

Board of Selectmen Meeting  
Town Office Annex  
February 6, 2014  
Special Meeting Minutes

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

Also Present: E. Blaschik; S. Mackinnon; William Somers; P. Lacy; C. Mansfield; D. Denette;  
L. Zemienieski

1. First Selectman Walter called the Board of Selectmen's meeting to order at 4:05 p.m. and the attendees said the Pledge of Allegiance.
2. Approval of Agenda: Motion made by Mr. Walter, seconded by Mr. Malavasi, to approve the agenda as written. Unanimous aye.
3. Approval of Minutes: Regular Meeting of January 15, 2014

Motion made by Mr. Walter, seconded by Mr. Lyman, to approve the minutes of the Regular Meeting of January 15, 2014 as written. Unanimous aye.

4. Correspondence:

Mr. Walter shared an email he received from Sharon Wheeler complimenting the Public Works road crew for the courtesy they showed her following the last snow storm. Her email noted, *"I just wanted to send you my compliments on your road crew. Yesterday, after the storm was over and the town plows were doing the final clean up one of your crew made my day! After my driveway had been plowed out, I heard the town plow go by and I went up to the end of my driveway to clear it from left over snow from the plow. I noticed the truck coming back down my street again to make a final sweep by and stepped back to get out of the driver's way. He must have noticed me standing back with my shovel because he slowed down and pulled up to the end of my driveway and pulled the snow away, totally clearing the entrance. If the driver who plowed West Cove Road yesterday is representative of your crew, you have some great people working for you because the guy plowing my street was a true gentleman. After spending the afternoon clearing a path for my dog and cleaning up the areas my plow driver couldn't get to, it was a real treat not to have to shovel the heavy slush at the end of the driveway! Please tell the driver thanks for me – I really appreciated his thoughtfulness!"*

- A. Green Committee Grant Opportunity: Mr. Walter presented an email from the Green Committee requesting permission to apply for a small grant from Kitchen Gardener's International. They noted that the Sow It Forward grant is for a total of \$500 (\$200 cash and \$300 worth of product) and no matching funds are required. This grant would benefit the Food Bank Garden. Mr. Walter noted that they are seeking the appropriate approval from the Board of Finance but wanted the selectmen to be informed as well.

Motion made by Mr. Walter, seconded by Mr. Lyman, to support the Green Committee's grant application to the Kitchen Gardener's International. Unanimous aye.

5. First Selectmen's Report: Mr. Walter reported on the following:

- A. Chatham Health District Community and Environmental Health Reports: Mr. Walter noted that he is sharing these activity reports with the board in order to give them a better idea of what the Chatham Health District does in regard to community and environmental health. He explained that community health relates to items such as emergency preparedness, community transformation grant, community health education, public health nursing and influenza planning and environmental health relates to the work performed by the sanitarians.

Mr. Walter informed the board that the budgets are all just about in and reminded the board they will be having their first review on February 22.

6. Citizen's Concerns: Mr. Lacy spoke that he was at the meeting to observe the procedures of the Board of Selectmen.

7. Unfinished Business:

- A. Tax and Business Incentive Program Application: Mr. Walter advised that we are closer to getting the application for 385 Town Street completed and that Eddie's Auto Body will also be submitting an application. Mr. Lacy asked for a definition of the Tax and Business Incentive Program. Mr. Walter explained the purpose of this ordinance.
- B. Transfer Station Update/Transfer Station Committee: Mr. Walter advised that the final report and recommendations from the Transfer Station sub-committee will be available shortly. He noted that the Town's contract with the Willimantic Waste Paper Co. Inc. expires in June and they will go out to bid for these services. He stated that the commercial haulers have expressed a preference for doing business with the CRRRA facility in Essex and he will work with Public Works Administrator Lunt to research the viability of that facility.
- C. Blight Ordinance Discussion: Mr. Walter presented and read a bulletin from CCM regarding testimony to the task force to examine procedural problems in addressing blight at the municipal level. Their testimony notes that they have great concerns regarding the proposed recommendation to adopt a statewide uniform property maintenance code and the subsequent financial burden that it would place on towns and cities. It further states that this would be an unfunded state mandate.
- D. Wool Road Discussion: Mr. Walter stated that he plans to schedule a field walk to view the road with Public Works Administrator Lunt and Mr. Brownell before he gives his recommendation regarding the disposition of the paving but must wait until the snow clears.

## 8. New Business

- A. Amended Resolution – 2012 STEAP Grant – Waste Water Treatment Plant: Mr. Walter noted that the bid for the renovation to the Waste Water Treatment Plant came in approximately \$25,000 under what we received grant funding for but shortly after the bids were received we were notified by the plant operator that the computer and control system for the plant crashed. The plant is still operating but only in a continuous loop and without the ability to change operations or remote monitoring. The system is tied to the existing operating control units and is considered proprietary equipment. The cost of replacement is \$15,300. There is enough money to cover the cost of replacement from the grant funding and the state will approve this additional work but they require an amended resolution which includes mention of the replacement of the computer system.

Motion made by Mr. Walter, seconded by Mr. Lyman, to adopt the following amended resolution for approval:

RESOLVED: That a grant in an amount of \$99,478 is hereby accepted from the State of Connecticut, Department of Energy and Environmental Protection through the Small Town Economic Assistance Program (STEAP) to rehabilitate, repair and improve the operations of the sewer treatment plant owned and operated by the East Haddam Water Pollution Control Authority upon the terms and conditions set forth in the Personal Service Agreement. This includes but is not limited to conducting structural/mechanical/electrical/plumbing evaluations to determine repair and improvements needed. Corroded and deteriorated items will be repaired or replaced. Selection of the construction material and changes to the ventilation systems will be made to protect the building from similar deterioration. Reconstruction includes the replacement of the plant computer and operating systems.

In furtherance of this resolution, Mark B. Walter, the First Selectman, is duly authorized to enter into and sign said contracts on behalf of the Town of East Haddam. Mark B. Walter currently holds the office of First Selectman and has held that office since November 7, 2007. The First Selectman is further authorized to provide such additional information and execute such other documents as may be required by the local, state or federal government in connection with said contract and to execute any amendments, rescissions, and revisions thereto.

Unanimous aye.

- B. RFP Award – Administrative & Technical Support – Small Cities Grant 2014: Proposals for the subject project were opened on January 29, 2014. One proposal was received from L. Wagner & Associates. Oak Grove is in need of major renovations and will be applying for a Small Cities Grant for funding. This grant must be applied for through the Town on behalf of the East Haddam Senior Housing Corporation. This RFP is a requirement of the Small Cities Grant. L. Wagner & Associates would be preparing the application for the town per Department of Housing's latest requirement for a lump sum fee of \$3,000. Such fee shall be contingent only upon approval of the application by Department of Housing. If the application is not approved by Department of Housing, no

compensation will be required.

The method of payment for fees for services during the project implementation will be negotiated during the contract process should the application be approved by the Department of Housing. If the application is approved all fees to L. Wagner & Associates will be paid for through the grant.

Motion made by Mr. Walter, seconded by Mr. Malavasi, to award the contract for Administrative & Technical Support – Small Cities Grant 2014 to L. Wagner & Associates for the lump sum price of \$3,000.00 for the application process and negotiated fees for services during the project implementation.

Unanimous aye.

- C. RFP Award – Architect and Engineering Services – Center for Community Agriculture: Proposals for the subject project were opened on January 21, 2014. Four proposals were received. A selection committee was formed and they selected two (2) firms for “short-list” interviews. The committee conducted their “short-list” interviews on February 4, 2014 with AE Design Group and Fellner Associates Architects. The selection committee recommends the contract be awarded to Fellner Associates Architects in the amount of \$38,000.00. Mr. Walter explained that the committee selected Fellner Associates Architects because they felt they were much stronger in the predesign phase and that they were more familiar with East Haddam and how things process through boards and commissions.

Mr. Mansfield noted that he was a member of the selection committee and that this was a unanimous vote of the committee. He added that the architect/engineer would also serve as the General Contractor.

Motion made by Mr. Walter, seconded by Mr. Lyman, to award the contract for Architect and Engineering Services – Center for Community Agriculture to Fellner Associates Architects in the amount of \$38,000.00. Unanimous aye.

- D. Scoville Landing Emergency Right of Way Discussion: Mr. Walter called the Selectmen’s attention to a letter received from attorney Bridget Gallagher of Brown Paindiris & Scott, LLP regarding a problem with an emergency right of way on Scoville Landing. Mr. Lyman commented that this subdivision was approved during his tenure on the Planning and Zoning Commission and explained to the board the reasoning for the emergency right of way. Mr. Walter noted that the right of way currently has trees planted in it. The board noted that they will review the documents and probably have to look at the area in order to make a decision on how to proceed.
- E. Board and Commission Changes (AGC): Mr. Walter called the Selectmen’s attention to an application from Jessica Stone to become a member of the Agriculture Commission. He explained that the commission had planned to vote on their recommendation at the last meeting but it was cancelled due to snow. They will be proceeding with their recommendation at the next meeting.

Motion made by Mr. Walter, seconded by Mr. Malavasi, to appoint Jessica Stone to a vacant alternate member term to expire January 1, 2016 on the Agriculture Commission pending a recommendation from the Agriculture Commission. Unanimous aye.

Mr. Walter also noted that Jessica Stone is East Haddam's representative to the Regional Agriculture Commission.

- F. Volunteer of the Month: Mr. Walter called the Selectmen's attention to a Volunteer of the Month recommendation received via email. The email nominates Tracey Gionta as an East Haddam Volunteer of the Month and stated, in part, that *"Tracey as very active in the community; especially on the East Haddam Board of Education. Tracey is the longest standing member of the Board and has served on many subcommittees including - Finance (chair), Long Range Planning Committee (past chair), Curriculum, as the Board's representative to Learn and as a member of the Elementary School Building Advisory Group. Tracey takes the responsibility of a Board member very seriously and dedicates countless hours to this task....her institutional memory, keep financial sense and the desire to do what is best for the community is ever present."*

Motion made by Mr. Walter, seconded by Mr. Lyman, to name Tracey Gionta as volunteer of the month for January 2014. Unanimous aye.

- G. Tax Refunds: Mr. Walter called the Selectmen's attention to two tax refunds.

Motion made by Mr. Walter, seconded by Mr. Malavasi, to award tax refunds in the amounts presented.

- \$100.00 to Toyota Motor Credit Corp. and
- \$ 56.73 to Daniel Gugliotti.

Unanimous aye.

9. Public Comment: Pat Lacy asked if the board members have had the opportunity to review the information he forwarded regarding the National Defense Authorization Act (NDAA) and People Against NDAA (PANDAA). Mr. Lyman and Mr. Malavasi noted that they briefly reviewed the material and Mr. Walter noted that he has not had the opportunity to review it yet.

Angie Jansky asked about the outcome of the Transfer Station Committee recommendation. She noted that she has not paid the fine issued to her company yet. She also explained that the State of Connecticut's definition of bulky waste differs from Willimantic Waste's definition. Mr. Walter responded that he does not want her to pay the fine at this time. He wants to get the definition of bulky waste clarified first. Ms. Jansky noted that was acceptable to her she just did not want to ignore the fine received.

10. Selectmen's Discussion: Mr. Malavasi stated that he had a couple of items to discuss. He asked if the town website could include directions from the New Haven area. Mr. Walter responded that we will work on that with our website company and administrators.

Mr. Malavasi also noted that in his duties as liaison to Youth and Family Services he has taken part in discussions regarding medical marijuana. Given what he has heard he felt the town should look into the possibility of creating an ordinance to deal with dispensary locations for medical marijuana. The board discussed the reasons why the local pharmacies were not dispensing it. Mr. Walter noted that on February 10 he would be attending a forum on "Smart Approaches to Marijuana" at the state capitol.

Mr. Walter and Mr. Lyman discussed the Valley Railroad scenic corridor study which discusses whether there is a need to maintain the railroad for freight, transportation and scenic value. Mr. Lyman presented the Gateway study on this topic and spoke about it in depth. Both Mr. Walter and Mr. Lyman were leaving the Board of Selectmen meeting to attend a meeting in Haddam regarding the scenic corridor study.

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 4:50 p.m. Unanimous aye.

Respectfully submitted,

Emmett Lyman, Secretary

Recorded