

MINUTES
REGULAR MEETING
BOARD OF SELECTMEN
LISBON TOWN HALL
MONDAY, DECEMBER 12, 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

OTHERS PRESENT: Lydia Gosselin, LCS Student Ambassador

2. Previous Minutes – Motion by R. Browne second by W. Surfus to accept the 11/14/2022 Regular Meeting minutes and the 11/28/2022 Cancellation Notice as presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Memo, re: Holiday Luncheon
- b. Memo, re: 2023 Holiday Schedule / Office Closings
- c. Microbac Laboratories, Inc., dated 12/1/2022 re: Town Hall drinking water test results
- d. Letter, from DEEP dated 10/18/2022 re: notification of violation regarding language in Lisbon zoning regulations, Section 4.1.3
- e. Municipal Reporting Form re: waste and recycling data for Spring Clean-up and town-wide services
- f. Memo, from Board of Finance re: Annual Report Narratives due December 31, 2022
- g. CCM Prescription Drug Program Report
- h. Memo, from Stephen Brown, LCS Service Learning Coordinator re: Student Ambassador

4. Public Comment – NONE

5. Old Business

- a. Lisbon Fire Department – It is noted for the record that construction re-bids are to be opened on January 6, 2023 at 10:00 AM.
- b. Route 12 Sidewalks – Mr. Sparkman reported that the engineering firm of Tighe & Bond, hired by the Council of Governments to review LOTCIP applications, has submitted some comments. CLA Engineers reviewed and responded to those comments.
- c. ARPA Funds – Mr. Sparkman reported that he continues to wait for the Historical Society's requests. All other requests that can be accomplished without going to bid will be scheduled.
- d. Bundy Hill Bridge – Mr. Sparkman reported that the Town continues to wait for the State to finalize the contract.
- e. Trail Committee – Puppy Hill Trail – Mr. Sparkman reported that the DOT Policy & Planning Bureau has yet to comment on a potential crosswalk on Route 169.
- f. STEAP Grant – Strawberry Fields Sidewalks, Phase III – Mr. Sparkman reported that the Town continues to wait on the State to finalize everything.

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6. New Business

- a. Tax Collector's Request – Tax Refund, Riley D. Goodrow – Motion by R. Browne second by W. Surfus to approve the tax refund in the amount of \$31.11 to Riley D. Goodrow.
VOTE: UNANIMOUS, MOTION CARRIED
- b. Tax Collector's Request – Tax Refund, Toyota Lease Trust – Motion by R. Browne second by W. Surfus to approve the tax refund in the amount of \$267.08 to Toyota Lease Trust.
VOTE: UNANIMOUS, MOTION CARRIED
- c. Tax Collector's Request – Tax Refund, Toyota Lease Trust – Motion by R. Browne second by W. Surfus to approve the tax refund in the amount of \$175.76 to Toyota Lease Trust.
VOTE: UNANIMOUS, MOTION CARRIED
- d. Appointments – Farmers' Market Committee – Mr. Sparkman noted that he is in receipt of a letter of intent from Edward Gionet and Tanner Wilson, asking to be considered for the Farmers' Market Committee. Motion by W. Surfus second by R. Browne to appoint Edward Gionet and Tanner Wilson to the Farmers' Market Committee for the term 11/20/2021 – 11/19/2025.
VOTE: UNANIMOUS, MOTION CARRIED
- e. Reappointment – Water Pollution Control Authority – Mr. Sparkman noted that he is in receipt of a letter by Kenneth Robb requesting reappointment. Motion by R. Browne second W. Surfus to approve the reappointment of Kenneth Robb to the Water Pollution Control Authority for the term 1/1/2023 – 12/31/2026.
VOTE: UNANIMOUS, MOTION CARRIED
- f. DOT Bridge Repairs, I-395 at Route 12 – Mr. Sparkman reported that the DOT is scheduling repairs on the I-395 bridge over Route 12.
- g. Additional Appropriation – Union Related Contingency – Motion by R. Browne second by W. Surfus to approve the additional appropriation in the amount of \$950.00 to line item #52725 (Union Related Contingency).
VOTE: UNANIMOUS, MOTION CARRIED
- h. Emergency Management Performance Grant – Authorizing Resolution – Motion by R. Browne second by W. Surfus to approve the EMPG Authorizing Resolution of the Town of Lisbon Board of Selectmen and the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security.
VOTE: UNANIMOUS, MOTION CARRIED
- i. Conveyance Proposal – Newent Congregational Church of Lisbon – Mr. Sparkman noted that he is in receipt of a letter from Attorney Richard Pascal, representative for the Newent Congregational Church of Lisbon, offering to convey the property and its furnishings to the Town. He noted that there are some concerns that need to be discussed with the Town Attorney, then it will need to be presented to the Planning and Zoning Commission for approval under 8-24 before further action can be taken.
- j. Nutrition Site Server Position – Mr. Sparkman noted that at the Special Meeting held by the Commission on Aging on December 9, 2022, the Commission voted to recommend the Board of Selectmen hire Kelly Miceli as Nutrition Site Server and Donna Benoit as a per diem Nutrition Site Server. Motion by R. Browne second by W. Surfus to approve the Commission on Aging recommendation to hire Kelly Miceli as the Nutrition Site Server and hire Donna Benoit as a per diem employee in that same position.
VOTE: UNANIMOUS, MOTION CARRIED



TOWN OF LISBON

INCORPORATED 1786

BOARD OF SELECTMEN

1 NEWENT ROAD
LISBON, CONN. 06351-2926
TEL. (860) 376-3400
FAX. (860) 376-6545



AUTHORIZING RESOLUTION OF THE TOWN OF LISBON BOARD OF SELECTMEN

I, Janet Lefevre, 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, December 12, 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 Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security**, 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 13th day of December, 2022.

Janet Lefevre, Assistant Town Clerk
Town of Lisbon

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7. Any other business which may properly come before the Board - NONE
8. Adjournment – Motion by R. Browne second by W. Surfus to adjourn 7:18 p.m.

VOTE: UNANIMOUS, MOTION CARRIED



Elaine Joseph, clerk

APPROVED: _____
Thomas W. Sparkman, First Selectman

RECEIVED FOR RECORD AT LISBON, CT
ON 12/14/22 AT 9:32 a.m.
ATTEST. MICHELLE GRANT, TOWN CLERK
 Asst.