

MINUTES
REGULAR MEETING
BOARD OF SELECCTMEN
LISBON TOWN HALL
MONDAY, JUNE 11, 2018
7:00 P.M.

1. Call to Order

The regular meeting of the Board of Selectmen was called to order by Thomas Sparkman, First Selectman at 7:00 p.m.

PRESENT: Thomas W. Sparkman, Robert T. Browne, Sr., William C. Surfus
OTHERS PRESENT: Haylee Zinewicz, Student Ambassador

2. Previous Minutes

a. 05/14/18 Reg. Mtg.

R. Browne moved to accept the previous minutes as presented. W. Surfus seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence

1. Memo, Michael T. Zelasky, Chair., Board of Finance, 5/23/18, Re: FY2018/19 Mill Rate (22.5)
2. Letter, William J. Hackett, Deputy Commissioner, State Emergency Management Director, Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security, 5/2/18, Re: Emergency Management Performance Grant - \$6,000 (\$3,000 federal funding/\$3,000 grantee match)
3. Notice, State of Connecticut Siting Council, 5/14/18, Re: EM-SPRINT-073-180321- Sprint notice of intent to modify an existing telecommunications facility located at 26 Mell Road, Lisbon, Connecticut
4. Letter, Chad Johnson, Chair., Recreation Committee, 5/16/18, Re: Notice of intention not to seek reappointment to the Recreation Committee (7/8/16 – 7/8/18).
5. Letter, Theodore H. Nezames, P.E., Manager of Bridges, Bureau of Engineering and Construction, State of Connecticut Department of Transportation, 5/17/18, Subject: Inspection of Municipal Bridge Under 20 Feet in Length State Project No. 170-3330 w/ Report (School House Road, Blissville Road, Ice House Road) Mr. Sparkman noted that the School House Rd., and Ice House Rd., bridges are in the engineering and design process with repair dependent upon state funding.
6. Letter, Kari L. Olson, Murtha Cullina Attorneys at Law, 5/16/18, Re: Engagement of Legal Services (as Town Counsel)

4. Public Comment – None

5. Old Business

- a. 486 River Road – State DOT Facility – No Update
- b. 1 South Burnham Highway – No Update
- c. Request, Recreation Committee – Sand Volleyball Courts
Mr. Sparkman reported that he has been advised that the request has been forwarded to the Planning and Zoning Commission for review.
- d. Strawberry Fields Sidewalk – Phase 1
Mr. Sparkman advised that the project is in the final stage of completion.
- e. Trail Committee – Recommendation - No Update

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f. Board of Finance – Purchasing Ordinance

Mr. Sparkman reported receipt of a revised proposed purchasing ordinance document, which he advised was distributed to all cost centers for review and comment.

g. Public Act 17–65

Mr. Sparkman noted copies of emails, in the Selectmen’s packets, regarding discussions between the Chairman of the Board of Finance and the Assessor regarding tax revenues.

h. Lisbon Fire Department

Mr. Sparkman reported that the Board of Finance discussions regarding bonding are ongoing. He advised that with the August due date for the pay down on debt service it will be impossible to include the existing bond anticipation notes into the fire department bonding.

i. Wheelabrator Lisbon

Mr. Sparkman advised that discussions regarding the Host Town Agreement between the town and the Eastern Connecticut Resource Authority have begun. He further advised that Attorney Olsen, Murtha Cullina, LLP Town Counsel, has hired David S. Brown who has forty years of experience and expertise in the evaluation, development, implementation and management of solid waste and related projects as a consultant to assist with the negotiations.

j. Tunnel Hill Road – Culvert Repair

Mr. Sparkman reported that the culvert repair project began on June 4th and is expected to take about three weeks to complete.

k. Request, Lisbon Historical Society – Neighborhood Assistance Act Program

Mr. Sparkman advised that the Historical Society is completing the application with their consultant which will come back to the town for submission.

l. Resident State Trooper

Mr. Sparkman advised that the Resident Trooper’s retirement date has been changed from June 1st to July 1st. He noted that he still has no information on who the replacement will be.

6. Public Comment – None

7. New Business

a. Request, Fall Festival Committee – Bingo Report Fee Waiver

Mr. Sparkman advised that the Fall Festival Committee has asked for a waiver of the “Bingo Report Fee” which is a small percentage of the income from the event which was previously submitted to the state; the town now issues the permits and collects fees.

W. Surfus moved to waive the fee for the Fall Festival Spring Bingo and any Bingo event fees for town entities under \$100. R. Browne seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

b. Local Traffic Authority – Highway Use Permit, Lisbon Fall Festival Road Race

Email Request, Ellen Joly, Event Coordinator, 5/24/18, Re: Highway Use Permit – Fall Festival Road Race

R. Browe moved to approve the Fall Festival request for a Highway Use Permit for the Fall Festival Road Race to be held on September 22nd. W. Surfus seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

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- c. Tax Collector's Request – Tax Refund, Shara Prokop-Minzy
Request – Gail Izbicki, Tax Collector, Re: \$45.90 Tax Refund – Shjara Prokop-Minzy
R. Browne moved to approve a tax refund to Sarah A. Prokop-Minzy in the amount of \$45.90.
W. Surfus seconded the motion. VOTE: UNANIMOUS MOTION CARRIED
- d. Tax Collector's Request – Tax Refund, Richard Coutu
Request – Gail Izbicki, Tax Collector, Re: \$28.57 Tax Refund – Richard C. Coutu
R. Browne moved to approve a tax refund to Richard C. Coutu, in the amount of \$28.57. W. Surfus seconded the motion. VOTE: UNANIMOUS MOTION CARRIED
- e. Tax Collector's Request – Tax Refund, Toyota Lease Trust
Request – Gail Izbicki, Tax Collector, Re: \$34.43 Tax Refund – Toyota Lease Trust
W. Surfus moved to approve a tax refund to Toyota Lease Trust in the amount of \$34.43. The motion was seconded by R. Browne. VOTE: UNANIMOUS MOTION CARRIED
- f. Request, Line Item Transfer – Consulting Fees/Contracted Services
Request, \$915 line item transfer to Line Item #52735, Consulting Fees/Contracted Services, from Line Item #60135, Road Repair, which is needed due to the addition of consulting services in the finance office.
W. Surfus moved to approve a line item transfer in the amount of \$915 to Line Item #52735, Consulting Fees/Contracted Services, from line Item #60135, Road Repair. R. Browne seconded the motion. VOTE: UNANIMOUS MOTION CARRIED
- g. Request, Line Item Transfer – Street Lighting
Request, \$4,216, line item transfer in the amount of \$4,216 to Line Item #60130, Street Lighting, from Line Item #60135, Road Repair, which is needed due to the increase to Eversource by the DPUC and costs associated with with the upgrade to LED lighting throughout the town.
R. Browne moved to approve a line item transfer in the amount of \$4,216 to Line Item #60130, Street Lighting, from Line Item #60135, Road Repair. W. Surfus seconded the motion. VOTE: UNANIMOUS MOTION CARRIED
- 8. Public Comment - None
- 9. Any other business which may properly come before the Board
R. Browne moved to add "Line Item Transfer – Assessor". W. Surfus seconded the motion. VOTE: UNANIMOUS MOTION CARRIED
 - a. Line Item Transfer – Assessor
Request, Assessor - \$950 to Line Item #51450, Supplies and Expenses, from Line Item l#51443, Computer Maintenance, which is needed due to previous mileage reimbursements associated with the previous Assessor and Assessor's Clerk as well as being needed for office supplies for the new Assessor.
R. Browne moved to approve a line item transfer in the amount of \$950 to Line Item #51450, Supplies and Expenses from Line Item #51443l, Computer Maintenance. W. Surfus seconded the motion. VOTE: UNANIMOUS MOTION CARRIED
- 10. Public Comment – None

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11. Adjournment

W. Browne moved to adjourn at 7:17 p.m. W. Surfus seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED


Marlene LePine, clerk

APPROVED: _____
Thomas W. Sparkman, First Selectman

RECEIVED FOR RECORD AT LISBON
CT ON 06/12/18 AT 12:00 pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
