

Board of Selectmen
SPECIAL MEETING
March 8, 2016– 3:00 PM
Town Hall

MINUTES

Members Present: First Selectman Betsy Petrie and Selectman John Bendoraitis

Also Present:, Town Planner Philip Chester, Chronicle reporter Kimberly Wetzel, Rob Cady (Public Works Building Committee), Jim Powers (Public Works Building Committee), Jim Hallene (Public Works Building Committee), Linda Desmarais (Public Works Building Committee), Highway Foreman Jay Tuttle, Recreation Director Sandra Tremblay, Registrar Cathe McCall, Registrar Berkeley Nowosad and Administrative Assistant Linda McDonald

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

2.0 Correspondence

2.1 Revised Job Descriptions for Library Director and Library Assistant: This item will be brought to the next regularly scheduled meeting for action.

2.2 Correspondence from American Legion Lebanon Post 180

3.0 Financials

3.1 Monthly Expenditure Report: No report.

3.2 Renewing CD with funds generated from collections at the Solid Waste Facility (SWF): No action on this agenda item.

3.3 Review and Act upon Endowment Portfolio: J. Bendoraitis reported that the Apache Corporation bond the Town is invested in has been downgraded so it no longer meets the Town's investment criteria. The Town's investment advisor Bill Alleman from Edward Jones has recommended selling as soon as possible.

J. Bendoraitis MOVED to authorize the Deputy Treasurer to sell at market the Apache Corporation bond in the Town's endowment portfolio and use the proceeds to buy shares in the Franklin U. S. Government Securities Fund. B. Petrie SECONDED. MOTION CARRIED 2:0:0

The Board will invite Bill Alleman from Edward Jones to a future meeting for an update and review of the Town's investment portfolio.

4.0 Old Business

Discuss and act upon:

4.1 Update from Public Works Building Committee and discussion of how to proceed with proposed project.

R. Cady reported that the committee voted last month not to bring the project to annual town meeting this May. Highway Foreman J. Tuttle has been working with Anchor Engineering on the existing site design including the salt shed, sand pile and fuel station. Anchor Engineering is in a waiting stage on how to proceed with drawings for the salt shed for the Village Business District

Design Review Board. If the Design Review Board is not in favor of this site, the committee would have to look elsewhere.

R. Cady said the committee has been before the Board of Finance (BOF) twice to request money for the Phase II environmental study of the existing property. The State should be announcing a brownfield grant this month and the Building Committee has asked BOS to apply for the brownfield grant which should be awarded in May or June. The committee needs to know the cost of remediation in order to include it in the project.

J. Bendoraitis said the proposed Charter allows for a town meeting by citizens petition so, if the Charter is approved in November, the committee might be able to bring this project before the town residents before May 2017.

Discussion followed on other possible locations for materials storage. The area behind the Fire Safety Complex is not an option due to wetlands issues.

B. Petrie said she fully supports a public works garage. She agreed that it would be challenging to get to annual town meeting this year. She said the town has a responsibility to remediate the site to some degree, dependent upon what the future use of the site is. Her thought is that the committee will have to find another location for materials storage in order to move the project forward.

Committee members believe that Frankel Acres or the landfill are the only feasible alternative locations for the project, if the materials storage is re-located.

Consensus of the selectmen was to go before the BOF next week to support the Building Committee request for funding for the Phase II environmental study of the existing property.

The Board thanked the committee for all their hard work.

4.2 Hiring of WPCA Field Agent: J. Bendoraitis reported the WPCA is scheduling a special meeting for a proposal on this topic.

4.3 Formal request from Town Hall Union for Emergency Preparedness Plan for Town Hall Building and Jonathan Trumbull Library: B. Petrie said she continues to gather information. There was no action on this agenda item.

4.4 Finalizing the Charter question for the November 2016 ballot:

J. Bendoraitis MOVED to approve the language for the Charter question for the November 2016 ballot as follows: "Shall the Lebanon Town Charter as approved by the Board of Selectmen be approved and adopted?" B. Petrie SECONDED. MOTION CARRIED 2:0:0

4.5 Authorizing the First Selectman to sign the Interlocal Agreement regarding the construction, inspection, repair and maintenance of a bridge over the Ten Mile River to service Baker Hill Road in Columbia and Kingsley Hill Road in Lebanon

J. Bendoraitis MOVED to authorize the First Selectman to sign the Interlocal Agreement regarding the construction, inspection, repair and maintenance of a bridge over the Ten Mile River to service Baker Hill Road in Columbia and Kingsley Hill Road in Lebanon. B. Petrie SECONDED. MOTION CARRIED 2:0:0.

4.6 Authorize the First Selectman to Sign Lease Agreement for Purchase of DPW Dump Truck from Nutmeg International Trucks

J. Bendoraitis MOVED to authorize First Selectman to Sign Lease Agreement for Purchase of DPW Dump Truck from Nutmeg International Trucks. B. Petrie SECONDED. MOTION CARRIED 2:0:0.

5.0 New Business

Discuss and act upon:

5.1 Recommendation from the Recreation Commission to extend the contract for one year (7/1/2016-6/30/2017) to Power Outdoor Services, LLC for Lawn Mowing & Field Maintenance at the Aspinall Recreation Area and Tyler Field Complex.

B. Petrie MOVED to extend the contract to Power Outdoor Services, LLC for Lawn Mowing & Field Maintenance at the Aspinall Recreation Area and Tyler Field Complex for one year to June 30, 2017. J. Bendoraitis SECONDED. MOTION CARRIED 2:0:0.

For the record, J. Bendoraitis stated that extension of the existing contract does not require the town to go out to bid for the services.

5.2 Proclamation for Alyna Jessica Stober

J. Bendoraitis MOVED that the BOS sign the proclamation for Alyna Jessica Stober. B. Petrie SECONDED. MOTION CARRIED 2:0:0.

5.3 Authorizing laptop purchase for Finance Department

J. Bendoraitis MOVED to authorize the purchase of a HP ProBook 650 G1 laptop for the Finance Department at a cost not to exceed \$727.00, funds to come from TIP. B. Petrie SECONDED. MOTION CARRIED 2:0:0.

5.4 Signing the Fair Housing Resolution

B. Petrie MOVED that the BOS sign the Fair Housing Resolution. J. Bendoraitis SECONDED. MOTION CARRIED 2:0:0.

5.5 Authorizing Town Counsel to sign Collective Response Letter to Department of Justice Investigation regarding Referenda ADA Voting

B. Nowosad gave a background on the complaint. There was no specific allegation directed at a specific town. A collective response was drafted by several towns' counsel.

J. Bendoraitis MOVED to authorize Town Counsel, on behalf of the Town, to sign Collective Response Letter to Department of Justice Investigation. B. Petrie SECONDED. MOTION CARRIED 2:0:0.

6.0 Departmental Update

6.1 Update from Town Planner's Office

Town Planner update: Town Planner Philip Chester spoke about how he is responsible for implementing the Plan of Conservation and Development (POCD) and conservation and development opportunities. He is staff to the First Selectman, Planning and Zoning, Inland Wetlands Commission and Conservation and Agriculture Commission, including attending meetings, overseeing budgets, and guiding applicants through approval processes. P. Chester oversees the Land Use Department and working with Building Department staff, he signs off on zoning compliance permits. He reported there has been activity with logging in town. P. Chester said he deals with conflict resolution on complaints which could lead to enforcement actions.

J. Bendoraitis applauded P. Chester on his ability to secure many kinds of grants for the Town.

7.0 Minutes

Discuss and act upon:

7.1 Approving the minutes from the February 2, 2016 regular meeting.

J. Bendoraitis MOVED to approve the minutes from the February 2, 2016 regular meeting as presented. B. Petrie SECONDED. MOTION CARRIED 2:0:0.

8.0 Resignations

8.1 Resignation of Brian James Key from the WPCA

B. Petrie MOVED to accept the resignation of Brian James Key from the WPCA. J. Bendoraitis SECONDED. MOTION CARRIED 2:0:0.

8.2 Resignation of David Martin from the WPCA:

J. Bendoraitis MOVED to accept the resignation of David Martin from the WPCA. B. Petrie SECONDED. MOTION CARRIED 2:0:0.

9.0 Appointments

Discuss and act upon:

9.1 Appointments to the Summer Dance Fest Committee:

B. Petrie MOVED to appoint Kathleen Franchi to the Summer Dance Fest Committee to fill a vacancy, term ending 1/8/2019. J. Bendoraitis SECONDED. MOTION CARRIED 1:0:1 with B. Petrie abstaining.

B. Petrie MOVED to appoint Dana Dunnack to the Summer Dance Fest Committee to fill a vacancy, term ending 1/8/2019. J. Bendoraitis SECONDED. MOTION CARRIED 1:0:1 with B. Petrie abstaining.

9.2 Appointments to the Commission on Aging

B. Petrie MOVED to appoint Donna Lennox to the Commission on Aging, term ending 2/1/2019. J. Bendoraitis SECONDED. MOTION CARRIED 2:0:0.

B. Petrie MOVED to appoint Gary Rockefeller to the Commission on Aging, term ending 2/1/2019. J. Bendoraitis SECONDED. MOTION CARRIED 2:0:0.

9.3 Re-appointment to the WPCA

B. Petrie MOVED to re-appoint John Bendoraitis to the WPCA, term ending 5/1/2019. J. Bendoraitis SECONDED. MOTION CARRIED 1:0:1 with J. Bendoraitis abstaining.

9.4 Appointment to the Recreation Commission

J. Bendoraitis MOVED to appoint Robert Gentes to the Recreation Commission, term ending 2/1/2019. B. Petrie SECONDED. MOTION CARRIED 2:0:0.

Haley McCall, who also expressed interest in this vacancy on the Recreation Commission, will be contacted to ask her interest in serving on this commission if another vacancy opens or possibly serving on another board.

9.5 Appointment to the Library Board of Trustees: J. Bendoraitis said that, respecting past practice, the BOS appoints to a vacated elected position a person from the same political party. J. Bendoraitis said, for the record, that Alicia Wayland was a registered Democrat at the time of her election to the Library Board of Trustees and changed party status after the election.

B. Petrie MOVED to appoint Darlene Boirie to fill a vacancy on the Library Board of Trustees, term ending 11/21/2017. J. Bendoraitis SECONDED. MOTION CARRIED 2:0:0.

9.6 Appointment of Paul Spedaliere as Veterans' Service Contact Person for the Town of Lebanon

B. Petrie MOVED to appoint Paul Spedaliere as Veterans' Service Contact Person for the Town of Lebanon. J. Bendoraitis SECONDED. MOTION CARRIED 2:0:0.

10.0 Police Report: B. Petrie reported that she meet recently State Trooper Collin Konow on speeding issues on cut- through roads.

11.0 Tax Refunds: J. Bendoraitis MOVED to approve the following tax refunds as recommended by the Tax Collector. B. Petrie SECONDED. MOTION CARRIED 2:0:0

Tax Refunds for March 2016	Amount
Linda or Robert Russo	\$7.38
Philip & Katherine McCormick	\$1,004.23
Est of Florence Liebman	\$3,391.05
Hyundai Lease Titling	\$165.74

John Moran	\$2,385.40
Joseph Bibeau	\$220.25
Joanne or Mark Mackewicz	\$34.79
James Calkins	\$10.00
James Bennet & Brenda Orsos	\$2,614.72
Ted Fischer & Dalonne Brewer	\$129.14
Thomas Sylvester	\$63.83
Bruce Cagenello Trustee	\$100.00

12.0 Adjournment: J. Bendoraitis MOVED to adjourn the regular meeting at 4:10 p.m. B. Petrie SECONDED. MOTION CARRIED 2:0:0.

Respectfully Submitted by Linda H. McDonald