

**Board of Selectmen  
Regular Meeting  
August 7, 2018 — 3:00 PM  
Town Hall  
MINUTES**

**Members Present:** First Selectman Betsy Petrie and Selectman John Bendoraitis

**Others Present:** Tax Collector Joyce Hofmann, Administrative Assistant Bernard Dennler, and Mark Zessin and Denise Lord of Anchoring Engineering

**1.0 Call to Order:** B. Petrie called the meeting to order at 3:01 PM.

**2.0 Old Business:** Discuss and act upon:

**2.1** Award bid for Card, Church, Olenick, and Bender culvert replacement project

M. Zessin stated that Anchoring Engineering received three bids for the culvert replacement projects. Milton C. Beebee & Sons submitted the low bid at \$967,051.00. The other two bids submitted were by Mattern Construction Inc at \$990,213.00 and Hubert E. Butler Construction Company at \$1,042,120. Based on Anchor Engineering's review of the bid packages, they recommended retaining Milton C. Beebee & Sons.

J. Bendoraitis said the Town had worked with the company before had been satisfied with their previous work.

*B. Petrie MOVED to retain Milton C. Beebee & Sons for the Card, Church, Olenick, and Bender culvert replacement project. J. Bendoraitis SECONDED.*

MOTION CARRIED: 2:0:0

**3.0 Public Forum**

*There was no public comment.*

**4.0 Correspondence**

**4.1** Letter from Lt. Christopher Sharland, Commanding Officer, Troop "K"

The Selectmen reviewed the letter concerning monthly police services performed by Troop "K" in the Town of Lebanon.

NO ACTION TAKEN

**5.0 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.*

**5.1 Approval of Minutes**

- a. Regular Meeting, July 10, 2018
- b. Special Meeting, July 17, 2018 — 9:00 AM
- c. Special Meeting, July 31, 2018 — 3:45 PM
- d. Special Meeting, July 31, 2018 — 5:30 PM

**5.2 Appointments**

- a. Re-appointment of Mark Waters as Deputy Fire Marshal, term to expire October 1, 2019
- b. Hiring of Heather Marion as a senior van driver
- c. Hiring of Deneen St. Germain as a senior van driver

**5.3 Resignations**

- a. Accept resignation of Judith Vertefeuille from Library Board of Trustees, effective September 1, 2018

**5.4 Tax Refunds**

- a. No refunds to report

**5.5 Police Report from Resident State Trooper**

**5.6 Approve Sunday, December 2, 2018 as date for annual tree lighting**

**5.7 Approve holiday hours for Friday, December 14, 2018 — Town Hall closing at 1:00 PM**

B. Dennler noted that although the agenda stated there were no tax refunds to report, one had been recommended by the Tax Collector after the agenda had been posted. He suggested this item be removed from the Consent Agenda so that the tax refund could be considered later in the meeting.

*J. Bendoraitis requested to remove items 5.1 (C) and 5.4 from the Consent Agenda. B. Petrie accepted the request.*

*J. Bendoraitis MOVED to accept the Consent Agenda as amended. B. Petrie SECONDED.*

MOTION CARRIED: 2:0:0

*B. Petrie moved to add Agenda Item 5.1 (C) under Agenda Item 6.0 Approval of Minutes.*

**6.0 Approval of Minutes**

**6.1** Special Meeting, July 12, 2018

*J. Bendoraitis MOVED to approve the Minutes of the July 12, 2018 Special Meeting. B. Petrie SECONDED.*

MOTION CARRIED: 2:0:0

**6.2** Special Meeting, July 17, 2018 — 8:00 AM

B. Dennler noted that the time at which the meeting had been called to order was inaccurately recorded as 9:00 AM.

*B. Petrie MOVED to amend the minutes from the July 17, 2018 8:00 AM Special Meeting with a recorded call-to-order time of 8:00 AM. J. Bendoraitis SECONDED.*

MOTION CARRIED: 2:0:0

**6.3** Special Meeting, July 31, 2018 — 3:45 PM

J. Hofmann clarified that the tax refund discussed under Item 5.0 was issued due to a prepayment of taxes and the subsequent sale of the property.

*J. Bendoraitis MOVED to amend the minutes of the July 31, 2018 3:45 PM Special Meeting to include under Item 5.0 that the tax refund was due to a prepayment of taxes and subsequent sale of the property.*

*B. Petrie MOVED to approve the minutes of the July 31, 2018 3:45 PM Special Meeting as amended. J. Bendoraitis SECONDED.*

MOTION CARRIED: 2:0:0

**7.0** Financials

**7.1** Monthly Expenditure Report

The Selectmen said they were satisfied with the reports.

NO ACTION TAKEN

**8.0** New Business: Discuss and act upon:

**8.1** 2019 Board of Selectmen Meeting Schedule

B. Petrie stated that she is open to moving the time of the Board of Selectmen meeting. J. Bendoraitis said in his experience from previous years, public participation in Board of Selectmen meetings was not impacted by the meeting's start time. B. Petrie suggested they wait until G. Coutu is available to vote on the 2019 schedule which would also give them more time to consider changing the meeting time.

NO ACTION TAKEN

**9.0 Executive Session**

**9.1** Executive Session per State Statutes Section 1-200 (6)(B): Discussion regarding Lebanon Green Litigation/Attorney-Client Communication

*No Executive Session*

*B. Petrie MOVED to add "Tax Refunds" to the agenda. J. Bendoraitis SECONDED.*

**10.0 Tax Refunds**

*B. Petrie MOVED to approve refund of \$3710.14 to Helen Pasiuk. J. Bendoraitis SECONDED.*

MOTION CARRIED: 2:0:0

**11.0 Adjournment**

*B. Petrie MOVED to adjourn the meeting at 3:26 PM. J. Bendoraitis SECONDED.*

MOTION CARRIED: 2:0:0

*Meeting adjourned at 3:26 PM.*

Respectfully submitted by Administrative Assistant Bernard Dennler

*Please see the minutes of future meetings for any corrections hereto.*