

Board of Selectmen
SPECIAL MEETING
Tuesday, August 17, 2016 – 2:30 PM
Town Hall

MINUTES

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

Also present: Highway Foreman Jay Tuttle, Alicia Wayland, and Jane Cady

1.0 Call to Order: B. Petrie called the meeting to order at 2:30 p.m.

2.0 Discuss and Act Upon Approval of the Jonathan Trumbull Jr. House Museum Board of Trustees LLC Application for Phase IV Trust Grant.

Alicia Wayland, on behalf of the Jonathan Trumbull Jr. House Museum Board of Trustees LLC, presented the materials to inform the Board of Selectman of the needs for Phase IV of the project. (See attached).

Motion made by Glen Coutu, seconded by John Bendoraitis to approve the Phase IV grant application to Hugh Leander Adams, Mary Trumbull Adams and Hugh Trumbull Adams Town Memorial Fund.

Motion passes unanimously

3.0 Discussion on Bidding Process for Backhoe Purchase.

Public works foreman Jay Tuttle presented information regarding the bidding process for the back hoe, funded in the current fiscal year capital fund. He reviewed the NJPA and the CT State Bidding process.

Discussion followed regarding the process the Town should follow for acquisition of the back hoe. Should the town write a specifications independent of the NJPA and the CT State Bid?

BOS members were comfortable that specifications already written via the State Bid Program and the NJPA program would be sufficient should the equipment meet the needs of the Town.

4.0 Discuss and Act Upon Appointment of Jay Tuttle to the Public Works Building Committee.

Motion Made by John Bendoraitis, seconded by Glen Coutu to appoint Jay Tuttle to the Public Works Building Committee. Motion passes unanimously.

5.0 Discuss and Act upon Hiring of Senior Center Van Driver.

First Selectman Betsy Petrie recused herself from the meeting.

Jane Cady representing the Commission on Aging presented the name of Roddy McComber for Senior Van Driver.

This is a replacement driver and will not cause any issue for the budget. Jane indicated that the candidate presented was overwhelmingly supported by the Commission.

Motion by Glen Coutu, seconded by John Bendoraitis to hire Roddy McComber as a senior center van driver.

Motion carries 2 aye.

6.0 Adjournment. Motion made by John Bendoraitis to adjourn at 3:15 pm. Seconded by Glen Coutu. Motion passes unanimously.

Respectfully submitted by
Betsy Petrie
First Selectman

Re: Hugh Leander Adams, Mary Trumbull Adams and Hugh Trumbull Adams Town Memorial Fund – Application for Grant for 2017

**Jonathan Trumbull Jr. House Museum Board, LLC
Grant Request for Phase IV Funding**

A Historic Structure Report and Conditions Assessment of the Jonathan Trumbull Jr. House was received from Paul B. Bailey Architect, LLC on February, 2012. The funding for this report came from the Connecticut Trust for Historic Preservation (\$15,000) with matching funds from the Jonathan Trumbull Jr. House Endowment Fund (\$15,000). A copy of the report was sent to The Board of Selectmen.

The Trustees of the Lebanon Jonathan Trumbull Jr. House Museum, LLC have prioritized the Conditions Assessment into Five Phases. Based on the Report and Assessment (delineating critical preservation, safety and accessibilities issues) the Trustees are recommending to the Board of Selectmen for their endorsement for the following Phase IV renovations request from the Trumbull Trust for 2017.

Phase I completed in 2013:

Phase II completed October 30, 2015

Phase III completed August 30, 2016

Phase IV projected completion October 30, 2017

This project would include:

- A. Consultation with Historic Landscape Architect for landscape plantings and installation of plantings.
Reference – (See revised Bailey report. February 29, 2012, p. 6, Section #20)
- B. Grounds improvements.
(Reference – See revised Bailey report, February 29, 2012, p. 6, Section #20 "...will enhance the experience of the grounds and buildings.")
 - 1. Elimination of holes, dips and "potholes" in the lawn for restoration of the lawn to safe walking surface.
 - 2. Stump removal on the east and north lawns, removal of rhododendron by South Portico.

3. Install flush to the ground brass lawn markers indicating the Jonathan Trumbull north Ell and the later Victorian north Ell.
4. Provide exterior water hose faucet for Garden Club to water existing Heritage and Pollinator Gardens.
5. Creation of a patio east of the present Ell. Stones to be used are from the original basement of the main house. Install underground rainwater leaders from downspouts on the northeast and south east corners of the Ell. Patio will provide a place for school groups, visitors and exhibitors to use if grounds are wet. The patio will not visible from the road.
6. Provide ADA stone dust walk to patio. (*Reference –See p. 6, Section #19" Improve ADA accessibility."*)
7. Redo gravel parking in front of the Garage to provide gravel parking area with edging and uniform surface defining the parking area. This would include the use EZ roll permeable gravel pavers with the ADA parking space delineated by white markers and new signage. Surface of new parking area would be level to the ground and not interfere with plowing. Parking area will lead to new ADA stone dust walk to patio. (*Reference –See p. 6, Section #19" Improve ADA accessibility."*)
8. Provide lighting and motion sensors for new patio.
9. After patio construction is complete, remaining rocks are to be relocated as directed by the Jonathan Trumbull Jr. House Museum Board of Trustees.
10. Reprinting of the brochure for The Jonathan Trumbull Jr. which all have been used. None are on hand.
11. Reset 3 large stones in the existing west and south walks.

Total of Phase IV request:	\$40654.50
Second Year Repayment on Loan, plus interest	\$27,700.00
Grand Total Requested	\$68,355.50

(See attached sheet for detailed cost breakdown.)

The Selectmen approved the Phase IV grant application to Hugh Leander Adams, Mary Trumbull Adams and Hugh Trumbull Adams Town Memorial Fund on August XX, 2016.

Phase IV - Jonathan Trumbull Jr. House Museum		COST
A. Consultation with Historic Landscape Architect for landscape plantings and plantins installation.		\$ 8,000
B. Grounds improvements.		
	1.a. Elimination of holes, dips and "potholes" in the lawn for restoration of the lawn to safe walking surface.	
Total 1.a. 1.b.	1.a. Stump removal on the east and north lawns, removal of rhododendron by South Portico.	\$ 4,500
	3. Install flush to the ground brass lawn markers indicating the Jonathan Trumbull north Ell and the later Victorian north Ell.	\$ 750
	4. Provide exterior water hose faucet for Garden Club to water existing Heritage and Pollinator Gardens.	\$ 750
	5.a. Creation of a patio east of the present Ell. Stones to be used are from the original basement of the main house. Install underground rainwater leaders from downspouts on the northeast and south east corners of the Ell. Provide ADA stone dust walk to patio. Patio will provide a place for school groups, visitors and exhibitors to use if grounds are wet. The patio will not visible from the road.	
Total 5.a. and 5.b.	5.b. Provide ADA stone dust walk to patio.	\$ 3,500
	6. Redo gravel parking in front of the Garage to provide gravel parking area with edging and uniform surface defining the parking area. This would include the use EZ roll permeable gravel pavers with the ADA parking space delineated by white markers and new signage. Surface of new parking area would be level to the ground and not interfere with plowing. Parking area will lead to new ADA stone dust walk to patio.	\$ 9,000
	7. Provide lighting and motion sensors for new patio	\$ 750
	8. After patio construction is complete, remaining rocks are to be relocated as directed by the Jonathan Trumbull Jr. House Museum Board of Trustees	\$ 500
	9. Reprinting of the brochure for The Jonathan Trumbull Jr. They have been used and there are none are on hand.	\$ 1,000
	10. Reset 3 large stones in the existing west and south walks	\$ 150
TOTAL		\$ 28,900
3.5% escalation		\$ 1,011.50
7% contingency		\$ 2,023.00
Bid Prep & Owner's Representative		\$ 8,720.00
Total of Phase IV requested work		\$ 40,654.50
Second Year Payment on Loan	plus interest estimate	\$ 27,700.00
Total of Phase IV request		\$ 68,354.50