

Town of Lebanon-Recreation Commission
Special Zoom Meeting (Recorded)
December 14, 2020
7:00 P.M.

A. The meeting was **called to order** at 7:25PM. Attending: Nick Poppiti (chair), Susan Smith (Secretary), Sandra Tremblay (Rec Coordinator), Alexis Hussey, Laura Davidson, Alan Dunnack and Jessica Costello. Absent: Aline Soulor, Tammy Raymond and Bob Gentes.

We extend a welcome to our new member Jessica London Costello.

B. **Motion** by Laura Davidson to accept the minutes of September 28, 2020. 2nd Alan Dunnack. Motion passed with one abstention.

C. **Motion** by Alexis Hussey to accept the financial report submitted by Bob Gentes, for December 11, 2020. 2nd Laura Davidson. **Motion Passed Unanimously.**

D. No Public forum

E. Sandra Tremblay reported on Budget information.

F. **Business Meeting**

Laura Davidson nominated Nick Poppiti for Chairman. 2nd Sue Smith. **Motion passed unanimously.** Nomination for Treasurer was postponed until absent members could be contacted.

G. **Report from the Rec Coordinator**

1. Capital budget 2021 – 2022. Priority will be the Basketball court, and continuation of projects including the septic, the walking trail and playground.
2. Operating Budget 2021 – 2022. Asking for an increase to cover salaries for lifeguards at \$13.00/ hour, a new mowing contract and hiring a maintenance person for up to 15 hours/week at \$13.00 /hour.

Motion by Sue Smith to request \$70,000 for this budget. 2nd Laura Davison. **Motion passed unanimously.**

H. Reappointments.

Motion by Alan Dunnack to reappoint Aline Soular. 2nd Laura Davidson. **Motion passed unanimously.**

Motion by Laura Davidson to reappoint Alan Dunnack. 2nd Sue Smith. **Motion passed unanimously.**

Meeting Adjourned at 7:50 P.M.

Respectfully Submitted,

Susan H. Smith, Secretary

Lebanon Recreation Budget FY 2020/2021

Director	\$19,986.00
Lifeguards	\$9,600.00
Supplies	\$560.00
Misc. Service Contracts	\$560. 00
Utilities	\$1,209.00
Advertising	\$1,660.00
Social Security	\$3,140.00
Field Maintenance	\$17,284.00
Mowing	\$16,000.00
Total	\$69,999.00

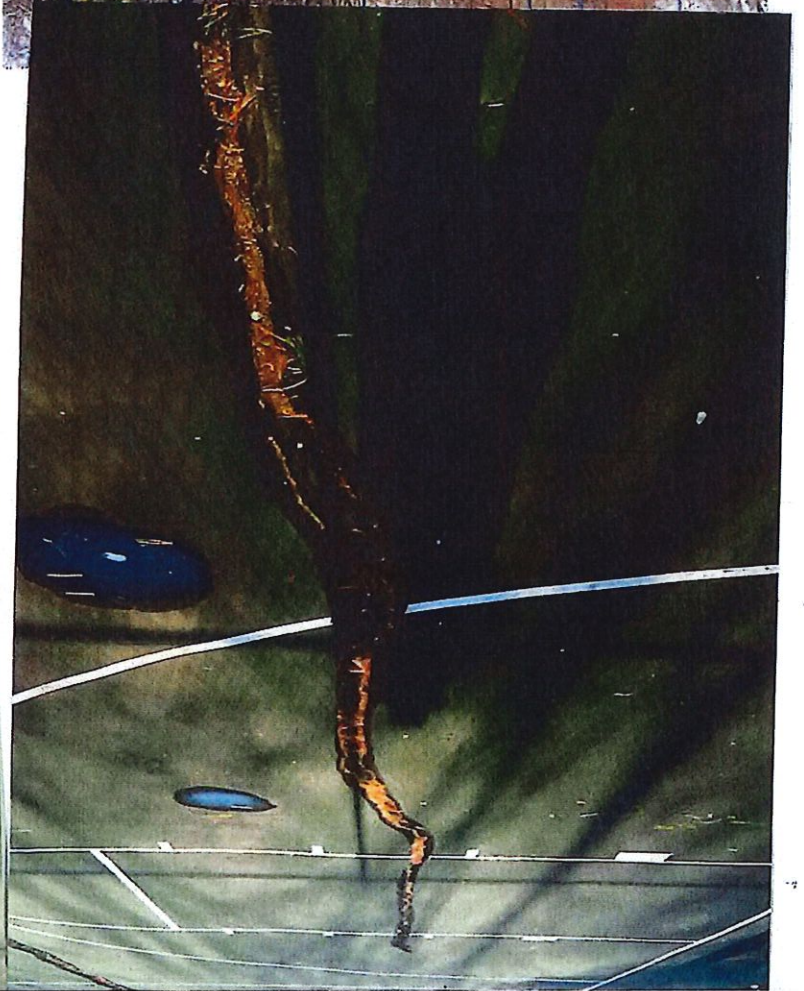
FY 2021-2022 CAPITAL BUDGET REQUEST									
Department: Lebanon Recreation Commission			Point of Contact: Sandra Tremblay			Email: stremblay@lebanonct.gov			
Priority	Requested Items(s)/ Project(s)	Total Request	New/Replace/ Maintenance	Year of Purchase	Benefit of Purchase	FY 21-22	FY 22-23	FY 23-24	FY 24-25
1	2 Two NCAA Basketball Courts	\$ 55,000 \$ -	REPLACE	1980	SCHOOL, ADULTS, YOUTH	\$ 55,000 \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -
2	Aspinall Field Drainage 2 and 3	\$ 75,000 \$ -	maintain	1080	youth sports, school	\$ - \$ -	\$ 75,000 \$ -	\$ - \$ -	\$ - \$ -
3	Walking Trail Aspinall Complex	\$ 20,000 \$ -	NEW		adults children , schools	\$ - \$ -	\$ - \$ -	\$ 20,000 \$ -	\$ - \$ -
4	Playscape Tyler Field	\$ 75,000 \$ -	NEW		parents, young children	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ 75,000 \$ -
5		\$ - \$ -				\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -
6		\$ - \$ -				\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -
7		\$ - \$ -				\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -
8		\$ - \$ -				\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -
9		\$ - \$ -				\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -
10		\$ - \$ -				\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -

Project Name:	Replace two (2) Basketball Courts FY 21 2022
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see enclosed pictures

Criteria	Description	Rating Scale (1-9)	Initial Rating	Final Rating	Comments
Required Project	Is the project required to meet legal, public safety, compliance or regulatory mandates?	1 = not required/mandated 9 = required/mandated	8		
Required Project	Is the project replacing an asset that cannot be repaired or has limited remaining life?	1 = no 5 = yes, may have useful life but requires further investigation 9 = yes	9		
Strategic Alignment	To what extent is the project aligned with the Plan of Conservation or to the Town's overall strategy?	1 = does not align 5 = aligns with some strategies 9 = aligns with all strategies	9		
Alternatives	Have you researched and investigated alternate options to this project (i.e., outsourcing, different solutions, consolidation, partnering with neighboring town)?	1 = no 5 = yes, alternatives may exist but require further investigation/discussion 9 = yes, no alternatives exist	9		
Capacity	Is there capacity (i.e., people to support/carry out project, oversight, town employees) to perform the project?	1 = no 5 = yes, but requires confirmation of capacity (i.e., PO to outside firm) 9 = yes, have people capacity	5		
Benefit	What percentage of the town population will the project benefit?	1 = less than 25% (particular group, department, etc.) 5 = 50% (all schools, all town departments) 9 = all town could benefit/have access to project outcome	5		
Priority	Does the department/function/governmental body responsible for the funding support the project?	1 = no 9 = yes	9		
Funding	What is the estimated cost of the project?	1 = > \$0 & < \$10,000 5 = > \$10,000 & < \$300,000 9 = < \$300,000	5		
Funding	Does the project require capital funding, either through the annual budget allocation or via BANS/bonding?	1 = no 5 = funding through budget 9 = funding through bonding	5		
Project Score:			64	0	





Constantine Paving & Sealing
 constantinesealing@gmail.com
 100 Kreiger Lane Unit D,
 Glastonbury, Connecticut, 06033
 Contractor License #: HIC.0644377

Hi Lebanon Parks and Recreation!
 PAVING (860) 633-7004
 Job Address: Lebanon
 579 Exeter Road, Lebanon, Connecticut, 06249

Accept <https://jobprogress.com/api/public/proposals/16032321185f8f61761ac8e/file>
 Reject <https://jobprogress.com/api/public/proposals/16032321185f8f61761ac8e/file?download=1>
 Download (https://jobprogress.com/api/public/proposals/16032321185f8f61761ac8e/file?download=1)



100 Kreiger Ln Unit D,
 Glastonbury CT 06033
 P. 860 633 7004
 F. 860 633 7004
www.constantinesealing.com

SUBMITTED TO		Lebanon Parks and Rec		Sandy Tremblay	
ATTENTION		(860) 908-3603		PHONE	
DATE		10/20/2020		JOB LOCATION	
BILLING ADDRESS		579 Exeter Road, Glastonbury, Connecticut, 06033			
CUSTOMER EMAIL		579 Exeter Road, Lebanon, Connecticut, 06249			
SALESMAN/REP		JOB NUMBER			
Bill Constantine III		CPS-2128			

At your request, we will submit the following :

Scope of Work	Price
Reclaim basketball court (+/- 13,200 sq. ft.)	\$53,656.00
Identify and mark out all public utilities through Call Before You Dig (CBYD)	
Remove basketball hoops	
Reclaim and remove existing pavement +/-13,200 sq ft	
Use reclaimed material and compact in lifts	
Shape and compact base material - haul away excess	
Fine grade and compact for pavement	
Supply and install +/- 13,200 sq. 1.5 inch binder course and compact (class I)	
Supply and install +/- 13,200 sq. 1.5 inch top course and compact (class II)	
Install and reuse basketball hoops	
Layout and stripe 2 basketball courts	
Price does not include: any other work than specified, work to be completed in one mobilization, damage to unmarked private utilities, testing, traffic control, restoration, fencing and post/removal and reset	
Subtotal	\$53,656.00
n/a% Tax	\$0.00
Total	\$53,656.00

We propose hereby to finish material and labor completed in accordance with the above specification for the sum of:

\$53,656.00 Dollars

Sandy Tremblay

From: Parker and Sharon Moon <moonnas@msn.com>
Sent: Thursday, January 7, 2021 11:00 AM
To: Sandy Tremblay
Subject: Re: project for basketball court in Lebanon

Sandy,

Please find proposal below,

any questions please do not hesitate to contact me.

Proposal

Northeast Asphalt Services

PO Box 804

Colchester Ct, 06415

Submitted to:

Town of Lebanon

Job location:

Lebanon Elementary School

We hereby submit estimates for:

Removal and replacement of Asphalt basketball court.

Open and pull back approximately 30 feet of chain-link fence for access. Remove posts, top rail and bottom rails as needed.

Fence to be reinstalled by others.

Remove all existing asphalt and haul off site. Box down, existing base, removing any undesirable material.

Use 1 1/4" processed gravel to set grades and finished base elevations. Fine grade and compact.

Note: processed gravel up to 6",
any more used or needed to be figured at \$37.00 per / cubic yard in place.

Pave using class 2 asphalt with a 2 1/2" minimum finish thickness.

\$42,255.00

Replace

Option:

Repair cracked asphalt only:

Saw cut 1'-2' wide as needed (or cold mill) 351 linear feet of crack. Remove existing asphalt. Fine grade area and compact. Pave with class 2 asphalt at 2 1/2 inches. \$5800.00

Repair cracks

On Dec 8, 2020, at 1:57 PM, Sandy Tremblay <stremblay@lebanonct.gov> wrote:

Parker:

Please Email me back the quote for the work at the Lebanon Elementary school The basketball court.

Sandra Tremblay

Proposal

707 ROUTE 32 UHNASVILLE, CT 06382



Date 1/5/2021

Worked to be performed at
Lebanon Elementary school basketball
courts

Sandy Tremblay
8609083603
stremblay@lebanonct.gov

We hereby propose to furnish the materials and perform the labor necessary for the completion of

1) Mill and pave 385ft of crack

Fix Cracks

Price \$16000.00

2) Remove and replace basketball court

a) Remove court and haul away
b) Add gravel if needed
c) Pave 2 course
d) Base 2 inches of class 1
e) Top 1 inch of class 2

Replace

Price \$43000.00

NOTE: This proposal is based on the current price of materials. Any increase in cost of materials at the time of performance will be passed on to the end consumer.

Respectfully submitted by Daniel Cady

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond or control.

ACCEPTANCE OF PROPOSAL
The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature
Signature

Date

Project Name: Aspinall Field 2 and 3 drainage project

Criteria	Description	Rating Scale (1-9)	Initial Rating	Final Rating	Comments
Required Project	Is the project required to meet legal, public safety, compliance or regulatory mandates?	1 = not required/mandated 9 = required/mandated	6		
Required Project	Is the project replacing an asset that cannot be repaired or has limited remaining life?	1 = no 5 = yes, may have useful life but requires further investigation 9 = yes	5		
Strategic Alignment	To what extent is the project aligned with the Plan of Conservation or to the Town's overall strategy?	1 = does not align 5 = aligns with some strategies 9 = aligns with all strategies	9		
Alternatives	Have you researched and investigated alternate options to this project (i.e., outsourcing, different solutions, consolidation, partnering with neighboring town)?	1 = no 5 = yes, alternatives may exist but require further investigation/discussion 9 = yes, no alternatives exist	9		
Capacity	Is there capacity (i.e., people to support/carry out project, oversight, town employees) to perform the project?	1 = no 5 = yes, but requires confirmation of capacity (i.e., PO to outside firm) 9 = yes, have people capacity	5		
Benefit	What percentage of the town population will the project benefit?	1 = less than 25% (particular group, department, etc.) 5 = 50% (all schools, all town departments) 9 = all town could benefit/have access to project outcome	900%		
Priority	Does the department/function/governmental body responsible for the funding support the project?	1 = no 9 = yes	9		
Funding	What is the estimated cost of the project?	1 = > \$0 & < \$10,000 5 = > \$10,000 & < \$300,000 9 = < \$300,000	\$75,k		
Funding	Does the project require capital funding, either through the annual budget allocation or via BANs/bonding?	1 = no 5 = funding through budget 9 = funding through bonding	5		
Project Score:			57	0	

Project Name: Asphinn Field Walking Trail 2024

Criteria	Description	Rating Scale (1-9)	Initial Rating	Final Rating	Comments
Required Project	Is the project required to meet legal, public safety, compliance or regulatory mandates?	1 = not required/mandated 9 = required/mandated	1		
Required Project	Is the project replacing an asset that cannot be repaired or has limited remaining life?	1 = no 5 = yes, may have useful life but requires further investigation 9 = yes	1		
Strategic Alignment	To what extent is the project aligned with the Plan of Conservation or to the Town's overall strategy?	1 = does not align 5 = aligns with some strategies 9 = aligns with all strategies	9		
Alternatives	Have you researched and investigated alternate options to this project (i.e., outsourcing, different solutions, consolidation, partnering with neighboring town)?	1 = no 5 = yes, alternatives may exist but require further investigation/discussion 9 = yes, no alternatives exist	1		
Capacity	Is there capacity (i.e., people to support/carry out project, oversight, town employees) to perform the project?	1 = no 5 = yes, but requires confirmation of capacity (i.e., PO to outside firm) 9 = yes, have people capacity	5		
Benefit	What percentage of the town population will the project benefit?	1 = less than 25% (particular group, department, etc.) 5 = 50% (all schools, all town departments) 9 = all town could benefit/have access to project outcome	9		
Priority	Does the department/function/governmental body responsible for the funding support the project?	1 = no 9 = yes	9		
Funding	What is the estimated cost of the project?	1 = > \$0 & < \$10,000 5 = > \$10,000 & < \$300,000 9 = < \$300,000	5		
Funding	Does the project require capital funding, either through the annual budget allocation or via BANS/bonding?	1 = no 5 = funding through budget 9 = funding through bonding	5		
Project Score:			45	0	

Project Name: Playscape Tyler Field 2025

Criteria	Description	Rating Scale (1-9)	Initial Rating	Final Rating	Comments
Required Project	Is the project required to meet legal, public safety, compliance or regulatory mandates?	1 = not required/mandated 9 = required/mandated	1		
Required Project	Is the project replacing an asset that cannot be repaired or has limited remaining life?	1 = no 5 = yes, may have useful life but requires further investigation 9 = yes	1		
Strategic Alignment	To what extent is the project aligned with the Plan of Conservation or to the Town's overall strategy?	1 = does not align 5 = aligns with some strategies 9 = aligns with all strategies	9		
Alternatives	Have you researched and investigated alternate options to this project (i.e., outsourcing, different solutions, consolidation, partnering with neighboring town)?	1 = no 5 = yes, alternatives may exist but require further investigation/discussion 9 = yes, no alternatives exist	1		
Capacity	Is there capacity (i.e., people to support/carry out project, oversight, town employees) to perform the project?	1 = no 5 = yes, but requires confirmation of capacity (i.e., PO to outside firm) 9 = yes, have people capacity	1		
Benefit	What percentage of the town population will the project benefit?	1 = less than 25% (particular group, department, etc.) 5 = 50% (all schools, all town departments) 9 = all town could benefit/have access to project outcome	1		
Priority	Does the department/function/governmental body responsible for the funding support the project?	1 = no 9 = yes	9		
Funding	What is the estimated cost of the project?	1 = > \$0 & < \$10,000 5 = > \$10,000 & < \$300,000 9 = < \$300,000	5		
Funding	Does the project require capital funding, either through the annual budget allocation or via BANS/bonding?	1 = no 5 = funding through budget 9 = funding through bonding	5		
Project Score:			33	0	