

MINUTES
REGULAR MEETING
BOARD OF SELECTMEN
LISBON TOWN HALL
MONDAY, APRIL 25, 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, William C. Surfus

MEMBERS ABSENT: Robert T. Browne

2. Previous Minutes – Motion by W. Surfus second by T. Sparkman to accept the 4/11/2022 Regular Meeting minutes as presented. VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Copy, Memo, from Clerk to the Boards to board clerks dated 4/12/2022 re: updated fee schedule approved at 4/11/2022 Board of Selectmen meeting.
- b. Letter, from FEMA dated 4/7/2022 re: revised flood insurance rate map and flood insurance study.
- c. Memo, from Tax Assessor to First Selectman Sparkman and Wayne Donaldson, Chairman Board of Finance dated 4/19/2022 re: receipt of \$3205.74 from the State as part of the Veteran's Exemption Grant.
- d. Tipping Report, from Wheelabrator Lisbon re: Tipping report for month of March indicating the Town received royalties in the amount of \$8,686.48 for 17,508.92 tons of product.

4. Public Comment – NONE

5. Old Business

- a. Lisbon Fire Department – The notice for Bid Opening on May 6, 2022 at 10:00 AM has been published in the Bulletin and on the website. Mr. Sparkman noted that a copy of the site work drawings has been received.
- b. Route 12 Sidewalks – NONE
- c. FY 2022 / 2023 General Government Budget – Mr. Sparkman noted that the Annual Town Meeting has been warned for May 2, 2022 at the school and that the Referendum will follow on May 16 at the Town Hall.
- d. ARPA Funds – Mr. Sparkman reported that the Bookkeeper has met with the SECCoG ARPA Consultant in preparation of sending the report out at the end of the month. He noted that the Consultant saw no issues with the proposed spending.
- e. Bundy Hill Road Bridge – NONE
- f. Employment Opportunity – Maintainer / Equipment Operator – Mr. Sparkman reported that the position has been advertised in the Bulletin and the Day Newspaper as well as the Town website.



TOWN OF LISBON

INCORPORATED 1786

BOARD OF SELECTMEN

1 NEWENT ROAD
LISBON, CONN. 06351-9802
TEL. (860) 376-3400
FAX. (860) 376-6545



AUTHORIZING RESOLUTION OF THE TOWN OF LISBON BOARD OF SELECTMEN

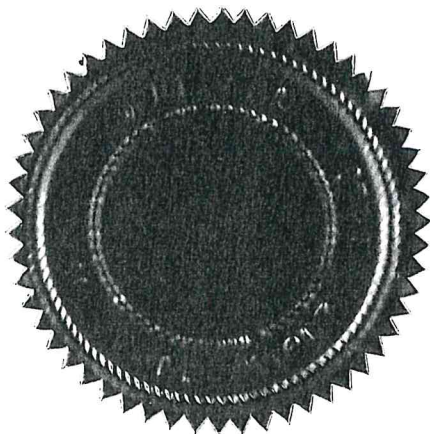
I, Marjorie Wakely, the Assistant Town Clerk of the Town of Lisbon, do hereby certify that the following is a true and correct copy of a resolution adopted by the Board of Selectmen at its duly called and held meeting on Monday, April 25, 2022, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect:

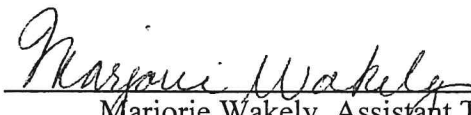
RESOLVED, that the Board of Selectmen may enter into with and deliver to the **State of Connecticut, Division of Emergency Management and Homeland Security, Department of Emergency Services and Public Protection**, any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED: that Thomas W. Sparkman, as First Selectman of the Town of Lisbon, Board of Selectmen is authorized and directed to execute and deliver any and all documents on behalf of the Town of Lisbon, Board of Selectmen and to do and perform all acts and things which he deems necessary or appropriate to carry out the terms of such documents, including but not limited to, executing and delivering all agreements and documents contemplated by such documents.

The undersigned further certifies that Thomas W. Sparkman now holds the office of First Selectman, of the Town of Lisbon and that he has held that office since November 19, 1997.

IN WITNESS WHEREOF: The undersigned has executed this certificate this 26th day of April, 2022.





Marjorie Wakely, Assistant Town Clerk
Town of Lisbon

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6. New Business

- a. Employment Opportunity – Senior Coordinator/Municipal Agent – Mr. Sparkman reported that the Senior Coordinator has submitted her notice of resignation effective September 1, 2022.
- b. Appointment – Town Clerk – Mr. Sparkman reported that the Town Clerk has submitted her resignation effective July 31, 2022. He noted that the Town Clerk's position is an elected position and that the Board of Selectmen may appoint someone in the interim until the next election. The appointment of the new Town Clerk is to be made next month.
- c. Appointment – Assistant Town Clerk – Mr. Sparkman reported that the Assistant Town Clerk has verbally given notice of her intent to resign at the end of June. He noted that the Assistant Town Clerk is, by ordinance, chosen by the Town Clerk.
- e. Appointment – Tax Clerk – Mr. Sparkman reported that when the new Tax Collector begins his term, language will be written up for a more permanent position for Tax Clerk.

Motion by W. Surfus second by T. Sparkman to add the following items to the agenda:

- a. Authorizing Resolution – Emergency Management Planning Grant
- b. Local Traffic Authority – Highway Use Permit, A Reason to Ride
- c. Local Traffic Authority – Highway Use Permit, Fall Festival Road Race

VOTE: UNANIMOUS, MOTION CARRIED

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

- a. Authorizing Resolution – Emergency Management Planning Grant – Motion by W. Surfus second by T. Sparkman to approve a Resolution authorizing the First Selectman to sign the documents with the Department of Emergency Services and Public Protection Division of Emergency Management and Homeland Security for the yearly Emergency Management Planning Grant.

VOTE: UNANIMOUS, MOTION CARRIED

- b. Local Traffic Authority – Highway Use Permit, A Reason to Ride – Motion by W. Surfus second by T. Sparkman to approve the Highway Use Permit application for "A Reason to Ride" motorcycle event to benefit veterans to be held on June 12, 2022. VOTE: UNANIMOUS, MOTION CARRIED

- c. Local Traffic Authority – Highway Use Permit, Fall Festival Road Race - Motion by W. Surfus second by T. Sparkman to approve the Highway Use Permit application for "Fall Festival Road Race" to be held on October 2, 2022. VOTE: UNANIMOUS, MOTION CARRIED

8. Adjournment – Motion by W. Surfus second T. Sparkman to adjourn at 7:12 p.m.

VOTE: UNANIMOUS, MOTION CARRIED



Elaine Joseph, clerk

APPROVED: _____

Thomas W. Sparkman, First Selectman

RECEIVED FOR RECORD AT LISBON

CT ON 4/26/2022 AT 9:15am

ATTEST, LAURIE TIROCCHI, TOWN CLERK

Laurie Tirocchi