

**Board of Selectmen  
Special Meeting  
February 10, 2021 — 5:00 PM  
TELECONFERENCE  
MINUTES**

**Members Present:** First Selectman Kevin Cwikla; Selectmen Kathleen Smith, Robin Chesmer, and Betsy Petrie-McComber

**Others Present:** Bernard Dennler (Administrative Assistant/Teleconference Host); Valerie Belles (Senior Accountant); Dean Hunniford (Director of Public Works and Facilities)

**1.0 Call to Order**

K. Cwikla called the meeting to order at 5:05 PM.

**2.0 Discuss and act upon 2021-2022 budget**

V. Belles reviewed budget books with the Selectmen to determine budget requests to be made to the Board of Finance.

Legal: K. Cwikla said they may have legal fees related to the Public Works union contract currently under negotiation into the next fiscal year. B. Petrie said the Town needs to continue to budget to fund defense in the Lebanon Green case. The Selectmen also discussed the need to fund some legal work for a future Charter revision committee. B. Petrie recommended \$1,000 for the new FOIA request line and \$30,000 for the defense of the Lebanon Green. K. Smith recommended a total bottom line of \$75,000 for the legal account.

Selectmen: V. Belles asked about a Miscellaneous Contractual Services line item. B. Petrie said it is used in cases of evictions where the Town has responsibility. B. Dennler noted there may be a backlog of evictions.

Elections: B. Petrie raised concerns about funding for the Registrars. She said there was an hourly rate of pay previously that equated to 8-hours per week for each Registrar. She said she believes that pay is now being paid out more like a stipend with the same pay but fewer hours per week. She said it needs to be clear whether this is a stipend position or has an hourly wage.

Probate Court: V. Belles said she has not received the 2021-2022 request from the Probate Court yet.

Computer Services: V. Belles said she has worked with the various departments to develop the line items. B. Dennler said they anticipate NOVUS will request a three percent increase, but said the Selectman's Office intends to negotiate that based on concerns about service. K. Cwikla asked about whether payroll could be done in-house. V. Belles said it may be feasible in the future but not in this budget cycle. She said it could be a three-year goal. She said it may be part of a shared

services conversation with the schools. The Selectmen asked V. Belles to follow up on questions about website services, cemetery software, and fire marshal software.

Town Hall: V. Belles said she reduced the postage request. She also said there is a reduction in the electrical costs for Town Hall. There is also an increase to the cost of internet services. The Selectmen discussed the advertising costs for Lebanon Life. K. Cwikla and B. Dennler discussed increasing the number of email licenses to allow for elected and/or appointed officials to have a town email address.

B. Petrie left the meeting early due to another commitment. K. Cwikla offered to adjourn the meeting but B. Petrie said the Board should continue the discussion.

Public Works: The Selectmen discussed staffing. The proposed budget includes reduced overtime hours for the foreman position and a lower wage due to the transition related to the departure of the previous foreman and the hire of a Public Works Director. The foreman position may be renamed. The budget request also reduces the number of highway maintainers from seven to six.

The Selectmen agreed to hold another meeting to continue the discussion.

### **3.0 Appointment(s) to the Board of Assessment Appeals**

*K. Smith MOVED to appoint Paul Spedaliere (D) to the BAA vacancy. K. Cwikla SECONDED.*  
MOTION CARRIED 3:0

### **4.0 Executive Session: Strategy and Negotiations regarding Lebanon Green Litigation**

No executive session was held.

### **5.0 Adjourn**

The meeting adjourned at 7:07 PM.

Respectfully submitted,  
Kevin T. Cwikla  
First Selectman