

Board of Selectmen Meeting
Grange Hall
October 21, 2015
Regular Meeting Minutes

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

Also Present: E. Blaschik; L. Branscombe; T. Dickinson; D. Dill; E. Dill; J. Dill; R. Dill; J. Moreau; L. Treat-Perry, S. Wheeler; 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. Mr. Walter noted that tonight was the last meeting Mr. Lyman would attend as a Selectman. He invited the attendees to enjoy the refreshments available in Mr. Lyman's honor.

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 October 7, 2015:

Motion made by Mr. Walter seconded by Mr. Lyman to approve the minutes of the Regular Meeting of October 7, 2015 as written. Unanimous aye.

4. Correspondence: Mr. Walter called the Selectmen's attention to a copy of an article about the Town's plan to convert the old Middle School to municipal offices published in the October 2015 issue of Connecticut Town and Country. He noted that, although the article states that the "law allows towns to use 40-year financing" for such projects, the Board of Finance has proposed a 20-year financing plan for the Municipal Offices project.

5. First Selectmen's Report: Mr. Walter called the Selectmen's attention to a draft plan to revamp the What-Not-Corner at the Transfer Station. He reviewed the proposed goals and operational guidelines for the What-Not-Corner and there was a brief discussion about the plan.

Mr. Walter reported that the Fire Department has proposed a modification to their capital plan. He stated that the 2014-2015 budget allotted \$350,000.00 to purchase a new tanker truck but the department can refurbish the current tanker for \$150,000. He advised that they would like to use the remaining \$200,000.00 to purchase a new additional tanker. He stated that the department also recommended updating their capital plan to combine the two planned vehicles into one. He noted that projected reserves would allow them to achieve their plan; however, it would have to be approved at a Town Meeting.

Mr. Malavasi noted that he felt that the plan to refurbish the current tanker and purchase an additional one was a good plan when the budget was originally discussed and he still feels it is a good strategy.

- A. Board of Selectman Proclamation: Mr. Walter read a proclamation regarding Selectman Lyman's service to the Town which noted his eight years of service on the Board of Selectmen and eighteen years on the Planning and Zoning Commission. Mr. Malavasi stated that he had learned a lot from Mr. Lyman during his two-years as a Selectman and thanked him for being so gracious. Mr. Lyman thanked the Selectmen for their kind words.
- B. Shared Services Report – October: Mr. Walter called the Selectmen's attention to a copy of the October 2015 Shared Services Report in their meeting packets. He reviewed the report and noted that the Board of Education had received several high bids for replacing the oil tanks, however, they were rejected because the board believes the work can be accomplished for less \$100,000.00.
- C. Staffing Changes: Mr. Walter noted the following staff changes:
- Richard Toolan is retiring as Public Works Superintendent,
 - Susannah Griffin is leaving her position as Senior Center Program Assistant,
 - Peter Simmons is leaving his position as Economic Development Coordinator,
 - Patricia Puia will replace Ms. Griffin as Senior Center Program Assistant,
 - Russell Gingras was hired as a full-time Police Officer, and
 - Anastasia Wilson has been engaged as a part-time Library intern.

6. Citizen's Concerns:

The following citizen's concerns were expressed:

- In response to a question raised by Ms. Treat-Perry, Mr. Walter stated that the financial advisor advises the Town on bond issuance.
- Ms. Dickinson inquired if the financial advisor's fees were paid up-front or at the end. Mr. Walter stated that he would research the answer to the question and get back to Ms. Dickinson. He stated that he would also provide her with the fee percentage.

Mr. Walter advised that Webster Bank had previously advised the Town on its bond issuances and the current financial advisor was hired after Webster Bank notified the Town it would no longer be offering that service. He stated that approximately one-year ago an RFP was issued for a financial advisor and the Board of Finance made the decision to retain William Lindsay from Independent Bond & Investment Consultants, LLC.

7. Unfinished Business:

- A. Blight Ordinance Discussion: There was no update on this agenda item.
- B. Emergency Communications Center Contract for Municipal Services Discussion: Mr. Walter reported that he had verbally advised KX of the Town's decision to switch its 911

service to Valley Shore. He stated that Valley Shore has agreed to honor its previous quote of \$79,200.00 for the period of July 1, 2016 through June 30, 2017 and has drafted an Agreement between Valley Shore Emergency Communication Inc. and the Town of East Haddam for the first year plus two automatic renewal periods and fourth year negotiation option, a copy of which was in the Selectmen's meeting packets. He noted that the Town's Emergency Communications Committee will review the agreement.

Motion made by Mr. Lyman, seconded by Mr. Malavasi, to authorize First Selectman Walter to sign an Agreement between Valley Shore Emergency Communications Inc. and the Town of East Haddam, contingent upon the Emergency Communications Committee's review and approval of the document. It was questioned whether this Agreement was a multi-year contract and if so it would have to be approved by the Board of Finance and a Town Meeting. Mr. Walter noted that if it was determined to be a multi-year contract it would be approved by the Board of Finance and Town Meeting prior to signing. Unanimous aye.

- C. Trowbridge Road/Middle School Property Discussion: There was no update on this agenda item.
- D. 2013 STEAP Grant Post Referendum Discussion: Mr. Walter reported that the total amount expended on the Center for Community Agriculture and the October 1 referendum on the related STEAP grant is \$62,132.00. He advised that the Board of Finance did not recommend an across the board budget cut to fund the expense. He suggested the Selectmen meet and review the 2015-2016 budget to identify which budget lines could be cut to cover the expense. The Selectmen agreed with his recommendation.

8. New Business:

- A. Beer and Wine Service – Grange Hall (Land Trust): Mr. Walter called the Selectmen's attention to a copy of an email in their meeting packets from Pete Govert, dated, September 11, 2015, requesting approval to serve beer and wine at the Grange Hall at a Land Trust event.

Motion made by Mr. Walter, seconded by Mr. Lyman, to approve beer and wine event at the Grange Hall for the "Land Trust Thank You Event" on November 8, 2015.
Unanimous aye.

- B. Board/Commission/Committee Changes (BOFC, ESRBC, MOBC): The Selectmen considered several Commission and Committee memberships.

Board of Fire Commissioners

Mr. Walter called the Selectmen's attention to a letter from Michael Pear, Chairman of the Board of Fire Commissioners, noting a recommendation for appointment to the Commission.

Motion made by Mr. Walter, seconded by Mr. Lyman, to appoint Bruce Dutch to fill a vacancy with a term to expire January 1, 2017 as a member of the Board of Fire Commissioners. Unanimous aye.

Mr. Walter noted that that when Mr. Dutch's term expires on January 1, 2017, he would need to be reappointed for a full three-year term should he and the Board of Fire Commissioners wish to continue his involvement.

Elementary School Renovation Building Committee

Mr. Walter noted that six applicants were appointed as regular members to this committee at the last Board of Selectmen's meeting which left one regular and two alternate positions available. He advised that an application for a position on the Committee was received this week.

Motion made by Mr. Walter, seconded by Mr. Malavasi, to appoint Elisa Bannon as a regular member of the Elementary School Renovation Building Committee until the completion of the project. Unanimous aye.

Municipal Office Building Committee

Mr. Walter called the Selectmen's attention to a copy of the minutes of the October 8, 2015, Municipal Office Building Committee in their meeting packets recommending alternate and regular member changes.

Motion made by Mr. Walter, seconded by Mr. Lyman, change the status of Karan Conover from regular member to alternate member and change the status of Erik Dill from alternate member to regular member on the Municipal Office Building Committee. Unanimous aye.

C. Tax Refunds: Mr. Walter called the Selectmen's attention to one tax refund.

Motion made by Mr. Walter, seconded by Mr. Malavasi, to award tax refunds in the amount \$278.09 to Toyota Motor Credit Corp. Unanimous aye.

9. Public Comment: The following public comments were discussed at the meeting:

- In response to a question raised by Mr. Dill, Mr. Walter advised that the Board of Finance is not bound to accept the Selectmen's recommendations on budget cuts to cover the funds expended on the Center for Community Agriculture and the October 1 referendum on rescinding the related STEAP grant.

There was a brief general discussion regarding the possibility of a tax surcharge; however, Mr. Walter and Tax Collector Dill agreed it would be almost impossible to impose such a charge.

- In response to a question raised by Ms. Dickinson, Ms. Zemienieski advised that Valley Shore's Agreement contains a clause for terminating the contract with 180 days written notice.
- In response to Ms. Dill's comment that most contracts provide a much shorter notice period, Mr. Walter noted the complex nature of 911 communications and noted that the Town has been working on its current plan to switch providers for over a year.

10. Selectmen's Discussion: In response to a question from Mr. Lyman, Mr. Walter advised that the Town is waiting to receive the architect's drawings for the Bone Mill Bridge. He stated that when the drawings are completed, the Town can go out to bid for the construction project.

11. Adjournment: There being no additional business to discuss, a motion was made by Mr. Walter, seconded by Mr. Lyman, to adjourn the meeting at 7:45 p.m. Unanimous aye.

Recorded

Respectfully submitted,

Emmett Lyman, Secretary