

MINUTES
REGULAR MEETING
BOARD OF SELECTMEN
LISBON TOWN HALL
MONDAY, MAY 23, 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, William C. Surfus

2. Previous Minutes – Motion by R. Browne second by W. Surfus to accept the 5/9/2022 Regular Meeting minutes as presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Letter, from Amy Horan, Manager of Government & Regulatory Affairs, Comcast, dated 5/11/2022 re: introduction
- b. Copy, Highway Use Permit #072-001-22, from State of CONNDOT dated 5/13/2022 re: Highway Use Permit for Lisbon Fall Festival Road Race to be held October 2, 2022
- c. Prescription Drug Savings Report as of 3/31/2022
- d. Copy, Letter to Abbutters re: June 7, 2022 Public Hearing of the Planning and Zoning Commisison, for Special Permit application, 25 Newent Road (Fire Department)
- e. Copy, Email, from John Algieri re: his immediate resignation from the Farmers Market Committee
- f. Copy, from Tax Collector re: 2022 Suspense List approved by BoF at their May 18th meeting
- g. Memo re: Summer Lisbon Quarterly Newsletter submissions request

4. Public Comment – NONE

5. Old Business

- a. Lisbon Fire Department – NONE
- b. Route 12 Sidewalks – NONE
- c. FY 2022 / 2023 General Government Budget – Mr. Sparkman noted that the Referendum had a turnout of 108 voters and both budgets passed. He also noted that the Board of Finance set the 22/23 mill rate at 22.23 at their May 17th meeting.
- d. ARPA Funds – NONE
- e. Bundy Hill Road Bridge – Mr. Sparkman noted that the Department of Public Works recently cleared debris from the dam.

Motion by R. Browne second W. Surfus to pass on agenda items 5.f. through 5.j. and return after agenda item 7.

VOTE: UNANIMOUS, MOTION CARRIED

- f. Employment Opportunity – Maintainer / Equipment Operator – Motion by R. Browne second by W. Surfus to hire Guy Young as a Maintainer / Equipment Operator for the Town of Lisbon with a start date of Tuesday, May 24, 2022.

VOTE: UNANIMOUS, MOTION CARRIED

MINUTES
REGULAR MEETING
BOARD OF SELECTMEN
MONDAY, MAY 23, 2022
Page 2 (Old Business, cont)

- g. Appointment – Town Clerk – Motion by W. Surfus second R. Browne to appoint Michelle Grant as the Town Clerk, replacing Laurie Tirocchi, assuming the position on August 1, 2022.

VOTE: UNANIMOUS, MOTION CARRIED

- h. Appointment – Assistant Town Clerk – Motion by R. Browne second by W. Surfus to appoint Janet Lefevre as the Assistant Town Clerk effective July 1, 2022. VOTE: UNANIMOUS, MOTION CARRIED

- i. Employment Opportunity – Senior Coordinator / Municipal Agent – Motion by R. Browne second by W. Surfus to hire Danielle Mauri as Senior Coordinator / Municipal Agent effective September 1, 2022. VOTE: UNANIMOUS, MOTION CARRIED

- j. Litigation Issue – Old Stone Mill Foundation Trust vs. Town of Lisbon – No motions made

- k. Appointment – Tax Clerk – Mr. Sparkman noted that once the new Tax Collector begins in July, the need for the hiring of a Tax Clerk will be assessed.

6. New Business

- a. Employment Opportunity – Nutrition Site Server – Mr. Sparkman noted that with the current Nutrition Site Server being hired as Senior Coordinator / Municipal Agent effective September 1, the position will need to be filled by that date. It will be posted as is required by the Union.

- b. Request – Highway Use Permit – Memorial Day Parade – Motion by R. Browne second by W. Surfus to approve the Highway Use Permit for the Town of Griswold's Memorial Day Parade being held on May 30th.

VOTE: UNANIMOUS, MOTION CARRIED

- c. State of Connecticut, DESPP – CMED Services Credit – Motion by W. Surfus second R. Browne to designate American Ambulance as the Town of Lisbon recipient of the Regional Emergency Telecommunication Service for Fiscal Year 2022 /2023. VOTE: UNANIMOUS, MOTION CARRIED

- d. Request, Line Item Transfer - Clerk to the Boards – Mr. Sparkman noted that with the increased number of meetings, public hearings and the recent increase in the board clerk stipened, the Clerk to the Boards Assistant Wages line item needs increased funding. Motion by R. Browne second W. Surfus to approve a line item transfer in the amount of \$1500.00 from LI#60131 (Contracted Services) to LI#52611 (Clerk to the Boards Assistant Wages).

VOTE: UNANIMOUS, MOTION CARRIED

- e. Request, Line Item Transfer – Tax Assessor – Mr. Sparkman noted that the Quality Data Service software that is critical to the Assessor and Tax Collector is approaching its expected lifetime and will need to be replaced. Motion by W. Surfus second by R. Browne to approve an \$8000.00 line item transfer to LI#51450 (Supplies & Expenses) with \$1000.00 from LI#51443 (Computer Maintenance & Support) and \$7000.00 from LI#51412 (Assessor's Clerk Wages).

VOTE: UNANIMOUS, MOTION CARRIED

- f. Spring Clean-up 2022 – Mr. Sparkman noted that Cassella, the company that recently purchased Willimantic Waste, agreed to the Spring Clean-up this year at a cost of \$30,000.00, which is a substantial increase over last year. Motion by R. Browne second by W. Surfus to approve Spring Clean-up beginning Monday, June 27 and ending July 1, with all acceptable items being placed curbside by 7:00 a.m. on June 27th.

VOTE: UNANIMOUS, MOTION CARRIED

MINUTES
REGULAR MEETING
BOARD OF SELECTMEN
MONDAY, MAY 23, 2022
Page 3 (cont)

Motion by R. Browne second by W. Surfus to add "Puppy Hill Lane Trail" to agenda item 7.a.

VOTE: UNANIMOUS, MOTION CARRIED

7. Any other business which may properly come before the Board
- a. Puppy Hill Lane Trail – Mr. Sparkman reported that the Trail Committee is proposing adding a new trail system across from Burnham Tavern and going 1.5 mile throughout the fields, exiting near the entrance to Sargeants Way. The Board of Selectmen have questions regarding parking, pedestrian crossing on Routye 169 and a possible conflict with the corn fields. Mr. Sparkman noted that he will get additional information before the Board acts on this proposal.

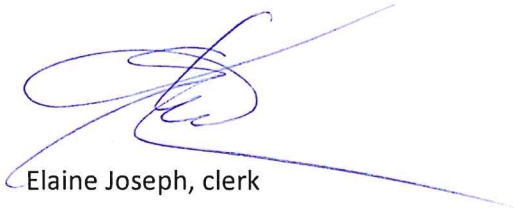
Motion by R. Browne second by W. Surfus to return to agenda items 5.f. through 5.j. and go into executive session at 7:09 p.m.

VOTE: UNANIMOUS, MOTION CARRIED

Out of executive session at 7:20 p.m.

8. Adjournment – Motion by R. Browne to adjourn 7:16 p.m.

VOTE: UNANIMOUS, MOTION CARRIED



Elaine Joseph, clerk

APPROVED: _____
Thomas W. Sparkman, First Selectman

RECEIVED FOR RECORD AT LISBON
CT ON 5/25/2022 AT 9:05 AM
ATTEST. LAURIE TIROCCHI, TOWN CLERK
