

Board of Selectmen Meeting
Grange Hall
May 21, 2014
Regular Meeting Minutes

Selectmen Present: M. Walter; E. Lyman; E. Malavasi

Also Present: E. Blaschik; R. Dill; B. Lunt; P. Simmons; L. Stuhlman; P. Stuhlman; L. Zemienieski

1. First Selectman Walter called the Board of Selectmen's meeting to order at 7:00 p.m. and the attendees said the Pledge of Allegiance.
2. Approval of Agenda: Motion made by Mr. Walter, seconded by Mr. Lyman, to approve the agenda as written. Unanimous aye.
3. Approval of Minutes: Regular Meeting of May 7, 2014

Motion made by Mr. Lyman, seconded by Mr. Malavasi, to approve the minutes of the Regular Meeting of May 7, 2014 as written. Mr. Walter abstained from the vote. Motion passed by a majority of ayes.

4. Correspondence: Mr. Walter discussed the issue raised at the May 7th Board of Selectmen's meeting regarding the type of American flag used in some of the Town facilities. He stated that it is acceptable to use American flags with fringe in the Town facilities.

A. Resident Letter Regarding Transfer Station: Mr. Walter called the Selectmen's attention to a copy of a letter in their meeting materials from Nancy Haslam, dated May 13, 2014. He read the letter for the public in attendance which endorsed the Jansky Rubbish Company's professionalism and concern for the environment and requested they "...*continue to be permitted to dump garbage and recyclables in our transfer station*".

Mr. Walter advised that a meeting regarding the use of the Transfer Station by the Town's hauling businesses will be scheduled in the near future. He stated that the hauling companies will be notified of the date of that meeting.

5. First Selectmen's Report: Mr. Walter distributed materials from a May 20, 2014 meeting of the Connecticut Yankee Fuel Storage Advisory Committee that he and Mr. Thomas attended. He noted that the Haddam residents are unhappy that the storage facility had reinstalled neon orange canal booms on the river. He stated that the Committee advised that the booms were reinstalled to enhance the site's security protective strategy to be consistent with the Nuclear Regulatory Commission's requirements. Mr. Walter further stated that the residents' concerns were not resolved at the meeting but that a sub-committee will be established to look into the issue.

Mr. Walter distributed the following documents that were handed out at the May 20, 2014 budget referendum: (a) a combined Status Update from the Municipal Facilities Advisory Group/Elementary School Renovation Group/Emergency Studies Committee; (b) an Interest Contact Form for the Center for Community Agriculture, and (c) a flier providing

information on upcoming Citizens Emergency Response Training (CERT) classes in East Haddam.

Mr. Walter reported that the Middlesex County Revitalization Center recently approved a business loan for the Sweet Shop which is moving from its present location to the old Fish Sisters' space. In response to a question from Mr. Malavasi, Mr. Walter advised that the Connecticut Department of Economic and Community Development funds the loans and the Revitalization Center reviews and makes decisions on loan applications.

- A. Bone Mill Road Bridge Closure: Mr. Walter recognized Public Works Administrator Lunt who provided some background history on the condition of the Bone Mill Road Bridge. She advised that following a recent inspection she was instructed to close the bridge due to the level of deterioration of the steel beams and bottom flange. Ms. Lunt noted that she solicited a second opinion from WMC Consulting Engineers who agreed with the recommendation to close the bridge immediately.

Ms. Lunt reported that WMC has submitted a grant application to the Connecticut Department of Transportation on behalf of the Town for approximately half of the cost of repairing the bridge.

- B. Shared Services Report – April & May: Mr. Walter called the Selectmen's attention to the April and May Shared Services reports in the meeting packets and reviewed several items in the reports.
6. Citizen's Concerns: Ms. Stuhlman read a letter to the Selectmen that she had drafted regarding the Town's plans to develop a Community Center for Agriculture on the Harris property. She stated that she is in favor of the project and would like to see it succeed; however, she outlined a number of concerns in her letter. A copy of Ms. Stuhlman's letter is attached to these minutes.

Mr. Walter thanked Ms. Stuhlman for her input and provided information about the make-up of the Building Committee for the Community Center for Agriculture and advised that several Town employees and consultants have been working on projects that would address a number of her concerns. He noted that the project will be discussed at the Town's upcoming Environmental Roundtable, tentatively scheduled for June 21. He further stated that representatives of the Building Committee will attend meetings of the Town's Boards and Commissions to keep them informed about the plans for the commercial kitchen and other plans for the site.

7. Unfinished Business:

- A. Tax and Business Incentive Program Application: Mr. Walter recognized Mr. Simmons who provided background information on Eddies Automotive Specialist's expansion and tax incentive application. Mr. Simmons requested the Selectmen's approval of Eddies' tax incentive application.

Motion made by Mr. Walter, seconded by Mr. Malavasi, to approve the written agreement with Eddie's Autobody Specialists, Inc. for abatement of property taxes under the Town of East Haddam ordinance entitled "Tax and Business Incentive Program" adopted June 30,

2010, and forward it to the Board of Finance and Town Meeting for approval. Unanimous aye.

Mr. Walter noted that the application is the first that the Town has approved and thanked Mr. Simmons for his efforts in overseeing the processing of all the paperwork for Eddie's Autobody Specialists tax incentive application.

B. Blight Ordinance Discussion: This agenda item was tabled.

C. Woel Road Discussion: Mr. Walter recognized Public Works Administrator Lunt who provided background on this issue.

Motion made by Mr. Walter, seconded by Mr. Lyman, to follow Public Works Director Lunt's recommendation to allow the pavement to remain on Woel Road and, further, to follow Attorney Knapp's recommendation that the upkeep of the payment be made a part of the deed for the respective property. Unanimous aye.

D. Scoville Landing Emergency Right of Way: There was a brief discussion regarding this agenda item and the Selectmen agreed to table further discussion at this time.

E. A.P. Gates Road/Warner Road Drainage Discussion: This item was tabled.

F. Amendment of Charge for Municipal Facilities Building Advisory Group: Mr. Walter called the Selectmen's attention to a copy of the revised charge for the Municipal Facilities Building Advisory Group in their meeting packets.

Motion made by Mr. Walter, seconded by Mr. Malavasi, to recommend and adopt the following amendments to the original charge adopted on June 5, 2013 which established a Municipal Facilities Building Advisory Group:

RESOLVED: That a Municipal Facilities Building Advisory Group is hereby established for the purpose of the conceptual design of Municipal Offices, Emergency Services Center and related improvements at the former Nathan Hale-Ray Middle School property. The Advisory Group is charged with creating renderings and the conceptual design of a space that will house all of the Town of East Haddam Departments currently located in the Town Office Building and the River House. Space must also be allocated to include the Board of Education ~~[and East Haddam Youth and Family Services]~~. Additionally, ~~[an Emergency Services Center needs]~~ **space will be needed** to ~~[be designed that will include]~~ **house** Police, ~~[Fire, Ambulance]~~ and Emergency Management. The Advisory Group ~~[is also charged with working with the Board of Selectmen and investigating the feasibility of including other outside agencies such as the Chatham Health District and the Regional Probate Court]~~ **will partner in conjunction with the Emergency Services Committee, if needed.**

Section 1. The Advisory Group shall consist of 5 members and 2 alternates, to be appointed by the Board of Selectmen. The term of office of said members shall continue until the project is approved at referendum and the Advisory Group is discharged, except that any member may resign or be removed by a vote of the Board of Selectmen at any time. Any vacancy on the Advisory Group shall be filled by the Board of Selectmen.

The Advisory Group shall select its own chairman and secretary. This Advisory Group shall answer to the Board of Selectmen and shall make bi-monthly progress reports to the Board of Selectmen.

Section 2. The members of the Advisory Group shall not receive any compensation for their services. Any necessary expenses of the Advisory Group shall be requested through the Board of Selectmen. All records of the Advisory Group shall be filed with the Town Clerk and open to public inspection in accordance with applicable state statutes.

Section 3. The Town of East Haddam Land Use, Facilities and Finance Directors as well as a Board of Education Representative will serve as non-voting members of the Advisory Group.

Section 4. The Advisory Group shall have the following powers and duties:

(a) To consult with the Board of Selectmen and Board of Education and its administrators concerning the conceptual plans and design for said project;

(b) To work with ~~[the Program Management Firm (O&G Industries) and Architectural Firm (Silver Petrucelli and Associates)]~~ **appropriate professional services** to develop and create conceptual drawings and renderings for said project;

(c) To provide to the Board of Selectmen proper estimates of the project cost and a written request for an appropriation equal to the amount estimated necessary to complete said project in a timely and workmanlike manner;

(d) To work with ~~[O&G Industries and Silver Petrucelli]~~ **appropriate professional services** to bring said project to referendum. This will include holding public hearings, working with community groups and meeting with emergency services groups to educate them on the proposed project.

Section 5. Upon completion of successful referendum, the Advisory Group shall make a final report to the Board of Selectmen.

Mr. Malavasi's recommended that the Advisory Group's bi-monthly report to the Selectmen be added as a standing agenda item for the Regular Board of Selectmen's meetings and the Selectmen agreed with his recommendation.

Mr. Blaschik suggested revising item (b & d) in Section 4 to be generic rather than naming specific companies. The Selectmen agreed with his suggestion and Mr. Walter modified his motion accordingly.

Unanimous aye.

- G. Amendment of Charge for Emergency Services Committee: Mr. Walter called the Selectmen's attention to a copy of the revised charge for the Municipal Facilities Building Advisory Group in their meeting packets.

Motion made by Mr. Walter, seconded by Mr. Malavasi, to recommend and adopt the following amendments to the original charge adopted on October 1, 2008 which established an Emergency Services Committee:

RESOLVED: That an Emergency Services Committee of ~~[nine]~~ **eight** members be appointed, effective October 1, 2008 for the purpose of investigation and study of ways in which the operating practices and policies of the Town of East Haddam can be improved with the town's Emergency Services. **The current Town of East Haddam Fire Marshal will serve as a non-voting member of the Emergency Services Committee.** This Committee shall consider, but not be limited to, the following topics:

- Identifying the current EMS provider needs for the Town of East Haddam
 - Review physical housing needs
 - Discuss need for R1 service from Fire Department
- Projecting future EMS system needs for East Haddam
- Examining the current EMS tiered response system and evaluating its effectiveness
- Evaluating current mutual aid agreements and EMS first response coverage in outlying areas of town.
- Developing a 1, 3, and 5 year ~~[EMS]~~ **Emergency Services** plan for the Town of East Haddam
- Evaluate feasibility of volunteer pay
- Investigate the option of the Ambulance Association becoming a town agency similar to the Fire Department
- Identify possible solutions to meet either current shortfalls or future gaps **of emergency services**
- Reach out to outlying towns for advice and review of other structures.

The Committee shall report findings back to the Board of Selectmen, in writing, **quarterly.** ~~[within 60 days focusing on interim solutions to bring the mutual aid rate within the State norm. Subsequently the Committee will continue working toward completing the remaining charge within an additional six months and shall make its recommendations, in writing, for solutions noting the effects on users, volunteers and taxpayers.]~~ **The Committee shall work in conjunction with the Municipal Facilities Building Advisory Group, if needed, to review use of the old middle school property for a possible emergency services center site.**

Unanimous aye.

8. New Business

- A. Clark Gates Road Boundary Dispute: Mr. Walter advised that Mr. Fortier had requested that the question regarding the boundary of his property on Clark Gates Road be revisited. The Selectmen reviewed the history of this issue and agreed that the Board of Selectmen's previous decision on the property boundary should stand.
- B. 20% by 2018: Mr. Malavasi stated that Martha Hansen had brought this item to his attention. The Selectmen reviewed the materials in their meeting packet and agreed to invite representatives from the Green Committee and Mr. Sassi to one of the next Board of Selectmen's meetings to discuss this topic.

- C. Volunteer of the Month (May): Mr. Walter called the Selectmen's attention to Tiffany Quinn's nomination of Colby Height for Volunteer of the Month. Ms. Quinn stated that, *"Colby has faithfully overseen the care of the skateboard park since the day it opened. His concern and care for the upkeep and the reputation of the park users is meticulous. He cares about the park and wants it to be viewed as he sees it – the best in the state!"*

Motion made by Mr. Walter, seconded by Mr. Malavasi, to name Colby Height as volunteer of the month for May 2014. Unanimous aye.

- D. Tax Refunds: Mr. Walter called the Selectmen's attention to one tax refund for an Assessor correction of land calculation.

Motion made by Mr. Walter, seconded by Mr. Lyman, to award a tax refund in the amount as presented.

- \$3,146.18 to Kevin & Melissa Nichols.
Unanimous aye.

9. Public Comment: Mr. Dill provided the Selectmen with a map of a property that the owner would like to donate to the Town. He advised that the parcel is 32 acres, located close to the Senior Center on one side and adjacent to the senior housing complex on another. He noted the property is approximately one-third wetlands. Mr. Dill stated that he is not taking a position on whether or not the Town should accept the property but simply presenting the offer at the request of the land owner. He also noted that he will present the same offer to the Land Trust. Mr. Walter thanked Mr. Dill for the information.

10. Selectmen's Discussion:

- A. Memorial Day Parade (May 26, 2014): Ms. Zemienieski updated the Selectmen on the plans for the Memorial Day Parade.

There was no additional Selectmen's discussion.

11. Adjournment: There being no additional regular business to discuss, a motion was made by Mr. Walter, seconded by Mr. Malavasi, to adjourn the meeting at 8:47 p.m. Unanimous aye.

Respectfully submitted,

Emmett Lyman, Secretary

Recorded