

Town of Lebanon
PLANNING AND ZONING COMMISSION
Special Meeting
January 21, 2020, 4:00 p.m.
Lebanon Town Hall, 579 Exeter Road

Members Present: James Jahoda, Chair
Robin Chesmer, Secretary
Thomas Benoit
Keith LaPorte
Tom Meyer
Allyn Miller (Alt.)
Ethan Stearns (Alt.) – arrived 4:30 p.m.

Members Absent: Wayne Budney
Francis Malozzi
Julie Chalifoux (Alt.)

Others Present: Philip Chester, Town Planner
Kevin Cwikla, First Selectman
Liz Charron and Megan Bruce, Board of Finance Chair
Kathleen Smith, Selectman - arrived 6:00 p.m.

- I. The meeting was called to order by Chairman Jahoda at 4:00 p.m. in the Town Hall upstairs conference room. Mr. Jahoda appointed Allyn Miller as a voting alternate.
- II. FY 2020-21 Operating Budget. Mr. Chester noted that last week's printout from the Finance Department did not include necessary hours for the Temporary Land Use Secretary position. The new printout shows a proposed FY 2020-21 operating budget of \$156,706 or a 1.5% increase over current year, and includes all staffing for the PZC, IWC, ConsAg, and Economic Development Commissions.

Motion by Tom Meyer, seconded by Robin Chesmer to request a FY 2020-21 operating budget of \$156,706 from the Board of Finance. Motion unanimously approved.

- III. Public Comments. None.
- IV. Discussions with Town Agencies.
 - a. Social Services Department Administrator Shelly Ashcom discussed her part-time position which serves residents in need of housing, food, fuel, utilities and other assistance. She noted an uptick in resident needs as the community ages, with substance abuse, and a lack of affordable housing. She recommends the administrator position be increased to fulltime to allow for increased training/education opportunities and to better serve residents.

- b. Public Works Highway Foreman Jay Tuttle discussed the variety of tasks handled by the Department. He identified the need for a new DPW facility, preparation of a pavement and drainage management plan, and restructuring of the department to include crew leaders, superintendent and/or director, and adding personnel to run the transfer station and maintain town recreation fields.
- c. Senior Center Director Darcy Battye and Council on Aging members Darlene Hathway and Elizabeth Shilosky discussed the social, health, and transportation services they offer, as well as the need for additional senior housing, including affordable housing, and the possibility of adding or combining with Social Services.
- d. Jonathan Trumbull Library Director Matt Earls and Library Board of Trustees Chair Cathe McCall discussed programs offered and design features of new library. Mr. Earls noted the recent increase in children and adult programming, which has resulted in an increased attendance from 900 to 1,500 adults last year. He estimated that Library usership consists of 1/3-books, 1/3-programs, and 1/3-community space, and identified the need for increasing Library hours on Wednesdays and to be open Fridays which should not require additional fulltime staff.
- e. Superintendent Robert Angeli and Board of Education members William Meese, Matthew Smith, Nicole McGillicuddy were present and discussed enrollment, school choice, regionalization and types of courses offered. Mr. Angeli distributed new population projections which show a level population or slight uptick by 2029. Schools facility needs include ventilation and window replacement in the 1966 wing at LES and roof and window replacement at the High School. The Commission suggested greater integration between Lebanon's Regional Agriculture and Technology Center and town agricultural businesses.
- f. Economic Development Commissioners Jim Smith, Marc Cohen, Dennis Greci, Pat McCarthy, and Jim Russo. They identified a need to increase tourism and housing for seniors and young persons, and to utilize their tax abatement program to encourage new development and redevelopment.
- g. Fire Department members Mark Elliot, Todd Kulman, and Alan Olenick discussed the JDL Study results, mandated regulatory changes, and types of calls (70% ambulance). They recommend maintaining a volunteer department, adding substations in the west and south parts of town to increase fire call response time, and to have manned personnel.

V. The Commission adjourned at 7:46 p.m.

Respectfully submitted by,
Philip S. Chester, AICP
Town Planner
1/23/20

Please see the minutes of subsequent meetings for approval of minutes and any corrections hereto.