

**Board of Selectmen
REGULAR MEETING
July 10, 2018 — 3:00 PM
Town Hall
MINUTES**

Members present: First Selectman Betsy Petrie and Selectmen Glen Coutu and John Bendoraitis (arrived at 3:24 pm)

Others present: Treasurer Deborah Martin, Town Planner Phillip Chester, Highway Foreman Jay Tuttle, Building Official Jason Nowosad, Administrative Assistant Bernard Dennler, Bill Alleman of Edward Jones, Jay Schall of the Lebanon Volunteer Fire Department, Counsel for Town Catherine Marrion of Waller Smith and Palmer; Jonathan Sczurek, Engineer; Megson, Heagle and Friends; Jim Russo, Library Building Committee Chairman; Tim Fields, Trustee, First Congregational Church; Mark Reynolds, Engineer, Reynolds Engineering Services; Juri Taalman, Counsel for First Congregational Church, Brignole, Bush and Lewis.

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

B. Petrie MOVED to enter Executive Session at 3:00 pm and to include, Counsel for Town Catherine Marrion of Waller Smith and Palmer; Jonathan Sczurek, Engineer; Megson, Heagle and Friend; Jim Russo, Library Building Committee Chairman; Tim Fields, Trustee, First Congregational Church; Mark Reynolds, Engineer, Reynolds Engineering Services; Juri Taalman (arrived at 3:40 pm), Counsel for First Congregational Church, Brignole, Bush and Lewis. SECONDED by G. Coutu.

MOTION CARRIED 2:0:0

2.0 Executive Session

2.1 Executive Session per State Statutes Section 1-200 (6)(B): Discussion regarding the Lebanon Green negotiations

J. Bendoraitis arrived at 3:24 pm.

Juri Taalman arrived at 3:40 pm.

Attendees were excused at 4:18 pm.

Executive Session resumed at 4:25 pm with the Board of Selectmen, Counsel for Town, and Public Works Foreman Jay Tuttle.

Session ended at 4:45 pm with the Foreman for Public Works excused.

Returned to regular session at 5:00 pm.

NO ACTION TAKEN

3.0 Moved Agenda Items

J. Bendoraitis MOVED to take up Agenda Item 5.1 "Presentation by Bill Alleman from Edward Jones on review of the Town's Endowment Invest Policy and Investment Portfolio." G. Coutu SECONDED.

MOTION CARRIED: 3:0:0

3.1 Presentation by Bill Alleman from Edward Jones on review of the Town's Endowment Invest Policy and Investment Portfolio

B. Alleman presented the Board of Selectmen with options the quarterly update for the Town's portfolio. He stated that the Town's goal should be to get to 65 percent stocks and 35 percent bonds to have the most balanced portfolio per investment.

B. Alleman and the Selectmen discussed the performance of stocks which the town holds, and Alleman made recommendations to the Board regarding stock sales and purchases.

John B. MOVED to sell 100 percent of the Town's stock in GE and replace it with equivalent stock in UPS minus \$1643.14 needed to fund scholarships; sell \$50,000 of PPG to invest \$25,000 in US Government Securities and purchase \$25,000 in Illinois Toolworks stock; and sell all securities in the cash account to buy equivalent securities in a money market account. G. Coutu SECONDED.

MOTION CARRIED: 3:0:0

G. Coutu MOVED to take up Agenda Item 8.6 "Department of Public Works building project proposed timeline." B. Petrie SECONDED.

MOTION CARRIED: 3:0:0

3.2 Department of Public Works building project proposed timeline

B. Petrie discussed the timeline for the project to bring the project forward to a November 9 ballot based on consultations with Doug Gillette. Draft bond resolutions are not yet ready. B. Petrie stated that she will need to submit a petition to the Town Clerk prior to the Board of Selectmen's actions setting a Special Town Meeting.

J. Bendoraitis noted that the process may need to be initiated sooner so that the Town Clerk can submit the draft language needed for a ballot.

B. Petrie indicated that she will follow-up the process with Doug Gillette and noted the need for additional clarification regarding the project timeline.

NO ACTION TAKEN

B. Petrie MOVED to take up Agenda Item 8.3 "Update from the Lebanon Volunteer Fire Department Regarding the training center at the Solid Waste Facility and authorization for signage." J. Bendoraitis SECONDED.

MOTION CARRIED: 3:0:0

3.3 Update from the Lebanon Volunteer Fire Department Regarding the training center at the Solid Waste Facility and authorization for signage

B. Petrie left the meeting at 5:40 pm.

Jay Schall stated that all debris on the ground has been cleaned up since the last update provided to the Board of Selectmen. The LVFD has not yet determined where it will place the previously approved dry hydrants and floating debris in the pond still needs to be removed. He also noted that the LVFD is working to make sure they comply with requirements set by the Inlands Wetlands Commission. They already have a building permit for the new facility.

J. Bendoraitis and G. Coutu noted that the signage should be cleared with the Town Planner.

B. Petrie returned to the meeting at 5:48 pm.

NO ACTION TAKEN

4.0 Public Forum: There was no public comment

NO ACTION TAKEN

5.0 Correspondence

5.1 Letter from Master Sergeant William Kettle, Troop "K" Executive Officer, regarding monthly public services in the Town

NO ACTION TAKEN

5.2 Letter regarding litigation

Board of Selectmen reviewed documents related to the case Cory Spaulding Et Al. V. Town of Lebanon. The Board acknowledged the receipt of the Motion for Judgment in Accordance with Stipulation.

NO ACTION TAKEN

6.0 Financials

6.1 Monthly Expenditure Report

B. Petrie stated that despite being over budget on snowplowing due to excessive inclement weather, the Town finished the fiscal year with a surplus. The final numbers are not yet available.

NO ACTION TAKEN

7.0 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 immediately after the consent agenda or placed later on the agenda at the discretion of the assembly.

7.1 Approval of Minutes

- a. June 18, 2018

7.2 Appointments

- a. Re-appointment of Alan Dunnack to the Recreation Commission, term ending 2/1/2021
- b. Re-appointment of Aline Souler to the Recreation Commission, term ending 2/1/2021
- c. Appointment of John Meigel as a second deputy fire marshal, pending certification completion by February 1, 2019
- d. Re-appointment of Sherri-Ann Martin to the Jonathan Trumbull Jr. House Museum Board, term to end 09/15/2021
- e. Re-appointment of Maggie McCaw to the Jonathan Trumbull Jr. House Museum Board, term to end 09/15/2021
- f. Re-appointment of Daniel Moore to the Jonathan Trumbull Jr. House Museum Board, term to end 09/15/2021
- g. Hire of Benjamin Treiss as a part-time Summer Brush Crew worker at a rate of \$13.56 per hour, effective June 25, 2018
- h. Hire of Justin Perez as a part-time Summer Brush Crew worker at a rate of \$13.56 per hour, effective June 25, 2018

7.3 Resignations

- a. Resignation of Steve Salisbury as Deputy Emergency Management Director, effective June 30, 2018
- b. Resignation of Dennis Garrity as Senior Van Driver, effective July 6, 2018

7.4 Police Report

7.5 Tax Refunds

<u>8.0</u>	Tax Refunds for July 2018	Amount
	Acar Leasing LTD	\$293.12
	Mary K. Latrobe	\$172.26
	JP Morgan Chase Bank NA	\$117.82
	G. Donovan Associates Inc.	\$196.98

G. Donovan Associates Inc.	\$194.92
Estate of David E. Morano	\$66.21
Barbara and Ronald Drum	\$346.25
Reverse Mortgage Solutions	\$1389.31
Donald Sholes III	\$68.04
Christopher C. Rice	\$132.30

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

MOTION CARRIED: 3:0:0

9.0 Approval of Minutes

9.1 June 5, 2018 — G. Coutu not present

B. Petrie MOVED to approve the June 5, 2018 minutes. J. Bendoraitis SECONDED.

MOTION CARRIED: 2:0:1 with G. Coutu abstaining

9.2 June 6, 2018 — G. Coutu not present

B. Petrie MOVED to approve the June 5, 2018 minutes. J. Bendoraitis SECONDED.

MOTION CARRIED: 2:0:1 with G. Coutu abstaining

9.3 June 26, 2018 — G. Coutu not present

B. Petrie MOVED to approve the June 5, 2018 minutes. J. Bendoraitis SECONDED.

MOTION CARRIED: 2:0:1 with G. Coutu abstaining

10.0 Unfinished Business

Discuss and act upon:

10.1 Proposed ordinance regarding Bazaars and Raffles to be sent to a Special Town Meeting

B. Petrie stated that the Town is now required to have an ordinance on Bazaars and Raffles. The Town will not adopt an ordinance regarding Bingo. B. Petrie noted there is an exemption for the Senior Center which holds Bingo.

J. Bendoraitis MOVED to send the draft ordinance to a future Town Meeting. G. Coutu SECONDED.

MOTION CARRIED: 3:0:0

10.2 Authorize the First Selectman to sign the NECOG agreement

J. Bendoraitis MOVED to authorize the First Selectman to sign the NECOG agreement. G. Coutu SECONDED.

MOTION CARRIED: 3:0:0

10.3 Update of the disaster recovery agreement

NO ACTION TAKEN

10.4 Selection of a surveyor for Marc Wolf farmland preservation project at 1152 Trumbull Highway

Town Planner P. Chester stated that the Conservation and Agriculture Commission had recommended Robert Hellstrom Land Surveying LLC or CME Associates, Inc as surveyors for the Wolf property. Robert Hellstrom Land Surveying LLC is the low bid.

J. Bendoraitis MOVED to choose Robert Hellstrom Land Surveying LLC as the surveyor for the Marc Wolf farmland preservation project. Funds to come from the Open Space Fund Acct # 220-00-461-2701-0060. G. Coutu SECONDED.

MOTION CARRIED: 3:0:0

11.0 New Business
Discuss and act upon:

11.1 Receive and update cemetery rules as recommended by the Cemetery Commission

The Board of Selectmen acknowledged receipt of updated rules by the Cemetery Commission, noting that no action is necessary as the ordinance creating the commission grants it the ability to set its own rules.

NO ACTION TAKEN

11.2 Authorize First Selectman to sign the grant application for neglected cemeteries

J. Bendoraitis MOVED to authorize the First Selectman to sign the grant application. G. Coutu SECONDED.

MOTION CARRIED 3:0:0

11.3 Renewal of the Weather Service Contract with WeatherWorks for 2018-2019

G. Coutu MOVED to authorize the First Selectman to sign the contract for \$1650.00 with WeatherWorks for 2018-2019. Funds to come from Acct # 430-5320. B. Petrie SECONDED.

MOTION CARRIED 3:0:0

11.4 Renewal of the IT Contract with Novus Insight, September 1, 2018 – August 31, 2019

J. Bendoraitis MOVED to renew the Town's IT Contract with Novus Insight for \$15,456. Funds to come from Acct # 415 100-00-415-5320. G. Coutu seconded.

MOTION CARRIED 3:0:0

11.5 Computer Emergency Backup Services

B. Petrie stated the cost to have Novus takeover emergency backup services would be considerably less than the current annual cost of the Walker Group's services. Novus would cost \$2160.00 annually plus a one-time fee of \$1320.00. The annual cost of Walker's backup services is \$4776.00.

J. Bendoraitis noted the benefits of having all of the Town's essential IT services done by a single provider.

G. Coutu MOVED to authorize Novus Insight to perform emergency backup services for the town at a cost of \$2160.00 annually plus a one-time installation fee of \$1320.00. Funds to come from Acct # 415 100-00-415-5317. J. Bendoraitis SECONDED.

MOTION CARRIED 3:0:0

11.6 Approve Saturday, April 27, 2019 as date for the Earth Day celebration

J. Bendoraitis MOVED to approve Saturday, April 27, 2019 as date for the Earth Day celebration. G. Coutu SECONDED.

MOTION CARRIED 3:0:0

11.7 2018 School Scholarship Funds

B. Petrie MOVED to liquidate the principal from the Emma Reichard Nursing Scholarship, Elizabeth Grant Scholarship, Flora Williams Scholarship, Helen Rogers Scholarship, and Royal Woodward Scholarship totaling \$1,643.14 to raise the yield on each of the scholarships to \$500.00. J. Bendoraitis SECONDED.

MOTION CARRIED: 3:0:0

12.0 Adjournment

B. Petrie MOVED to adjourn the meeting at 6:03pm. J. Bendoraitis SECONDED.

MOTION CARRIED: 3:0:0

Meeting adjourned at 6:03pm.

Respectfully submitted by Bernard Dennler, Administrative Assistant

Please see the Minutes of subsequent meetings for any corrections hereto.