

MINUTES  
REGULAR MEETING  
BOARD OF SELECTMEN  
LISBON TOWN HALL  
MONDAY, FEBRUARY 14, 2022  
7:00 P.M.

1. Call to Order

The regular meeting of the Board of Selectmen was called to order by Thomas W. Sparkman, First Selectman at 7:02 p.m.

MEMBERS PRESENT: Thomas W. Sparkman, Robert T. Browne

MEMBERS ABSENT: William C. Surfus

OTHERS PRESENT: Nora Gosselin, LCS Student Ambassador

2. Previous Minutes – Motion by R. Browne second by T. Sparkman to accept the 1/10/2022 Regular Meeting minutes, 1/24/2022 Cancellation Notice and 2/10/2022 Budget Workshop Minutes as presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Letter, from TEC Associates, dated 1/28/2022 re: Providence & Worcester Railroad (P&W) 2022 Vegetation Control Program
- b. Notice, from The Bulletin re: Transition to Saturday's edition as an electronic edition (e-Edition) only, beginning 3/5/2022
- c. Report, from CCM re: Prescription Drug Savings Report
- d. Memo, from Gail Gwiazdowski, Town Assessor dated 1/26/2022 re: 2021 Grand List
- e. Weekly Covid Report, from Uncas Health District, January 23, 2022 through February 5, 2022
- f. Report, from Munistat re: Town of Lisbon FY 2020/2021 Financial Information and Operating Data
- g. Letter, from State of CT, Office of Policy and Management, dated 1/17/2022 re: Municipal Revenue Sharing Account Grants
- h. Copy, BoS Annual Report Narrative from Thomas W. Sparkman, First Selectman to Wayne Donaldson, Chairman Board of Finance
- i. Copy, email, from CT State Library dated 2/2/2022 re: Annual Historic Documents Preservation Grant for FY 2023. Lisbon Town Clerk is eligible for \$5500.00

4. Public Comment – NONE

5. Old Business

- a. Lisbon Fire Department – Mr. Browne gave a brief report on recent Fire Station Building Committee meetings. He noted that he suggested that the Committee should break up into sub-committees for various project needs.
- b. Route 12 Sidewalks – Mr. Sparkman reported that the Town engineer has submitted report to Kate Rattan from the Council of Governments for the project milestones for the quarter ending December 2021.
- c. Bundy Hill Bridge Replacement – Mr. Sparkman reported that CLA Engineers recently submitted project plans to the Army Corps of Engineers, and he estimates the project should begin in September.

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6. New Business

- a. Commission on Aging – Appointments / Reappointments – Motion by R. Browne second by T. Sparkman to reappoint Donna Gahrman and Joseph Doran, and appoint Joyce Carvalho and Mary Brown, to the Commission on Aging for the term 3/1/2022 – 2/28/2024.

VOTE: UNANIMOUS, MOTION CARRIED

- b. Tax Collector's Request – Tax Refund, Richard Teper – Motion by R. Browne second by T. Sparkman to approve the tax refund in the amount of \$1,587.66 to Richard Teper.

VOTE: UNANIMOUS, MOTION CARRIED

- c. FY 2022 / 2023 General Government Budget – Joshua Cingranelli, representing the Fire Department, was present to answer questions. He reported that revenue was down due to Covid 19, and that there is currently a \$70,000.00 shortfall, with \$81,000.00 in outstanding collections. He stated that 95% of the budget is for labor costs, which must remain competitive to keep staff. Mr. Browne noted he had concerns for the numbers requested for Recruitment Retention, and Mr. Cingranelli noted that the Town needs to give the volunteers incentive to continue to donate their time and energy to the department, stating that the number of volunteers willing to respond to emergencies has decreased considerably over the last few years. Mr. Sparkman noted that it would not be a fair representation of the budget if a cost center asked for an amount that did not cover their costs, only to be forced to ask for an additional appropriation later in the fiscal year to make up the difference. The Board is to revisit this subject in another budget workshop before it is approved and presented to the Board of Finance.

- d. Letter, Gregory Bouchard – Retirement – Mr. Sparkman reported that Gregory Bouchard, Road Foreman, has submitted a letter of retirement effective April 2, 2022. The Board acknowledged his many years of service and dedication to the Town, wishing him well.

- e. Appointment – Board of Assessment Appeals – Mr. Sparkman noted that a position was left vacant when Susan Hull resigned her position to take a position with the Board of Finance. He also noted that two requests to fill the vacancy had been submitted to his office: one on February 3rd, and the other February 10<sup>th</sup>. Motion was made by R. Browne second by T. Sparkman to appoint Kathleen Kral (U) to the Board of Assessment Appeals for the term 11/19/2019 – 11/21/2023.

VOTE: UNANIMOUS, MOTION CARRIED

7. Any other business which may properly come before the Board - NONE

8. Adjournment – Motion by R. Browne second by T. Sparkman to adjourn at 7:30 p.m.

VOTE: UNANIMOUS, MOTION CARRIED



Elaine Joseph, clerk

APPROVED: \_\_\_\_\_  
Thomas W. Sparkman, First Selectman

RECEIVED FOR RECORD AT LISBON  
CT ON 2/16/2022 AT 9:50am  
ATTEST. LAURIE TIROCCHI, TOWN CLERK  
