

MINUTES
REGULAR MEETING
BOARD OF SELECTMEN
LISBON TOWN HALL
MONDAY, MARCH 25, 2024
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, Andromeda Eruek-Nance, LCS Student Ambassadors

2. Previous Minutes – Motion by R. Browne second by W. Surfus to approve the Regular Meeting minutes of 2/26/2024, Special Meeting minutes of 3/6/2024 and Cancellation Notice of 3/11/2024 as presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Memo, from Clerk to the Boards dated 6/6/2024 re: Mandatory Completion of Land Use Training Requirements for PZC and ZBA
- b. Letter, from PZC re: Text Amendment Approval (Number of Food Trucks at the Farmers Market) approved 5/3/2024 effective 4/1/2024
- c. Flyer, Eversource re: Storm 101
- d. Letter, from Farmers Market Committee dated March 14, 2024 re: Notice to abutters for Special Permit Application (Public Hearing 4/4/2024) for Relocation of Farmers Market to 12 South Burnham Highway (Newent Meeting House Green)
- e. CT DOT Highway Use Permit (Reason to Ride)

4. Public Comment – NONE

5. Old Business

- a. Lisbon Fire Department – Mr. Browne gave a brief report regarding the status of the project. Mr. Sparkman noted that the Town is in receipt of a letter from the contractor asking for an extension of their performance bond. The letter will be sent to Counsel for review.
- b. Route 12 Sidewalks – NONE
- c. ARPA Funds – NONE
- d. Bundy Hill Road Bridge – Mr. Sparkman reported that rain has hindered the start of the project.
- e. Trail Committee – NONE
- f. Urban Act Grant – Mr. Sparkman reported that the sidewalk repair project is out to bid with an opening date of April 5, 2024 at 10:00 AM.
- g. Opioid Funds – NONE
- h. EV Charging Stations – Mr. Sparkman reported that the project is complete.
- i. Culvert Repair – Autumn View Drive – Mr. Sparkman reported that the Town Engineer is working to complete the bid package.
- m. 2024/2025 Budget – Mr. Sparkman noted that the budgets are in the review process with the Board of Finance.



TOWN OF LISBON
INCORPORATED 1786



BOARD OF SELECTMEN

1 NEWENT ROAD
LISBON, CONN. 06351-2926
TEL. (860) 376-3400
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**AUTHORIZING RESOLUTION OF THE
TOWN OF LISBON
BOARD OF SELECTMEN**

I, Michelle Grant, the 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, March 25, 2024, 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 26th day of March, 2024.

Michelle Grant, Town Clerk
Town of Lisbon

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6. New Business

- a. Commission on Aging – Appointment – Motion by R. Browne second by W. Surfus to appoint Joan Marshall to fill a vacancy on the Commission on Aging for the term 3/1/2024 – 2/28/2026.
- b. Tax Collector's Request – Tax Refund, Molly A. Cannon - Motion by R. Browne second by W. Surfus to approve tax refund of \$57.64. VOTE: UNANIMOUS, MOTION CARRIED
- c. Tax Collector's Request – Tax Refund, Scott T. Higgins - Motion by R. Browne second by W. Surfus to approve tax refund of \$123.00. VOTE: UNANIMOUS, MOTION CARRIED
- d. FY 2023 State Homeland Security Grant Program – Memorandum of Agreement MoA/Authorizing Resolution – Motion by W. Surfus second by R. Browne to approve the FY 2023 State Homeland Security Grant Program – Memorandum of Agreement MoA/Authorizing Resolution. VOTE: UNANIMOUS, MOTION CARRIED
- e. Line Item Transfer Request – Recycling – Motion by R. Browne second by W. Surfus to approve a line item transfer of \$30,000.00 from LI#52130 (Purchased Services – Recycling) with \$5000.00 from LI#60135 (General Road Repairs) and \$25,000.00 from LI#60132 (Road Repairs & Maintenance). VOTE: UNANIMOUS, MOTION CARRIED
- f. Culvert Repair – Autumn View Drive – Mr. Sparkman reported that the Town Engineer is still working on the bid package.
- g. Spring Clean-Up - Motion by R. Browne second by W. Surfus to begin Spring Clean-Up the week of June 10, 2024.

Motion by R. Browne second by W. Surfus to add "Tax Collector's Requests" to agenda item 7.

VOTE: UNANIMOUS, MOTION CARRIED

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

- a. Tax Collector's Request – Tax Refund, Mark C. Rankowitz - Motion by W. Surfus second by R. Browne to approve tax refund of \$454.61. VOTE: UNANIMOUS, MOTION CARRIED
- b. Tax Collector's Request – Tax Refund, Mark C. Rankowitz - Motion by W. Surfus second by R. Browne to approve tax refund of \$6.75. VOTE: UNANIMOUS, MOTION CARRIED

8. Adjournment – Motion by R. Browne second W. Surfus to adjourn 7:10 p.m.

VOTE: UNANIMOUS, MOTION CARRIED



Elaine Joseph, clerk

APPROVED: _____
Thomas W. Sparkman, First Selectman

MAR 27 '24 AM 9:07
RCV LISBON TOWN CLERK
Janet Heave ASST.