

MINUTES
REGULAR MEETING
BOARD OF SELECTMEN
LISBON TOWN HALL
MONDAY, APRIL 11, 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 7:00 p.m.

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

MEMBERS ABSENT: William C. Surfus

2. Previous Minutes – Motion by R. Browne second by T. Sparkman to accept the 3/14/2022 Regular Meeting minutes, 3/28/2022 Cancellation and 3/30/2022 Special Meeting minutes as presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Copy, Letter, from Board of Selectmen to Jonathan Sparkman dated March 31, 2022 re: promotion of Jonathan Sparkman to DPW Foreman
- b. Notice, from the U.S. National Park Service to Lisbon Historical Society dated March 29, 2022 re: the pending nomination and related actions of the Burnham Tavern to the National Register of Historic Places
- c. Letter of Resignation from Melissa Cassidy, board clerk to Clerk to the Boards, dated March 23, 2022, re: resignation as clerk for the following boards: Board of Finance, Farmers' Market Committee and Recreation Committee, effective April 29, 2022. Intent is to continue with Trail Committee and Fire Station Building Committee.
- d. Copy, MS4 General Permit 2021

4. Public Comment – NONE

5. Old Business

- a. Lisbon Fire Department – Mr. Browne gave a brief update, reporting that the Board is discussing hiring an IT person and Clerk to the Works. It is also noted that the sprinkler system was designed for a public system and a new system will cost \$250,000.00 more.
- b. Route 12 Sidewalks – Mr. Sparkman gave a brief update, noting that the process, although coming along, is a slow one, and that the current cost estimate of \$3.9 million will likely increase before it is completed.
- c. FY 2022 / 2023 General Government Budget – Mr. Sparkman noted that the Board of Finance held a Public Hearing on Tuesday, April 5, 2022 and that there was no public comment.
- d. ARPA Funds – Mr. Sparkman noted that his report to the Federal Government will be submitted at the end of April.
- e. Bundy Hill Road Bridge – Mr. Sparkman reported that a pre-construction notification was submitted to DEEP, as is required of projects being funded by State and Federal funds.
- f. Request, Lisbon Emergency Response – Additional Appropriation – Mr. Sparkman reported that the request for an additional appropriation in the amount of \$85,152.00 was approved at the Special Town Meeting on Thursday, April 7, 2022, and will be funded using ARPA funds.

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6. New Business

- a. Tax Collector – Mr. Sparkman reported that the Tax Collector has given notice of her resignation effective at the end of this Fiscal Year. He also noted that, as an elected position, it must be filled by a Town resident. The Tax Collector recommended Ken Bomba, who is a CT certified tax collector and has worked in the Town's finance office as temporary bookkeeper and in the Tax Collector's office as a tax clerk. Motion was made by R. Browne second by T. Sparkman to offer the position of Tax Collector to Ken Bomba. VOTE: UNANIMOUS, MOTION CARRIED
- b. Tax Collector's Request – Tax Refund, VW Credit Leasing, LTD – Motion by R. Browne second by T. Sparkman to approve the tax refund in the amount of \$139.49 to VW Credit Leasing, LTD. VOTE: UNANIMOUS, MOTION CARRIED
- c. Kinsman Hill Road Extension – Road Repair – Mr. Sparkman noted that the Town will be doing drainage and road resurfacing on Kinsman Hill Road Extension, in the area of the Stone Arch Railroad Bridge, starting April 18th. A portion of the road will be closed for a couple of days.
- d. Line Item Transfer – Town Garage Utilities – Motion to approve a line item transfer in the amount of \$11,525.00 to line item #60141 (Town Garage Utilities) from line item #60142 (Town Garage Maintenance). Motion by R. Browne second T. Sparkman to approve. VOTE: UNANIMOUS, MOTION CARRIED
- e. Line Item Transfer – Town Hall Maintenance – Motion to approve a line item transfer in the amount of \$4400.00 to line item #52742 (Town Hall Maintenance) from line item #60130 (Street Lighting). Motion by R. Browne second T. Sparkman to approve. VOTE: UNANIMOUS, MOTION CARRIED
- f. Employment Opportunity – Maintainer/Equipment Operator – Mr. Sparkman noted that with the recent retirement of Greg Bouchard and the promotion of Jonathan Sparkman to DPW Foreman, the Town has an open position for Maintainer/Equipment Operator.

Motion by R. Browne second by T. Sparkman to add "Board Clerk – Fee Schedule" to agenda item 7.a. VOTE: UNANIMOUS, MOTION CARRIED

7. Any other business which may properly come before the Board

- a. Mr. Sparkman noted that the fee schedule for the board clerks has remained the same since 1995, and it is becoming increasingly difficult to find and keep qualified individuals for that position. Funding for the change is incorporated into the 2022/2023 budget. Motion by R. Browne second by T. Sparkman to approve the proposed fee change for Line Item #52611 (Clerk to the Boards). VOTE: UNANIMOUS, MOTION CARRIED

8. Adjournment – Motion by R. Browne second T. Sparkman to adjourn at 7:15 p.m.

VOTE: UNANIMOUS, MOTION CARRIED


Elaine Joseph, clerk

APPROVED: _____
Thomas W. Sparkman, First Selectman

RECEIVED FOR RECORD AT LISBON
CT ON 4/14/2022 AT 9:30am
ATTEST, LAURIE TIROCCHI, TOWN CLERK
