MINUTES SPECIAL TOWN MEETING MARCH 26, 2018

A special town meeting of the electors and those qualified to vote at the town meetings of the Town of Lebanon was held on Monday, March 26, 2018 at Lyman Memorial High School 917 Exeter Road. Audience 56

First Selectman Betsy Petrie called the meeting to order at 7:30 PM.

The meeting was opened with the Pledge of Allegiance.

First Selectman Betsy Petrie reviewed Town Meeting protocol.

First Selectman Betsy Petrie then called for nominations for moderator.

Moved by Glen Coutu seconded by Wayne Budney, to appoint Bob Gentes as moderator. Vote called – Motion passed

Moved by Tom Meyer seconded by Jason Nowosad, to wave the reading of the call of the meeting. Vote called – Motion passed

Moved by Betsy Petrie, seconded by Glen Coutu to bring item 1 to the floor. "Consider and act upon accepting a Grant from the USDA for \$37,500.00 and expend \$18,750.00 from Open Space Account #220-00-461-2701-0060 for the purchase of a \$56,250.00 conservation easement on 30 Acres of land owned by Charles and Ronald Bender, Bender Road."

Town Planner Philip Chester spoke to the question as follows: Town meeting is asked to release \$18,750.00 from open space account to cover 25 percent of the conservation easement value of 30 acres owned by Charles and Ronald Bender on Bender Road. The property is currently farmed by Graywall Farms and this request is supported by Board of Selectmen and Conservation and Agriculture Commission. In 2016 the town conducted an appraisal of the property showing a conservation easement value of \$75,000. The town applied to the USDA Natural Resource Conservation Service with maximum matching funds which are 50 percent of the easement value which is \$37, 500. With the town's approval of \$18,750.00 this evening, the Benders will receive \$56,250.00 for the sale of this easement, which is 75 percent of the easement value. The remaining 25 percent in value they are gifting or donating.

There were no questions or comments from the audience.

Moderator Gentes called the question: "Accepting a Grant from the USDA for \$37,500.00 and expend \$18,750.00 from Open Space Account #220-00-461-2701-0060 for the purchase of a \$56,250.00 conservation easement on 30 Acres of land owned by Charles and Ronald Bender, Bender Road." Vote called – Item 1 passed.

Moved by Betsy Petrie, seconded by Glen Coutu to bring item 2 to the floor. "Consider and act upon expending \$25,000.00 from Open Space Account #220-00-461-2701-0060 to purchase a conservation easement on 65 acres of land owned by Scott and Catherine McCall Farm, 147 McCall Road."

Town Planner Philip Chester spoke to the question as follows: The McCall family have owned their property on McCall Road for over 200 years. They have asked the town for assistance in preserving their family farm. Town Meeting is being asked to release \$25,000.00 from the open space account to cover 10 percent of the conservation easement value on the farm owned by Scott and Catherine McCall at 147 McCall Road. The property is farmed by the McCall's who have a herd of Scottish Highlanders. request is supported by the Conservation and Agriculture Commission and the Board of Selectmen. In 2016 the town conducted an appraisal of the property which showed the easement value to be worth \$250,000.00. The town requested \$25,000.00 in matching funds from Connecticut Farmland Trust which is a state-wide non-profit that works to preserve farmland. Together, we applied to USDA Natural Resource Conservation Service for funding and were awarded \$100,000.00 toward this purchase. With Town Meeting approval this evening, to spend \$25,000.00, the McCall's will receive a total of \$150,000.00 for the sale of this conservation easement which is 60 percent of the total easement value. The remaining 40 percent in easement value they are either gifting or donating.

There were no comments or questions from the audience.

Moderator Gentes called the question. "Expending \$25,000.00 from Open Space Account #220-00-461-2701-0060 to purchase a conservation easement on 65 acres of land owned by Scott and Catherine McCall Farm, 147 McCall Road."

Vote called – Item 2 passed.

Moved by Betsy Petrie, seconded by Glen Coutu to bring item 3 to the floor. "Consider and act upon expending \$75,000.00 for land preservation property appraisals, surveys and legal expenses from the Open Space Account #220-00-461-2701-0060."

Town Planner Philip Chester spoke to the question as follows: This item is to request the release of \$75,000.00 from the town's open space account to be used to conduct property appraisals, surveys and cover legal expenses associated with open space preservation projects. Any town purchase of land or conservation easement would require future town meeting approval. With approval of this item and the Bender and McCall easement purchases, there would be approximately \$150,000.00 remaining uncommitted in the town's open space account. The \$75,000.00 of funds would be used by the town as recommended by the Conservation and Agriculture Commission to the Board of Selectmen and would be directly related to open space projects. This request is supported by the Conservation and Agriculture Commission and the Board of Selectmen.

There were no questions or comments from the audience.

Moderator Gentes called the question: "Expending \$75,000.00 for land preservation property appraisals, surveys and legal expenses from the Open-Space Account #220-00-461-2701-0060." Vote called – Item 3 passed.

Moved by Betsy Petrie, seconded by Glen Coutu to bring item 4 to the floor. "Consider and act upon approving sale of Town-owned Land of 11+/- acres at Dianne and Richard Drives, Assessors map 250, lots 53, 54, 55, 56 and 65."

Town Planner Philip Chester spoke to the question as follows: This property contains 11 acres and is made up of five lots that abut properties on Dianne Drive, Norman Road and Rita Drive. This property was earmarked to be developed as part of the Frankel Subdivision in the early 1960s. The property contains a drainage system and road beds for expansion of the existing subdivision which never occurred. Half of this property also abuts the REW Farm (Wolf Farm) which recently entered into an agreement with the Department of Agriculture for farmland preservation purposes. Over a period of 20 years these parcels were acquired by the town through its tax collector for non-payment of taxes. These parcels were offered at that time for sale by the town, but no offers were submitted. Over the past decade, the town has looked at this property for use as cemetery land, a new Department of Public Works site and most recently, for senior housing. In 2015 the Conservation and Agriculture Commission recommend the sale to the Board of Selectmen. In 2017 the Board of Selectmen issued a Request for Proposals for the sale of the property limiting development to two house lots. The Selectmen received three bids and chose a \$45,000.00 offer from Aaron Northrop which happens to be the highest bidder. Recognizing the property's proximity to neighboring homes and roads, the Conservation and Agriculture Commission recommended several deed restrictions to be placed on the property to protect abutting property owners. These include limiting the property to ten (10) mature pigs, requiring a minimum 100-foot setback from property lines for all farm animals and poultry from residential property lines located on Dianne Drive, Norman Road and Rita Drive with the exception that pigs shall be setback a minimum 300 feet from all homes which is in standing with state law. The Commission also recommend that the town maintain a 25 foot wide drainage easement to be retained by the Town across Dianne Drive and Richard Road over the existing drainage system. Lastly, the Town retains the right to enter the property with 24-hour notice to inspect for compliance with these restrictions. The Board of Selectmen have accepted the recommendations from the Conservation and Agriculture Commission. A public hearing was held earlier this evening to recommend this item go before town meeting, and the Planning and Zoning Commission issued a favorable report recommending the sale of the property.

There were no questions or comments from the audience.

Moderator Gentes called the question: "Approve sale of Town-owned Land of 11+/- acres at Dianne and Richard Drives, Assessors map 250 Lots 53, 54, 55, 56 and 65." Vote called – Item 4 passed.

Moved by Betsy Petrie, seconded by Glen Coutu to bring item 5 to the floor. "Consider and act upon the approval of North Lebanon Cemetery Ordinance."

Cemetery Commission member Tom Meyer spoke to the question as follows: This ordinance pertains to the new North Lebanon Cemetery which will be open sometime in 2018 and is to establish the price of burial plots. The prices apply only to the North Lebanon Cemetery. The prices of plots in the other cemeteries remain unchanged. Recommended prices are based on a survey of nine (9) cemeteries in surrounding towns and the price is less than 5 of those 9 cemeteries. There is also a \$25.00 Sexton fee for each internment. The proposed burial cost for a standard burial site $(4' \times 11')$ is \$500.00. That accommodates one standard vault plus up to four cremation urns. It can be used for up to eight cremation urns without the vault. There are cremation burial sites $(4' \times 5^{-1/2})'$ and the price recommended for these are \$250.00.

There were no questions or comments from the audience.

Moderator Gentes called the question: "Approval of North Lebanon Cemetery Ordinance" (A copy of the Ordinance to follow minutes.) Vote called: Item 5 passed.

Moved by Betsy Petrie, seconded by Glen Coutu to bring item 6 to the floor. "Consider and act upon Approval of Revised Ordinance Providing a Revised Fee Schedule for Municipal Land Use Applications for the Planning and Zoning Commission as Per CGS Sec 8-1c."

Town Planner Philip Chester spoke to the question as follows: The Planning and Zoning Commission had reviewed their fee schedule with the idea when someone applies to the Planning and Zoning Commission to develop their land to add buildings, the fee associated must be enough to cover staff time so that taxpayers are not paying these development costs. Mr. Chester noted the following changes to the Revised Fee Schedule: *Item 1 - Applications Requiring a Public Hearing*. State statute requires three (3) legal notices. The previous fee was \$200.00 which did not cover the cost of advertising for those three legal notices. It is recommended to increase this fee to \$300.00.

Item 14 - Zoning Review Fee for Zoning Officer: State statute requires review all building permits which has to do with exterior use of land. It is proposed the fee increase from \$25.00 to \$50.00. Mr. Chester indicated there is another change to the schedule which he was unable to report but deemed insignificant.

There were no questions or comments from the audience.

Moderator Gentes called the question: "Approval of Revised Ordinance providing a Revised Fee Schedule for Municipal Land Use Applications for the Planning and Zoning Commission as Per CGS Sec 8-1c." (A copy of the Revised Ordinance follow minutes) Vote called - Item 6 passed.

Moved by Betsy Petrie, seconded by Glen Coutu to bring item 7 to the floor. "Consider and act upon Approval of Ordinance Providing a Fee Schedule for Inland Wetlands Applications."

Town Planner Philip Chester spoke to the question as follows: The purpose of this revised fee schedule is for when someone comes before the Inland Wetlands Commission to propose work near or within wetlands, the fee pays the full cost of staff review so taxpayers don't cover that cost. Proposed changes to the fee schedule are: *1* (*a*) fee was \$50.00 for staff to conduct site visits, proposed increase to \$100.00; (*d*) Public Hearing Fee increases from \$200.00 to \$300.00 for the cost of advertising Legal Notices; (*h*) Should someone apply for something deemed complex by the Inland Wetlands Commission, the Commission can hire an expert at the applicant's expense.

There were no questions or comments from the audience.

Moderator Gentes called the question: "Approval of Ordinance Providing a Fee Schedule for Inland Wetlands Applications." (A copy of the Ordinance follow minutes.)

Vote called – Item 7 passed.

Moved by Betsy Petrie, seconded by Glen Coutu to bring item 8 to the floor "Consider and act upon "Approval of Revised Ordinance for Conversion of Seasonal Dwellings to Year–Round Use".

Town Planner Philip Chester spoke to the question as follows: About five years ago, the Planning and Zoning Commission removed the zoning that allowed just for seasonal use of the lakes, and Town Meeting approved this ordinance to the allow conversion of seasonal dwellings to year-round use. At that time the fee established was \$50.00. Over that time, about 100 properties above been converted to year-round use. The \$50.00 fee has not covered the associated costs of the Building Official, the Land Use Secretary and others for inspections and processing the conversion. It is proposed to increase the application fee (e) from \$50.00 to \$150.00.

There were no questions or comments from the audience.

Moderator Gentes called the question: "Approval of Revised Ordinance for Conversion of Seasonal Dwellings to Year—Round Use." (A copy of the Revised Ordinance follow minutes.) Vote called – Item 8 passed.

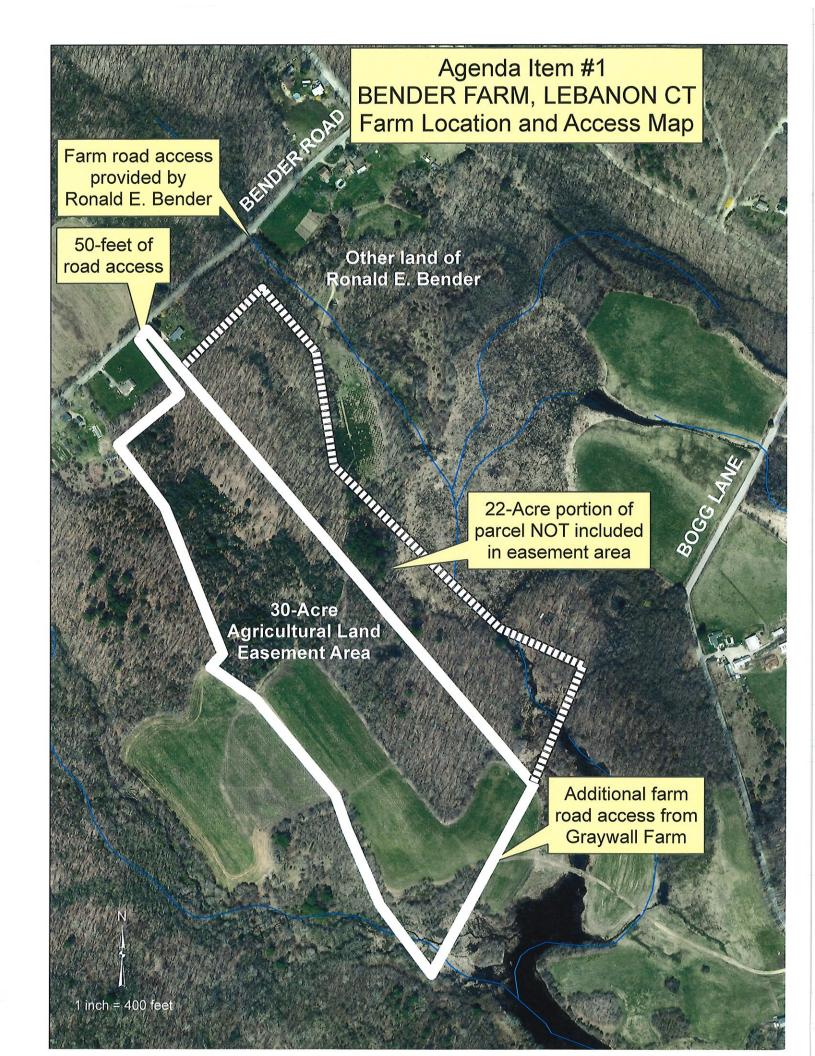
Moderator Gentes noted that this is a Special Town Meeting and no other business shall come before it.

Moved by Betsy Petrie, seconded by Glen Coutu to adjourn meeting. Moderator Gentes called for vote. Motion carried. Meeting adjourned at 7:52 PM.

Respectfully submitted,

Mary Ellen Wiccgred
Mary Ellen Wieczorek, CCTC

Town Clerk



Charles and Ronald Bender, Bender Road, 30 Acres Appraisal by T.W. Henry Real Estate Appraisal, 6/16/16

Market Value without restrictions: \$120,000

Conservation Easement Value: \$ 75,000

Conservation Easement Purchase Price: \$ 56,250

BREAKDOWN OF COSTS

Cash Contributions:

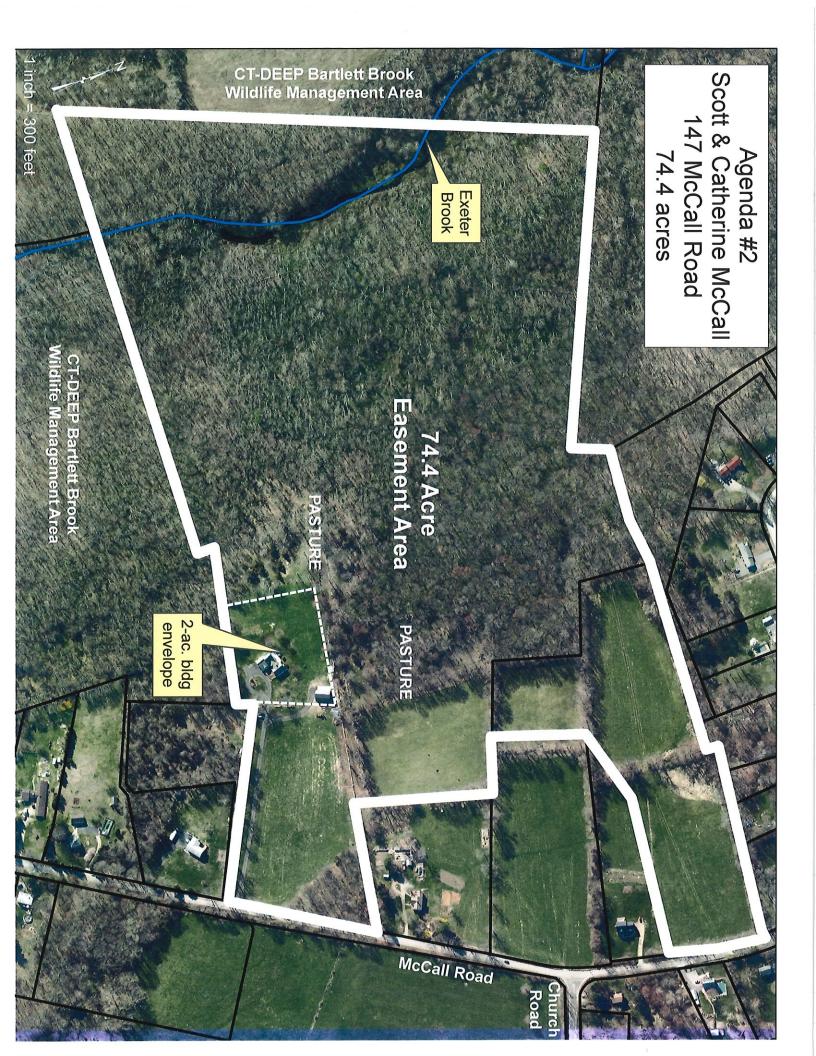
- USDA-NRCS \$37,500

- Town of Lebanon <u>18,750</u>

Conservation Easement Purchase Price: \$56,250

Charles and Ronald Drum Gift/Donation: \$18,750

Conservation Easement Value: \$75,000



Scott & Catherine McCall, 147 McCall Road, 74.4 Acres Appraisals by T.W. Henry Real Estate Appraisal, 7/21/16

Market Value without restrictions:

\$700,000

Conservation Easement Value:

\$250,000

Conservation Easement Purchase Price:

\$150,000

BREAKDOWN OF COSTS

Cash Contributions:

· USDA-NRCS		

\$100,000

- Connecticut Farmland Trust

25,000

- Town of Lebanon

25,000

Conservation Easement Purchase Price:

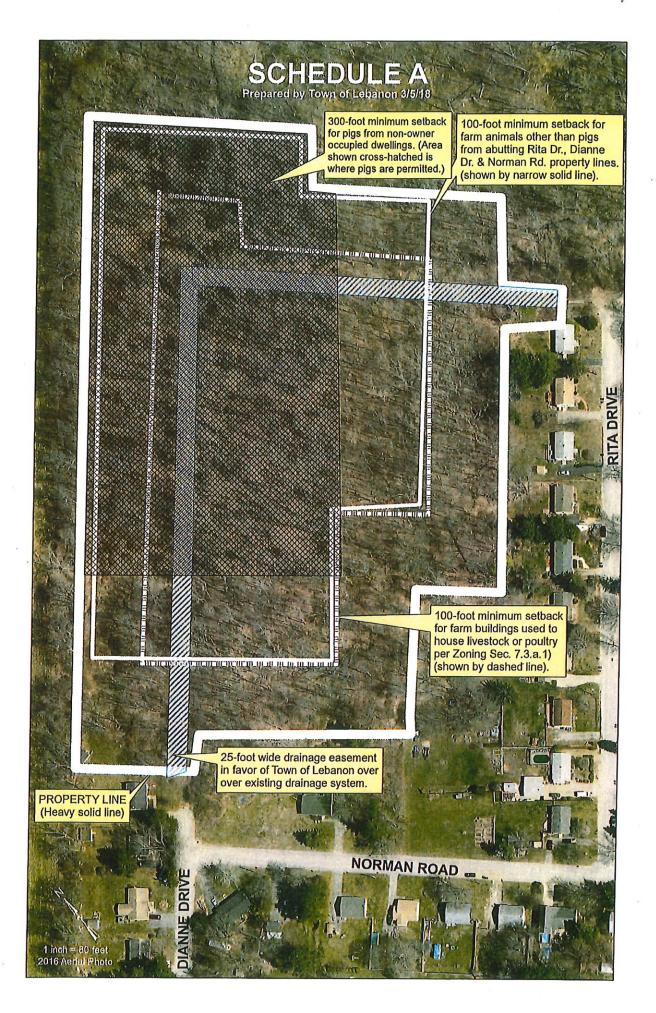
\$150,000

Scott and Catherine Gift/Donation:

\$100,000

Conservation Easement Value:

\$250,000



An Ordinance Establishing Fees For The Purchase Of Burial Sites In The Cemetery Known As North Lebanon Cemetery Owned By The Town Of Lebanon

BE IT ORDAINED by the electors of the Town of Lebanon at a duly warned Special Town Meeting to be held on the 26th day of March, 2018

Section I. Standard Burial Sites in the cemetery owned by the Town of Lebanon referred to as the North Lebanon Cemetery shall be sold by the Town of Lebanon acting by and through its Cemetery Commission to only present or former residents of the Town of Lebanon and/or present property owners of the Town of Lebanon. There shall be a conveyance fee of \$500.00 per Standard Burial Site. No more than one (1) Standard Casket Burial plus four (4) Cremation Burials or no more than eight (8) Cremation Burials without a Standard Casket Burial shall be made in a Standard Burial Site. All subsequent transfers of Standard Burial Sites shall be made only with the approval of the Lebanon Cemetery Commission.

Section II. Cremation Burial Sites in the cemetery owned by the Town of Lebanon known as the North Lebanon Cemetery shall be sold by the Town of Lebanon acting by and through its Cemetery Commission to only present or former residents of the Town of Lebanon and/or present property owners of the Town of Lebanon. There shall be a conveyance fee of \$250.00 per Cremation Burial Site. No more than four (4) Cremation Burials shall be made in a single Cremation Burial Site. All subsequent transfers of Cremation Burial Sites shall be made only with the approval of the Lebanon Cemetery Commission.

Section III. This Ordinance shall apply only to the conveyance fees pertaining to the sale of burial sites in the North Lebanon Cemetery.

This Ordinance shall take effect fifteen (15) days after publication in accordance with Connecticut General Statutes.

Dated at Lebanon, Connecticut this 26th day of March, 2018.

REVISED ORDINANCE PROVIDING A REVISED FEE SCHEDULE FOR MUNICIPAL LAND USE APPLICATIONS FOR THE PLANNING AND ZONING COMMISSION AS PER CGS SEC. 8-1c.

BE IT ORDAINED by the electors of the Town of Lebanon at a duly warned Special Town Meeting to be held on March 26, 2018:

The revised fee schedule for Municipal Land Use Applications for the Planning and Zoning Commission is as follows:

		Amount	When Due
1.	Applications Requiring a Public Hearing	<u>Amount</u> \$300	with application
2.	Zone Map or Amendment Change	\$300 per acre (\$600 minimum)	with application
3.	Subdivision or Re-subdivision Plus	\$300	with application
	If preliminary plan	\$100 per lot \$100 per lot	with filing with final plan
4.	Or if no preliminary plan Revised Subdivision plan	\$200 per lot \$150 per lot	with final plan with filing
5.	Review of design of new or rebuilt roads, drainage and other site improvements	\$250 per lot	with submission
6.	Supervision & Inspection of construction of new or rebuilt roads, drainage and other site improvements	4% of estimated costs or \$500, whichever is greater.	with final plan
7.	Site plan as defined in 7.7 of the Zoning Regulations. New Plans Revised Plans	\$500 + \$100 per page \$100 + \$100 per page	with submission with submission
8,	Earth Excavation and Filling Permits	\$500	with application
9.	Home Occupation	4400	
10.	Permit granted under 7.5a Permit granted under 7.5b Sign	\$100 \$100 \$25	with application with application with application
11.	Certificate of Zoning Compliance	\$50	with application
12.	Erosion and Sedimentation Control Plan Review	\$50 first three lots or part thereof	with application
13.	Legal review pertaining to Deeds- Easements- Bonding	\$400	with final plan
14.	Zoning Review Fee for Building Permits.	\$50	with building permit application

^{15. &}lt;u>Financing of Special Studies</u>. Applications requiring environmental, traffic, engineering and/or other expertise deemed by the Commission to be beyond the expertise of Town staff to adequately review may require an independent professional study or consultation necessary for the Commission to decide the issue before it. In such cases the Commission may require an applicant, as a condition of processing its application, to pay for the cost of such study or consultation, and the applicant shall be required to place up to \$10,000.00 into a fee account, the balance of which shall be returned to them after the study and/or consultation is completed.

16. The Commission may waive fees if the applicant is the Town of Lebanon or a Municipal Agency of the Town.

This fee schedule supersedes any prior fee schedule pertaining to the Planning and Zoning Commission.

This ordinance will take effect Fifteen (15) days after publication in accordance with the General Statutes.

AN ORDINANCE PROVIDING A FEE SCHEDULE FOR MUNICIPAL INLAND WETLANDS APPLICATIONS

BE IT ORDAINED by the electors of the Town of Lebanon at a duly warned Special Town Meeting to be held on March 26, 2018:

The following is the application fee schedule proposed by the Inland Wetlands Commission on March 5, 2018:

1. Fee Schedule. In addition to the State fee of \$60.00 or as amended by the Connecticut Department of Energy and Environmental Protection) application fees shall be based on the following schedule:

a.	Regulated Uses (Section 6 of the Wetlands Regulations)			
	Residential Uses-single lot	\$100.00		
	Residential Subdivision	\$200.00 plus \$50.00/lot		
•	. Industrial & Commercial Uses	\$200.00		
	All other Uses	\$200.00		
b.	Permitted and Nonregulated Uses (Section 4)			
	Permitted Uses as of Right (Subsection 4.1)	NO CHARGE		
	Nonregulated Uses (Subsection 4.2)	\$100.00		
c.	Significant Activity Fee (Subsection 7.6)	\$500.00		
d.	Public Hearing Fee (Section 9)	\$300.00		
G.,		70000		
e.	Modifications of Previous Approved Applications (Subsections 7.9 & 11.1)	\$75.00		

- f. Fee for a permit application that includes road construction (private or public) involving wetland or watercourses \$1,000.00 up to 1000' and \$1.00 per foot thereafter.
- g. Map Amendment Petitions (Section 15) \$250.00 (There shall be no fee for correcting typographical or other errors)
- h. To properly review an application, the Commission may require an applicant to engage and pay one or more independent soil scientist, civil engineer, biologist, wetland scientist, legal advisor or other professional, acceptable to the Commission, to (1) analyze, review and report or otherwise perform professional and/or technical services; and (2) provide reports to the Commission, to supplement Town Staff and provide the Commission with more information to carry out its duties. Said soil scientist, civil engineer, biologist, wetland scientist, legal advisor or other professional shall report directly to the Commission and Wetlands Agent.

The Commission may charge an additional complex application fee sufficient to cover the cost of reviewing and acting on applications deemed complex by the Commission. This fee may include, but not be limited to, the cost of retaining experts to analyze, review, and report on issues requiring such experts. The reports, reviews and/or analyses prepared by such experts shall be supplementary to the normal review by the Wetlands Agent. The Commission or the duly authorized Wetlands Agent shall estimate the complex application fee which shall be paid pursuant to the Inland Wetlands Regulations within ten (10) days of the applicant's receipt or notice of the estimate. All fees shall be paid in full to the Commission prior to the Commission's rendering a decision on the application. Any portion of the complex application fee in excess of the actual cost shall be refunded to the applicant no later than thirty (30) days after publication of the Commission's decision.

This ordinance will take effect fifteen (15) days after publication in accordance with the General Statutes.

Revised Ordinance for Conversion of Seasonal Dwellings to Year-Round Use

BE IT ORDAINED by the electors of the Town of Lebanon at a duly warned Town Meeting to be held on the 26th day of March 2018:

The Town of Lebanon Health and Building Departments have identified homes that were built or have been used as seasonal dwellings to be more particularly set forth in a Notice to be placed in the Lebanon Land Records. Owners of these properties who wish to convert to year-round use and occupancy shall prepare and file with the Town of Lebanon Land Use Department the Residential Conversion Application. Once a dwelling is approved for year-round use and occupancy the Town will file a Notice in the Land Records to that effect.

- 1) APPLICATION PROCESS. The application shall include the following:
 - a) information on the existing active or abandoned septic system, water supply and heating system;
 - b) location of any planned improvements to the dwelling and its water supply and sewage disposal system;
 - c) requisite soils data which may require deep hole testing (test pits) which shall be conducted during the wet season (February through May) as defined in CT Public Health Code, unless determined otherwise by the Health Department;
 - d) information on the location of all well or wells located on other properties within 75 feet of the boundaries of the lot and, if so, the name and address of the owner and general location of such well(s); and
 - e) \$150.00 application fee.

All information presented in the application will be based on current available data.

- 2) HEALTH STANDARDS. The sewerage disposal system serving the proposed year-round use and occupancy of the dwelling must have the approval, in writing, of the Lebanon Director of Health and be in compliance with the CT Public Health Code Section 19-13-B100a, as amended.
- 3) BUILDING STANDARDS. The dwelling must have the approval, in writing, of the Lebanon Building Official and be in compliance with the following minimum standards established for year-round dwelling purposes:
 - a) Structural
 - i) Foundation elements display no evidence of pending or actual failure;
 - ii) Visible exterior and interior framing elements appear in good condition and adequate for the intended loading:
 - iii) Exterior walls and roof(s) display no evidence of excessive settlement or structural distress;
 - iv) Building determined to be relatively weather-tight;
 - v) At least one window suitable for egress exists in each bedroom area;
 - vi) All entry areas deemed safe and clear; adequate railings provided; and
 - vii) Light and ventilation minimum standards: 8% of floor area (4% operable) in each room, except lavatories.
 - b) Electrical
 - i) Service entry cable, meter housing, ground rod(s), and distribution panel are determined to be in safe and serviceable condition;
 - ii) Electrical service capacity appears adequate for existing or planned loads;
 - iii) Distribution panel and circuitry appear adequate for existing or planned loads;
 - iv) Distribution panel indexed for individual circuits:
 - v) Smoke detectors and carbon monoxide (if appropriate) detectors in place and operable:
 - vi) Minimum of two (2) receptacles available in each room (excluding bathrooms); and
 - vii) Ground fault circuit protection installed as a minimum on kitchen, bath and exterior receptacles.

This ordinance supersedes any prior ordinance pertaining to the conversion of Seasonal dwellings to year-round use. This ordinance will take effect Fifteen (15) days after publication in accordance with the General Statutes.