

Board of Selectmen Meeting  
Grange Hall  
November 4, 2015  
Regular Meeting Minutes

Selectmen Present: M. Walter; S. Link; E. Malavasi

Also Present: E. Blaschik; L. Branscombe; D. Dill; E. Dill; J. Dill; R. Dill; G. Guidi; K. Guidi; J. Moreau; L. Treat-Perry, P. Tripputti; S. Wheeler; L. Zemienieski

1. First Selectman Walter called the Board of Selectmen's meeting to order at 7:01 p.m. and the attendees said the Pledge of Allegiance. Mr. Walter congratulated Ms. Link and Mr. Malavasi on the election results.
2. Approval of Agenda: Mr. Walter noted that Agenda Item 10.A. needs to be changed to 2016 Board of Selectmen Meetings, rather than 2015. Motion made by Mr. Walter, seconded by Mr. Malavasi, to approve the agenda as amended. Unanimous aye.
3. Approval of Minutes: Regular Meeting of October 21, 2015.

Motion made by Mr. Walter, seconded by Mr. Malavasi, to approve the minutes of the Regular Meeting of October 21, 2015 as written. Ms. Link abstained from the vote and the motion passed by a majority of ayes.

4. Correspondence: Mr. Walter called the Selectmen's attention to a copy of an email in their meeting packets from Patrick Murray, dated October 26, 2015. Mr. Walter read Mr. Murray's email thanking him and his staff for their help with the 16<sup>th</sup> annual muster at the Grange.
5. First Selectmen's Report: Mr. Walter reported that the Town's 2008 series bonds, issued to finance a portion of the new Middle School, had been refinanced with a lower interest rate resulting in a projected cumulative net cash flow savings of \$685,893.00. Mr. Walter advised Ms. Treat-Perry that he would get the information she had requested at the October 21<sup>st</sup> meeting to her the next day.

- A. Appointment of Secretary: The Selectmen discussed the appointment of a Secretary for the Board.

Motion made by Mr. Walter, seconded by Mr. Malavasi, to appoint Susan Link as Secretary of the Board of Selectmen. Ms. Link abstained from the vote and the motion passed by a majority of ayes.

- B. Liaison Appointments: The Selectmen reviewed the list of liaison appointments for the previous Board of Selectmen. Mr. Malavasi stated he would like to continue to be the liaison for Youth & Family Services, the Local Prevention Council, and Technology. He further stated he would also be willing to be the liaison for the Land Use Commissions.

The Selectmen agreed to consider the liaison opportunities and make their final decisions at their next regular meeting.

- C. Legal Notice Discussion: Mr. Walter asked Ms. Zemienieski to walk the Selectmen through her research regarding posting legal notices in the East Haddam Newspaper. Ms. Zemienieski reported that there is an opportunity for significant savings by posting the Town's legal notices in the local newspaper; however, since it is a weekly publication, she has a few concerns about timing. She provided some examples where timing could be a problem but stated the Town could still use the Hartford Courant in those instances and that all notices would continue to be posted on the Town's website. She further noted that all bids, RFPs, RFQs, and employment ads would be posted in communication vehicles with more applicable criteria and/or broader distribution.

Ms. Zemienieski advised that there was no need to make any changes to the related ordinance to post legal notices in the East Haddam Newspaper. She stated that Mr. Ventres will make a presentation to the Land Use Commissions regarding the proposal.

6. Citizen's Concerns:

The following citizen's concerns were expressed:

- Mr. R. Dill stated that he supports the idea of posting the Town's legal notices in the East Haddam Newspaper.
- Mr. Blaschik expressed concern about the potential delay of publishing the Planning & Zoning Commission's legal notices in a weekly publication.
- In response to a question raised by Ms. J. Dill, Mr. Walter stated that the towns annually raise the issue of changing the State's statutory requirements for posting legal notices in newspapers to accepting web postings as sufficient notice; however, the newspaper lobbyists have always been successful in overriding their efforts.

7. Unfinished Business:

- A. Blight Ordinance Discussion: This agenda item was tabled.
- B. Emergency Communications Center Contract for Municipal Services Discussion: Mr. Walter reported that Attorney Roberts had reviewed and commented on the Valley Shore contract. He stated that they are making good progress and that he expects to have a final Letter of Intent from Valley Shore at the next Board of Selectmen's meeting.
- C. Trowbridge Road/Middle School Property Discussion: Mr. Walter reported that the Town had received the appraisals for the two properties. He stated that he had not had time to completely review the appraisals but noted that the properties were both appraised at \$15,000.00 apiece. He provided Ms. Link with a summary of the history of this

agenda item.

Motion made by Mr. Walter, seconded by Mr. Malavasi, to move this item to the Board of Finance. Unanimous aye.

Ms. Zemienieski stated she would ask the Town's attorney to prepare a resolution for the exchange of the properties.

- D. 2013 STEAP Grant Post Referendum Discussion: The Selectmen reviewed materials in their meeting packets identifying possible areas in the budget which could help offset the cost of the work done at the Harris Property and the cost of the referendum on rescinding the STEAP grant for the Ag project. In response to a question raised by Mr. Malavasi, Mr. Walter stated that the Zoning Enforcement Officer and the Economic Development Coordinators are the only open positions that currently exist. He noted that he had met with all of the Town's department heads and asked them to provide him with ideas of where their budgets could be cut to help cover the unexpected expense.

Ms. Link noted that Scott Jackson had responded to Ms. Ziobron's letter requesting the grant be repurposed and advised that the only grants currently available are for inter-municipal projects.

- E. Fire Apparatus – Tanker Truck Purchase Discussion: In response to a question from Mr. Walter, Ms. Zemienieski stated that she would add this item to the Town Meeting call she is preparing. She also advised that she had informed Chief Auld that the project will have to go out to bid.

## 8. New Business:

- A. Bid Award – Winter Sand for Snow and Ice Control: Mr. Walter called the Selectmen's attention to a copy of a memo in their meeting packets from Public Works Administrator Lunt, dated November 2, 2015. Ms. Lunt's memo noted that seven bids were received for sand for this winter's snow and ice control. The memo stated that James Carlson Excavating, a local contractor, was within 10% of the low bid and agreed to match that bid. Consequently, Ms. Lunt recommended awarding the bid to Carlson Excavating pending testing on the sand.

Motion made by Mr. Walter, seconded by Ms. Link, to award the bid for the purchase of Sand for Snow and Ice Control to James Carlson Excavating in the amount of \$15.00/cubic yard and to further authorize the Public Works Department to order sand from the next low bidder, Baldi Stone & Gravel, in the amount of \$15.00/cubic yard if, for any reason, James Carlson Excavating was unable to fulfill the bid requirements. Both awards are subject to documentation that the sand is in compliance with the Town's specifications and that the insurance requirements for the award are satisfied. Unanimous aye.

- B. Fee Schedule for Contracted Snow Plowing: Mr. Walter called the Selectmen's attention

to a copy of a memo in their meeting packets from Public Works Administrator Lunt, dated November 2, 2015. He noted that Ms. Lunt's memo presented a summary of fees she had received for snow plowing and her recommendation of snow plowing prices for the winter.

Motion made by Mr. Walter, seconded by Ms. Link, to accept the recommendation of the Public Works Administrator and set the snow plowing rates as follows: between 10,000 and 25,999 GVW with sander \$140.00 per hour. Unanimous aye.

- C. Replacement of Bridge No. 02506 Route 82 Over Hemlock Valley Brook - Property Acquisition: Mr. Walter reported that the State will be replacing the bridge over Hemlock Valley Brook on Route 82 and requires construction and slope easements on property known as the Valenti Property (Rose Farm) to stage equipment. He noted that the property, which is owned by the Town, was purchased using bonds but no DEEP funds were used for the acquisition. He advised that the Town Attorney and its Bond Attorney have reviewed the request and found no problems with it. He stated the Planning and Zoning Commission will do an 8-24 review at its next meeting.

Mr. Walter advised that the State will pay \$500 for the construction and slope easements on the property and at the completion of the project the construction easement will expire but the slope easement will remain. He stated that if the Town refuses, the State will take the property by eminent domain. In response to a question from Mr. Malavasi, Mr. Walter advised that the State will repair any damage to the property before they return it to the Town but they will not re-grade it to its original slope.

- D. Tax Refunds: There were no tax refunds for consideration at the meeting.

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

- In response to a question raised from Ms. Branscombe, Mr. Walter advised that he will verify if the Town has notified the State in writing that it will not be accepting the STEAP grant awarded for Center for Community Agriculture. Mr. Malavasi stated he agrees that the process should be formalized in writing.

The Selectmen discussed the possibility that the Agriculture Commission might have funds in its budget to pay for some of the improvements to the Harris Property and Mr. Walter agreed to speak with them.

- In response to a question raised by Mr. Dill, Mr. Walter advised that the property owner on Trowbridge Road had initiated discussions about the property exchange. Mr. Dill suggested the Town request the owner to share the cost of the appraisals and Mr. Walter stated he would consider that option.
- Ms. D. Dill suggested that, if the new Facilities Director was hired at a lower pay rate than the previous Director, the savings could be used to offset the expense of the improvements to the Harris property.

- In response to a question from Ms. Treat-Perry, Mr. Walter advised that the Town is pursuing a STEAP grant for upgrades to the Transfer Station which is out of compliance with current DEEP regulations. He further stated that he plans to meet with the local haulers to solicit their input on improvements they would like to see.

#### 10. Selectmen's Discussion:

- A. 2016 Board of Selectmen Meetings: Mr. Walter called the Selectmen's attention to the 2016 Schedule of regular Board of Selectmen Meetings. He asked the Selectmen to review the list and let him know at their next meeting if they have any conflicts.
- B. Freedom of Information Workshop (November 30, 2015 @ 7:00 pm – Grange Hall): Mr. Walter called the Selectmen's attention to a notice in their meeting packets regarding this Workshop. He stated that Mr. Thomas Hennick, Public Information Officer, conducts the workshops regularly and that the public is welcome to attend.

Mr. Walter advised that the Garden Club is hosting a dedication of the Blue Star Memorial Marker at the Town Meeting Hall on Saturday, November 7<sup>th</sup>, at 1:00 p.m.

Mr. Malavasi noted that, during the campaign, the candidates for First Selectmen had talked about providing video access to the Board of Selectmen meetings. There was a brief discussion about the possibility of doing so and Mr. Walter noted that the new Municipal Offices will be wired for video access. He agreed to talk with Superintendent Reas about the possibility of the High School's audio/visual club making video recordings of the meetings in the meantime.

Ms. Zemienieski confirmed that the audio recordings of the Selectmen's regular meetings are kept on file and she can download copies of specific meetings to disk upon request.

11. Adjournment: There being no additional business to discuss, a motion was made by Mr. Walter, seconded by Mr. Malavasi, to adjourn the meeting at 8:10 p.m. Unanimous aye.

Recorded

Respectfully submitted,

Susan Link, Secretary