

MINUTES
REGULAR MEETING
BOARD OF SELECTMEN
LISBON TOWN HALL
MONDAY, NOVEMBER 14, 2016
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 pm

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

2. Previous Minutes

- a. 09/26/16
- b. 10/24/16 Can.
- c. 11/3/16 Sp. Mtg.

R. Browne moved to approve the previous minutes as printed. W. Surfus seconded the motion.

VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence

- 1. Letter, Robert Adams, Chair., Planning and Zoning Commission, 11/9/16, Re: Town of Lisbon Official Zoning Map (revised 11/1/16, Eff. 12/1/16)
- 2. Email, Winston Averill, Solid Waste Management Services, 11/9/16, Re: E-Waste/Paper Shred (11/5/15) Numbers
- 3. Letter, Melanie Bachman, Acting Executive Director, ST CT Siting Council, 11/3/16, Re: **EM-VER-073-161101** Cellco Partnership d/b/a Verizon Wireless notice of intent to modify an existing telecommunications facility located at 26 Mell Road.
- 4. Letter, Stephen Brown, Lisbon Central School Service-learning Coordinator, 11/1/16, Re: Student Ambassadors to the Board of Selectmen (Lindsey Paradis, Haylee Zinewicz, and Brett Wheeler)
- 5. C: Insp. Rept. to Planning and Zoning Commission, from Joseph H. Boucher, M.S., L.S. & Donald R. Aubrey P.E., L.S., Consulting WPCA Engineer, 10/27/16, Re: McDonalds Restaurant – Major Remodel Program
- 6. Memo, Wayne Donaldson, Lisbon Board of Finance, 10/17/16, Re: Annual Report (request for BoS narrative)
At this time Mr. Sparkman noted that he has also received another memo from the Board of Finance asking for a zero increase in budgets requests.
- 7. Letter, Charles K. Norris, Judge of Probate, ST CT Norwich Probate District, 9/30/16, Re: 2015/2016 Budget (Refund totaling \$636.29 due to towns in the district.)
- 8. Letter, Gerard Goundreau, CT SERC Chairman & Mark DeCaprio, MPH, RS, Director/SERC Administrator, DEEP Emergency Response & Spill Prevention Division, CT Dept. of Energy & Environmental Protection, 10/3/16, Re: Local Emergency Operations Plans (LEOPs) Review and Update to be performed by Tighe & Bond, Inc.
- 9. Letter, Leonora J. Szruba, Chair., Lisbon Commission on Aging, 10/3/16, Re: Senior Center Window Leak
Mr. Sparkman advised that the public works department has addressed the issue.
- 10. Letter, Lloyd Niles, President, Willimantic Switchboard Fire Chief's Association, Inc. (W.S.F.C.A.), 10/5/16, Re: Discontinuation of Private Alarm Monitoring Services by W.F.S.C.A as of December 31, 2016

4. Public Comment – None

5. Old Business

- a. 486 River Road - ST DOT Facility

Mr. Sparkman noted distributing a copy of the Notification for Underground Storage Tanks that the town has to submit to DEEP each year for the underground tanks at 486 River Road.

**TOWN OF LISBON
2017 SCHEDULE OF MEETINGS**

In accordance with the provisions of Connecticut State Statutes #1-225, notice is hereby given that the regularly scheduled meeting of the

Board of Selectmen

Name of Board/Commission/Committee

will be held on the following dates:

January 9, 23

July 10, 24

February 13, 27

August 14, 28

March 13, 27

September 11, 25

April 10, 24

October 23

May 8, 22

November 13, 27

June 12, 26

December 11

The above meetings will be held at 7:00 o'clock Pm in the

Town Hall Conference Room in Lisbon.

Signed: [Signature], Chairman

_____, Secretary

Notice:

Chairman and Secretary of all administrative and executive boards, commissions, agencies, bureaus or other bodies must file with the Town Clerk no later than January 31st of each year a schedule of the regular meetings of such bodies for the ensuing year, and no such meeting may be held sooner than thirty (30) days after the schedule has been filed. Thus, it is imperative that the Chairman and Secretary of these respective bodies file with the Town Clerk not later than December 1, 2016 a schedule of the regular meetings that will be held in 2017.

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b. 1 South Burnham Hwy.

Mr. Sparkman advised that the Phase II testing found contaminated soil and ground water requiring the property owner to take action to sample nearby drinking water wells. He further advised that Attorney Norman, Agent for the owner, has been notified noting that Attorney Norman is in discussions with Town Counsel regarding options.

c. Veterans' Property Taxes – No Update

d. Bookkeeper – Town of Lisbon

R. Browne moved to hire Holly Smelser as the Bookkeeper for the town of Lisbon. The motion was seconded by W. Surfus.

VOTE: UNANIMOUS MOTION CARRIED

6. Public Comment - None

7. New Business

a. Eversource – Streetlights, Town of Lisbon

W. Surfus moved to approve the release and authorization for the automatic installation of LED equipment on utility owned streetlights. The motion was seconded by R. Browne.

VOTE: UNANIMOUS MOTION CARRIED

b. Tax Collector's Request – Tax Refund, Hyundai Lease Titling Tr.

R. Browne moved to approve a \$187.67 tax refund to Hyundai Lease Titling Tr. The motion was seconded by W. Surfus.

VOTE: UNANIMOUS MOTION CARRIED

c. Board of Selectmen – 2017 Meeting Schedule - Attached

W. Surfus moved to approve the 2017 meeting schedule for the Board of Selectmen to be held at 7:00 pm on the second and fourth Monday of each month in the town hall conference room. The motion was seconded by R. Browne.

VOTE: UNANIMOUS MOTION CARRIED

d. Request, Board of Selectmen – Line Item Transfer, Insurance & Bonding

R. Browne moved to approve a line item transfer in the amount of \$655 from Line Item #52721, Employee Insurance, to Line Item #52733, Insurance and Bonding. The motion was seconded by W. Surfus.

VOTE: UNANIMOUS MOTION CARRIED

8. Public Comment - None

9. Any other business which may properly come before the Board. – None

At this time Mr. Browne noted two line items on the monthly expenditure report that were over expended.

10. Public Comment - None

11. Adjournment

R. Browne moved to adjourn at 7:07 p.m. The motion was seconded by W. Surfus.

VOTE: UNANIMOUS MOTION CARRIED

RECEIVED FOR RECORD AT LISBON

CT ON 11/15/16

AT 10:30 am

ATTEST LAURIE TIROCCHI, TOWN CLERK

Marlene LePine

APPROVED:

Thomas W. Sparkman, First Selectman

Marlene LePine, clerk