

Board of Selectmen
REGULAR MEETING
June 5, 2018– 3:00 PM
Town Hall
MINUTES

Members present: First Selectman Betsy Petrie and Selectman John Bendoraitis

Others present: Town Planner Phillip Chester, Highway Foreman Jay Tuttle, Building Official Jason Nowosad, Administrative Assistants Linda McDonald and Bernard Dennler

1.0 **Call to Order:** B. Petrie called the meeting to order at 3:02 PM.

2.0 **Public Forum:** There was no public comment.

3.0 **Correspondence**

3.1 Letter of Resignation of Joyce Okonuk as alternate member on the Planning and Zoning Commission

3.2 Letter from Master Sergeant William Kettle, Troop “K” Executive Officer, regarding monthly public services in the Town

3.3 Letter from Brian Scungio regarding his request for a pair of speed bumps on Kick Hill Road

B. Petrie and J. Bendoraitis discussed issues with speeding throughout the Town and the drawbacks of speed bumps.

Highway Foreman Jay Tuttle advised against the placement of speed bumps, noting that they represent a liability and maintenance issue and can only be safely placed on roads where the posted speed limit is less than 25 miles per hour.

B. Petrie MOVED to enter Executive Session at 3:06 PM joined by Town Planner Phil Chester. SECONDED by J. Bendoraitis.

MOTION CARRIED 2:0:0

4.0 **Executive Session**

4.1 Executive Session Per State Statutes Section 1-200 (6)(D): Property Negotiations

Executive Session ended at 3:25 PM.

No action taken.

5.0 **Act upon Purchase(s) of Development Rights**

J. Bendoraitis MOVED to direct the Town Planner to obtain an appraisal for farmland preservation purposes for the property located at 312 Mack Road. B. Petrie SECONDED.

MOTION CARRIED 2:0:0

J. Bendoraitis MOVED that the Board of Selectmen make an offer for purchase of development rights for property located at 65 Trumbull Highway subject to federal and state funding and the approval of Town at a Town meeting in the amount of \$500,000. B. Petrie SECONDED.

MOTION CARRIED 2:0:0

6.0 Financials

6.1 Monthly Expenditure Report

No action taken.

7.0 New Business

Discuss and act upon:

7.1 Adoption of Consent Agenda Rule of Order.

B. Petrie and Administrative Assistant L. McDonald discussed implementation of a Consent Agenda Rule of Order for meetings of the Board of Selectmen.

B. Petrie MOVED to adopt a Consent Agenda Rule of Order. The Consent Agenda may be presented by the Chair at the beginning of a meeting. Items may be removed from the Consent Agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the Consent Agenda or placed later on the agenda at the discretion of the assembly. J. Bendoraitis SECONDED.

MOTION CARRIED 2:0:0

7.2 Discuss and Act on Bingos, Bazaars and Raffles.

B. Petrie discussed the need for a Town ordinance on bingos, bazaars, and raffles following the discontinuation of approvals through the State of Connecticut Department of Consumer Protection for such events. B. Petrie has obtained a draft ordinance based on one expected to be adopted in a neighboring town. The draft ordinance has been sent to town counsel for review.

B. Petrie noted the State has provided fillable and non-fillable PDF forms for the registration of bingos, bazaars, and raffles. These forms must go to the Town Clerk's office after an ordinance is approved.

J. Bendoraitis discussed the difficulties of taking over the process from the State and noted the Town must consider any possible liabilities which arise from becoming administrators of bingos, bazaars, and raffles.

No action taken.

7.3 Hire of Linda McDonald as PT Administrative Clerk, effective 7/10/18.

B. Petrie MOVED to hire Linda McDonald as PT Administrative Clerk, effective 7/10/18. J. Bendoraitis SECONDED.

L. McDonald noted by retaining a position with the Town that she will be able to continue to act as a passport agent in the Town Hall.

MOTION CARRIED 2:0:0

7.4 Quote for additional roadwork at North Lebanon Cemetery

Building Official J. Nowosad reported on the progress of current work at North Lebanon Cemetery. Nowosad presented a plan for additional roadwork that will keep the vault truck and backhoe out-of-view during funeral processions. The plan has been given a favorable review by the Cemetery Commission.

Nowosad explained that the current budget for the work at North Lebanon Cemetery is \$75,000. The quote for the current work is \$63,200, and the contractor provided a quote of \$6,200 for the additional work, bringing the total cost of the project to \$69,400. Nowosad noted this leaves \$5,600 for additional expenditures.

J. Bendoraitis and B. Petrie discussed the need for a gate. Nowosad explained the Cemetery Commission has not made a decision about the addition of a gate but noted that the cost would likely be around \$5,000.

J. Bendoraitis MOVED to authorize the additional expenditure of \$6,200 from Cemetery Commission Account 220-00-439-2701-0010-0000 for the construction of additional roadwork at North Lebanon Cemetery. B. Petrie SECONDED.

MOTION CARRIED 2:0:0

7.5 Recommendation from Economic Development Commission on tax incentive ordinance

Town Planner Phillip Chester reported that the Economic Development Commission (EDC) has made a recommendation for a tax incentive ordinance focused on agriculture projects in the Town. P. Chester expects the EDC will present a draft of the ordinance within the next two months.

No action taken.

7.6 Non-union wage adjustments

B. Petrie MOVED to approve the two percent wage increase for non-union Town employees as presented in the Fiscal Year 2018-2019 budget. J. Bendoraitis SECONDED.

J. Bendoraitis said he believes it is time to take a broad look at all positions and see if there is a need to make any specific adjustments to positions in the future.

MOTION CARRIED 2:0:0

7.7 Proposal for garage bay lease for Lake Williams campground and the Town

B. Petrie received a copy of the lease for a garage bay at the Lake Williams campground.

J. Bendoraitis and B. Petrie discussed the responsibilities of the lessor and lessee. B. Petrie said she has had conversations with CIRMA and the insurance provider of the apparatus. She will send the lease to town counsel for review.

No action taken.

7.8 Request for extension of Senior Center cleaning contract

B. Petrie and J. Bendoraitis discussed the continuation of the cleaning contract for the Senior Center with System4 Facility Services.

B. Petrie MOVED to authorize the extension of the System4 Facility Services contract J. Bendoraitis SECONDED.

MOTION CARRIED 2:0:0

8.0 Consent Agenda

A consent agenda is presented by the Chair at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items

may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the assembly.

8.1 Approval of Minutes

- a. April 30, 2018 special meeting
- b. May 1, 2018 regular meeting
- c. May 10, 2018 special meeting (7 PM)
- d. May 14, 2018 special meeting

8.2 Appointments

- a. Appoint James Jahoda to fill a vacancy on the Public Works Building Committee.
- b. Appoint Ryk Nelson as Alternate to fill a vacancy on the Solid Waste Commission, term to end 2/1/2021.

8.3 Police Report

8.4 Tax Refunds

Tax Refunds for June 2018	Amount
Mitchel P. Koziol	\$52.60
Cassandra Nichols	\$29.55

B. Petrie MOVED to adopt the Consent Agenda without changes. J. Bendoraitis SECONDED.

MOTION CARRIED 2:0:0

9.0 Unfinished Business

Discuss and act upon:

- 9.1** Lebanon Green Ownership Update. See below for link to State of CT Superior Court Case filing:
<http://civilinquiry.jud.ct.gov/CaseDetail/PublicCaseDetail.aspx?DocketNo=KNLCV186032888S>

No action taken.

9.2 Employee Health Insurance.

J. Bendoraitis MOVED to authorize the First Selectman to sign a contract for the Connecticut State Partnership plan for health insurance starting July 1, 2018. B. Petrie SECONDED.

B. Petrie said that the Board has not received rates yet but expects them this week. She noted that the Town will be able to offer Dental care separately under the new plan.

MOTION CARRIED 2:0:0

9.3 Animal Control Services via NECCOG.

B. Petrie said she is waiting for a contract from NECCOG and expects it later this week.

No action taken.

9.4 Authorize the Library Building Committee to re-engage professional services specific to septic system design.

B. Petrie MOVED to authorize the Library Building Committee to re-engage professional services to septic system design. J. Bendoraitis SECONDED.

MOTION CARRIED 2:0:0

10.0 Approval of Minutes

J. Bendoraitis MOVED to add the June 4, 2018 special meeting minutes to the agenda as item 10.3. B. Petrie SECONDED.

MOTION CARRIED 2:0:0

10.1 May 10, 2018 special meeting (4 PM) (G. Coutu not present)

J. Bendoraitis MOVED to approve the minutes of the May 10, 2018 special meeting. B. Petrie SECONDED.

MOTION CARRIED 2:0:0

10.2 May 24, 2018 special meeting (J. Bendoraitis not present)

B. Petrie MOVED to approve the minutes of the May 24, 2018 special meeting. J. Bendoraitis SECONDED.

MOTION CARRIED 1:0:1 with J. Bendoraitis abstaining

10.3 June 4, 2018 special meeting

B. Petrie MOVED to approve the minutes of the June 4, 2018 special meeting. J. Bendoraitis SECONDED.

MOTION CARRIED 2:0:0

11.0 Executive Session

11.1 Executive Session Per State Statutes Section 1-200 (6)(B): Discussion Regarding Lebanon Green Litigation/
Attorney-Client Communication

No Executive Session held.

12.0 Adjournment

B. Petrie MOVED to adjourn the meeting at 4:00 PM. J. Bendoraitis SECONDED.

MOTION CARRIED 2:0:0

Respectfully Submitted by Bernard W. Dennler III

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