

Board of Selectmen
Town Office Annex
March 5, 2013
Special Meeting Minutes

Selectmen Present: Mark Walter; Emmett Lyman. Absent: John Blaschik
Also Present: C. Varricchio, H. Thomas and L. Zemienieski

1. First Selectman Walter called the meeting to order at 4:32 pm and the attendees said the Pledge of Allegiance.

2. General Budget Review Workshop:

Officers Jeff Rhoades, Ian Hawes and Craig Mansfield arrived at 4:32 pm.

Police Officers

The board discussed the request for a part-time clerical position and the salary line for the full-time positions. Mr. Mansfield explained how he came up with the salary amount for the full-time and current part-time positions. It was noted that there was a \$3,000 difference in what the police submitted to what Mr. Walter adjusted the salary line to. Ms. Varricchio agreed to recompute the salary figures taking into consideration the reduction in a Resident State Trooper.

Ms. Varricchio questioned the increase in the community policing line. Mr. Mansfield explained that the increase in that line was due to increased activity.

It was noted that the uniform line was increase to accommodate for the new full-time position.

Police Officers – Capital Plan

The board discussed the vehicle replacement schedule.

The police officers departed at 5:00 pm.

Economic Development Commission

Deb Mathiasen and Peter Simmons arrived at 5:00 pm. The board discussed the consultant services request. Mr. Simmons noted that this request for funding came from him. He explained that the town has been lucky in receiving grants that either do not require matching funds or that had matching funds already budgeted. He noted that his request was for matching funds on future grants and/or funding for professional services for economic development in targeted areas. He noted that he would like to have a master plan for targeted areas. One area of interest is the town office site. He stated that it was lacking inventory for industrial development. He added that the town would need professional services to develop the Moodus infrastructure steps. He further explained that the funding could be applied to small targeted professional services for some of their other initiatives.

The board discussed the loan program through the Middlesex County Revitalization Commission and the development of Moodus Center as a mixed use area. They further discussed how to deal with private ownership of that area.

Deb Mathiasen and Peter Simmons left at 5:30 pm.

Fire Department

Shawn Daigle arrived at 5:30 pm. The board discussed with Chief Daigle the increase in the salary line. Chief Daigle explained that it would increase the coverage between the one full-time employee and three part-time employees.

The board asked about the budget for fire ponds. They noted that this item was removed from previous budget and was now back in the budget for next year. The board noted that they and the Board of Finance would need some justification that it will happen next year.

Ms. Varricchio asked about the equipment (gear) line. She noted that she would like to add a note to this budget on exactly what is purchased with this funding. Chief Daigle noted it was not just gear. It is also used for nozzles, hoses etc.

Fire Department – Capital Plan

It was noted that \$275,000 was in the capital budget for the rescue truck, \$19,000 for a light tower and 4,000 for a motor for the small Zodiac rescue boat. Chief Daigle noted that he would look into whether three light towers were actually needed.

Chief Daigle reviewed the proposed capital plan for the future truck replacement figures and noted that he would need to do some research on these figures. He noted that the tank is rusting on the tanker truck scheduled for replacement (\$350,000) so they are researching refurbishing it and he felt that \$900,000 was high for replacement of the ladder truck. He felt \$600,000 was more in line but would like to check into it before the number was reduced.

Fire Marshal

It was noted that this budget had an overall reduction.

Shawn Daigle departed at 6:00 pm.

Resident State Troopers

Ms. Varricchio and Mr. Walter noted that this budget will be revised as the town will only contract for one resident trooper due to the full-time positions added to the East Haddam Police Department.

Cemeteries

It was noted that there were no changes to this budget from last year.

Chatham Health District

It was noted that this budget also included the mandatory public health water testing and there was a slight increase in those fees. The Health District cost is based on a per capita rate of \$8.50.

Human Services

The board noted that increases in this budget were due to the rent paid to First Church of Christ, Congregational to temporarily house the clothing bank until the former middle school project can be completed.

Senior Services

The board noted the increase in this budget was due to the 1.5% non-union salaries.

Lakes Association

Ms. Varricchio noted that the lakes budget reflected an overall increase of \$3,600. She explained that the Lake Hayward Association noted that for the upcoming treatment year they will need an expanded spot treatment permit and the DEEP was requiring that prior to treatment, POALH must commission an independent impact study of several identified endangered species of flies that could be affected by treatment. This is an unbudgeted cost of \$4,500. They noted that with their recent pavilion fire that resulted in a total loss and additional unbudgeted expense they would appreciate consideration for some reimbursement from the Town.

Town Greens

The board noted the increase in this budget in electricity was due to the addition of Edgar D. William Park and the increase in mowing was due to the addition of four new properties: Acorn Drive Circle, Mill Road Triangle, Edgar D. Williams Park and Heritage Park.

Debt Service

Ms. Varricchio explained the decrease in this budget was due to the completion of the high school bond.

Michael Gilroy arrived at 6:20 pm.

East Haddam Free Public Library & Rathbun Library

Mr. Walter commented that both libraries were sharing Mr. Gilroy services as Library Director as a cost saving measure. Ms. Varricchio asked for audit reports and if the investment policies have changed. Mr. Gilroy provided that information.

Mr. Gilroy noted that overall the budget for the two libraries has increased approximately \$80,000. He explained that the increase is mainly due to salaries and their corresponding benefits. He showed that the salaries were not competitive with other libraries throughout the state. Rates ranged at \$10-\$12 at the low end, \$12-\$14 mid-range and \$17 at the high end. He also pointed out the two libraries themselves were not equal. He commented that if the plan was for a unified library system that there needed to be parity between the two libraries.

Ms. Varricchio reviewed the budget and noted that the revenues and expenses need to balance. The board further discussed the salaries and benefits.

EHFPL – Capital Plan

It was noted that the replacement of the boiler was in the capital budget. The board discussed with Mr. Gilroy that when the libraries unified and became a town department he would need to follow the town bidding ordinance for any large projects like this.

Rathbun – Capital Plan

The board noted that they would like to see a better quote on the repair/restoration of the cupola. This would also be something that would need to go out to bid.

Mr. Thomas asked about combining the libraries. Mr. Walter explained the process combining the two libraries and the need to create a new library board with representation from both libraries.

Michael Gilroy departed at 6:50 pm.

Brad Parker and Tiffany Quinn arrived at 6:50 pm.

Recreation Commission

Mr. Walter explained the request of the Recreation Commission and Police Office for a shared administrative assistant position. Mr. Parker explained the requested increase in the Recreation Directors hours. The board supported the increase in the Director's hours.

Mr. Thomas asked where the expense for the coaches and such is reflected. Ms. Varricchio responded that those expenses are reflected in the special revenue fund. Mr. Thomas also asked about program increases. Ms. Quinn gave the highlights of the new on-line registration program that the Park & Recreation program will be using.

Recreation Commission – Capital Plan

Ms. Quinn commented that field availability and maintenance was a high priority. She noted that there has been very little done, other than routine maintenance, to Nichols Field and it receives a lot of wear and tear. Over the next three years she has requested funding for field upgrades, renovations and improvements, parking lot repairs, resurfacing and installation of handicapped accessible parking areas in both the upper and lower parking lots, playground and basketball court improvements include the addition of playground and basketball equipment.

Mr. Parker discussed the need for upgrades to the lower field at the old middle school. He noted that upgrading that field area would give the availability for more field use. He discussed the difficulties Ms. Quinn has in scheduling use of the school facilities.

The board discussed the possibility of using reserve funds for some of these items.

3. Adjournment: There being no further business to discuss, a motion was made by Mr. Walter, seconded by Mr. Lyman, to adjourn the meeting at 7:05 p.m.

Tape: None

Respectfully submitted,

Emmett Lyman, Secretary