

MINUTES
REGULAR MEETING
BOARD OF SELECTMEN
LISBON TOWN HALL
MONDAY, SEPTEMBER 9, 2013
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, John D. Gwiazdowski

2. Previous Minutes

- a. 6/24/13 Reg. Mtg.; 7/8/13 Can.; 7/22/13 Can.; 8/12/13 Reg.; 8/26/13 Can.

A motion was made by R. Browne, seconded by J. Gwiazdowski, to accept the previous minutes as presented.

VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence

1. Acknowledgment Letter, Georgette J. Katin, Executive Dir., Sexual Assault Crisis Center of Eastern CT, Inc., 9/3/13, Re: \$500 Donation
2. Letter, Mary Dunne, Architectural Historian, ST CT Dept. Of Economic and Community Development, 8/29/13, Re: Survey and Planning Grant - \$25,000 (Grant contract for the survey, documentation and inventory of historic buildings in Lisbon, CT)
3. Acknowledgment Letter, Catherine Zeiner, Ex. Director, Safe Futures (formally Women's Center), 8/27/13, Re: Annual \$500 Donation
4. C: Letter, Wayne Donaldson, Chair., Board of Finance, to Dr. Robert T. Dufort, 8/28/13, Re: Appointment to Board of Finance
5. Memo, Kathy Demsey, Interim Chief Financial Officer, Division of Finance and Internal Operations, ST CT Dept. of Edu., 8/26/13, Subject: 2013-14 Minimum Budget Requirement (MBR Determinations/Reductions)
6. C: Letter from Wayne Donaldson, Chair., Board of Finance, to Leonora Szruba, Chair., COA, 8/23/13, Re: Bill Payment Procedure
7. C: Letter from Rick Hamel, Fire Marshal, 8/20/13, Re: Annual Inspection
8. Letter, Ken Washburn, Chair., Recreation Committee, 8/19/13, Re: Notification, Stepping Down as Chair.
9. Letter, Sharon Szruba Jones, Co-Secretary, Lisbon Fall Festival/Community Center Comm., 8/15/13, Re: List of Requested Items & Services (needed from the town for the festival on 9/21/13)
10. Letter, William F. Turner, Area Manager External Affairs, AT&T Connecticut, 8/15/13, Re: Emergency Contacts
11. Email, Gina Calabro, Director of Member Services and Marketing, Connecticut Conference of Municipalities (CCM) 8/14/13, Re: CCM Prescription Discount Card Program Results - July Report (May 13 - July 13, 18 claims saving residents \$820)

4. Public Comment - None

5. Old Business - None

6. Public Comment - None

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7. New Business

- a. State of Connecticut Department of Veterans' - Veterans' Service Contact
Letter, Linda Schwartz, RN, DrPH, FAAN, Commissioner, ST CT Dept. of Veterans' Affairs, 8/7/13,
Re: Public Act No. 13-14 'AN ACT REQUIRING CITIES AND TOWNS TO DESIGNATE A
VETERANS' SERVICE CONTACT PERSON' Effective 10/1/13
Mr. Sparkman advised that Lisbon like many other small towns has been in contact with State
delegation members protesting the unfunded mandate. He further advised that the Southeastern
Connecticut Council of Governments (SCCOG) is researching the possibility of allowing several
towns to join and designating one individual to represent them.
- b. Tax Collector's Request - Tax Refund, Megan J. Surprenant
\$13.52 Tax Refund, Megan J. Surprenant
A motion was made by R. Browne, seconded by J. Gwiazdowski to approve the \$13.52 refund.
VOTE: UNANIMOUS MOTION CARRIED
- c. Tax Collector's Request - Tax Refund, Traville Bulk Transport
\$144.53 Tax Refund, Traville Bulk Transport
A motion was made by R. Browne, seconded by J. Gwiazdowski, to approve the \$144.53 refund.
VOTE: UNANIMOUS MOTION CARRIED
- d. Tax Collector's Request - Tax Refund, Raymond C. Knieriem
\$9.96 Tax Refund, Raymond C. Knieriem
A motion was made by R. Browne, seconded by J. Gwiazdowski, to approve the \$9.96 refund.
VOTE: UNANIMOUS MOTION CARRIED
- e. Tax Collector's Request - Tax Refund, Jason M. Violette
\$16.96 Tax Refund, Jason M. Violette
A motion was made by J. Gwiazdowski, seconded by R. Browne, to approve the \$16.96 refund.
VOTE: UNANIMOUS MOTION CARRIED
- f. Tax Collector's Request -
\$22.00 Tax Refund, Michael T. Nash
A motion was made by J. Gwiazdowski, seconded by R. Browne, to approve the \$22.00 refund.
VOTE: UNANIMOUS MOTION CARRIED
- g. Tax Collector's Request - Tax Refund, Toyota Motor Credit Corp.
\$75.33 Tax Refund, Toyota Motor Credit Corp
A motion was made by J. Gwiazdowski, seconded by R. Browne, to approve the \$75.33 refund.
VOTE: UNANIMOUS MOTION CARRIED
- h. Burnham Tavern Repairs - Funding
Mr. Sparkman advised that, to date, electricity has been restored on a temporary basis; fire, smoke
and motion detectors have been installed in the tavern and garage. He further advised that a
contractor has estimated that the work to address the concerns regarding the foundation and sills
would cost approximately \$40,000. After noting that other than the Survey and Planning Grant, no
other grant funding has been approved for the building, Mr. Sparkman suggested using some funds
from LoCIP (Local Capital Improvement) funds.
A motion was made by J. Gwiazdowski, seconded by R. Browne, to approve a LoCIP application
in the amount of \$50,000 for foundation, sill and building repairs to the Burnham Tavern and call
for a special town meeting for final approval. VOTE: UNANIMOUS MOTION CARRIED

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- i. Eastern Regional Tourism District/Mystic Country - Vacancy
Letter, Ed Dombroskas, Ex. Director, Mystic Country Connecticut, 8/23/13, Re: Annual Report/Lisbon's Representative's Absences
Mr. Sparkman reported that with the relocation of Laurie Schwartz, Lisbon no longer has a representative on the tourism board noting he will look for a volunteer.
 - j. 2012 State Homeland Security Grant Program - Region 4 Memorandum of Agreement
A motion was made by R. Browne, seconded by J. Gwiazdowski, to approve the Town of Lisbon application and authorizing resolution for the 2012 Homeland Security Grant Program, Region, 4.
VOTE: UNANIMOUS MOTION CARRIED
8. Public Comment - None
9. Any other business which may properly come before the Board.
A motion was made by R. Browne, seconded by J. Gwiazdowski, to add: Tax Collector's Request - Paul or Marilyn Tarbox; Tax Collector's Request - Lisa A. Prushko; \$10,000 Additional Appropriation
VOTE: UNANIMOUS MOTION CARRIED
- a. Tax Collector's Request - Paul or Marilyn Tarbox, Tax Refund
\$8.62 Tax Refund, Paul or Marilyn Tarbox
A motion was made by R. Browne, seconded by J. Gwiazdowski, to approve the \$8.62 refund.
VOTE: UNANIMOUS MOTION CARRIED
 - b. Tax Collector's Request - Tax Refund, Lisa A. Prushko
\$18.81 Tax Refund, Lisa A. Prushko
A motion was made by J. Gwiazdowski, seconded by R. Browne, to approve the \$18.81.
VOTE: UNANIMOUS MOTION CARRIED
 - c. \$10,000 Additional Appropriation
Mr. Sparkman advised that an additional appropriation to the insurance and bonding line item is needed due to general increase and 100% worker's compensation ration.
A motion was made by R. Browne, seconded by J. Gwiazdowski, to approve a \$10,000 additional appropriation to Line Item #52733, Insurance and Bonding.
VOTE: UNANIMOUS MOTION CARRIED
10. Public Comment - None
11. Adjournment
A motion was made by R. Browne, seconded by J. Gwiazdowski, to adjourn at 7:16 p.m.
VOTE: UNANIMOUS MOTION CARRIED


Marlene LePine, clerk

APPROVED: _____
Thomas W. Sparkman, First Selectman

RECEIVED FOR RECORD AT LISBON
CT ON 09/11/2013 AT 11:25
ATTEST. LAURIE TIROCCHI, TOWN CLERK
