-155: Temporary Health Care Structures:

B. Petrie explained Public Act 17-155: An Act Concerning Temporary Health Care Structures will be enacted on October 1, 2017. This act states “A temporary health care structure shall be allowed as an accessory use in any single-family residential zoning district on a lot zoned for single-family detached

dwellings that is owned by a caregiver or mentally or physically impaired person and used as his or her residence. Such structures shall comply with all setback requirements, coverage limits and maximum floor area ratio limitations that apply to accessory structures in such zoning district.”

B. Petrie said section (j) of this act provides a way for a municipality to opt out of the provisions of this section and would first require the Planning and Zoning Commission to hold a public hearing on such proposed opt out. There was no action on this agenda item.

J. Bendoraitis MOVED to address agenda 7.0 at this time. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

6.0 Old Business

Discuss and act upon:

6.1 Selecting Vendor to address DEEP Stormwater Notice of Violation (NOV):

B. Petrie said the major violation is a lack of salt storage at the Town Garage.

The following bid proposals were reviewed:

Anchor Engineering Services:

\$1,500.00 for Response letter to DEEP addressing the NOV, Stormwater Pollution Prevention Plan (SWPPP) site visit & comprehensive semi-annual inspection, SWPPP update, CSCE inspection report, and annual stormwater training for employees and

\$3,850.00 for quarterly stormwater visual monitoring, monthly stormwater inspections, and semi-annual CSCE inspections and reports.

Atlas Environmental Company:

\$4,900.00 for response to the NOV and stormwater, SWPPP review and update, best management practices training, monthly inspection, quarterly visual monitoring and semi-annual monitoring

After discussion, J. Bendoraitis MOVED to award the bid to Anchor Engineering Services for \$1,500.00 for response letter to DEEP addressing the NOV, Stormwater Pollution Prevention Plan (SWPPP) site visit & comprehensive semi-annual inspection, SWPPP update, CSCE inspection report, and annual stormwater training for employees, funds to come from Contractual Services Public Works account and \$3,850.00 for quarterly stormwater visual monitoring, monthly stormwater inspections, and semi-annual CSCE inspections and reports, funds to come from Buildings and Grounds account for a total of \$5,350.00.

6.2 2017-2018 Snow and Ice Control Contract:

B. Petrie reported on a meeting she had last Thursday with Board of Finance Chair Liz Charron, Board of Education (BOE) Chair Al Vertefeuille, and Superintendent Robert Angeli. Pending BOE approval, the BOE will take over the management of the 2017-2018 Snow and Ice Control Contract. B. Petrie said language would be removed from the contract pertaining to the snow and ice control management of the Town’s buildings. The Town would provide support to the schools if needed. Building and Grounds

Maintainer William Johnson would snow plow the Town sidewalks. There was no action on this agenda item.

- 6.3** Resident State Trooper Contract July 1, 2017-June 30, 2019: B. Petrie reported there is no update to report since the regular BOS meeting in July. No action on this agenda item at this time.

7.0 Departmental Update: Update from Registrars:

Registrars B. Nowosad and C. McCall reported they have received no primary petition as of this date. Any primary petition has to be received in the Registrars and Town Clerk's office by close of business August 9, 2017.

The Registrars stated there are 4,499 persons on the total voter list, with 1,221 registered Democrats, 1,267 Republicans, 1,957 Unaffiliated and 54 Independents. As mandated by State statute, the Registrars and Town Clerk will have office hours on Wednesday, August 9th to receive any petition.

8.0 Minutes

Discuss and act upon:

- 8.1** Approving the minutes from the July 11, 2017 Regular Meeting:

G. Coutu MOVED to approve the minutes from the July 11, 2017 regular meeting as presented. J. Bendoraitis SECONDED. MOTION CARRIED 3:0:0.

- 9.0 Resignations:** No resignations to report.

10.0 Appointments

- 10.1** Re-appointment of Mark Waters as Deputy Fire Marshal, term to expire 10/1/2018:

J. Bendoraitis MOVED to re-appoint Mark Waters as Deputy Fire Marshal, term to expire 10/1/2018. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

- 11.0 Police Report:** The members reviewed the police report.

- 12.0 Tax Refunds:** No tax refunds.

J. Bendoraitis MOVED to enter into Executive Session at 4:17 p.m. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

13.0 Executive Session

- 13.1** Pending Litigation per State Statutes Section 1-200(6)(B)

J. Bendoraitis MOVED to exit Executive Session at 4:21 p.m. G. Coutu SECONDED. MOTION CARRIED 3:0:0.

- 14.0 Adjournment:** J. Bendoraitis MOVED to adjourn the regular meeting at 4:22 p.m. G. Coutu 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.