

Special Town Meeting
July 14, 2015.

Bradley Parker called the Special Town Meeting to order at 8:00 pm at the Town Meeting Hall, 492 Town Street, East Haddam. Approximately twenty (20) people were in attendance. The Pledge of Allegiance was recited.

Edward Blaschik motioned to nominate Brad Parker as Moderator. Mark Walter seconded the motion. Additional nominations were solicited, none were offered. Mr. Blaschik motioned to close nominations, Mr. Walter seconded the motion. The motion closing nominations carried unanimously via voice vote. Mr. Parker called for a vote appointing the Moderator, the motion carried unanimously via voice vote.

Moderator Parker briefly defined the rules of conduct and presented the call of the meeting. Emmett Lyman motioned to accept the call as presented. Bruce Dutch seconded the motion. The motion accepting the call as presented carried unanimously via voice vote.

Item #1: Mr. Walter motioned, Mr. Dutch provided the second that the legislative body herein assembled accept the following resolution:

RESOLVED: That an East Haddam Schools Capital Improvements Building Committee charge is hereby amended for the purpose of the completion of the following projects:

- Electrical upgrade at the Elementary and Middle Schools;
- Roof replacement at the Middle School;
- Asbestos tile removal/tile replacement in the Elementary School;
- Asbestos tile removal/tile replacement in the Middle School;
- Boiler Replacement/Asbestos Removal at the Middle School;
- Window Replacement at the Middle School;
- Roof replacement at the Elementary School;
- Fire Alarm System at the Elementary School;
- Chimney Replacement at the High School;
- Roof Replacement at the High School; ~~and~~
- Water Supply System Replacement at the Elementary School;
- Asbestos ceiling tile removal/tile replacement in the Elementary School; and
- Underground oil storage tank replacement at the Elementary School.

Opportunity for discussion was offered, none was held.

The Moderator called for a vote amending the charge of the East Haddam Schools Capital Improvements building Committee carried unanimously via voice vote.

Item #2: Mr. Dutch motioned, Mr. Lyman seconded that the legislative body herein assembled consider and act upon the following resolution:

RESOLVED: That an Elementary School Renovation Building Committee is hereby established for the purpose of the design and construction of improvements at the East Haddam Elementary School to include (i) the replacement, repair and renovation of roofs and the installation of a new drainage system, (ii) the replacement and installation of boilers and associated equipment, (iii) the remediation and removal of asbestos and PBCs in the roof and boiler areas, (iv) the pavement resurfacing, sealing and repair of the parking lots.

Section 1. The Committee shall consist of 7 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 complete and accepted by the town and the committee 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 Committee shall be filled by the Board of Selectmen. The Committee shall select its own chairman, vice chairman, secretary and treasurer. This committee shall answer to the Board of Selectmen and shall make quarterly progress reports to the Board of Selectmen.

Section 2. The members of the Committee shall not receive any compensation for their services. The necessary expenses of the committee shall be included in the estimated project cost and any appropriation to be requested by the Committee from the Town. All records of the Committee 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 Administrator, Facilities and Finance Directors as well as a Board of Education Representative will serve as advisory staff to the committee.

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

(a) To consult with the Board of Education and its administrators concerning the plans for said project and its construction and the schedule therefore;

(b) To develop schematic drawings and outline specifications for the project and to review and approve all plans for said project, and to supervise and/or provide for the proper supervision of the project in the Town's best interest;

(c) To assist in the application for any grants that may be available to the Town for said project, and provide or execute any necessary documentation for such a grant application;

(d) Within the approved appropriation of \$2,707,000, and subject to the limits thereof, to contract with architects, engineers, contractors and others in the name and on behalf of the town to design, build and complete the project, and approve all design and construction expenditures for the project.

Section 5. Upon completion of the school building project, the Committee shall make a complete report and accounting to the Board of Selectmen.

Opportunity for discussion was offered. In response to a question raised by Mr. Blaschik regarding Section 1 of the charge, Mr. Parker advised that there is no statute that addresses the removal of volunteer members from municipal commissions/committees. He noted that the language in the charge is standard language and that a member would not be removed without just cause.

Responsive to a question from Mr. Dill concerning Section 3 of the charge, Mr. Walter stated that the listed advisory staff will be available to the members of the committee to answer questions and provide input. Mr. Dill recommended including the person responsible for the maintenance of the elementary school to the advisory staff. Mr. Parker advised that all Board of Education and town employees will be available to provide input at the committee's request.

There being no further discussion, the Moderator called for a vote on the motion on the floor. The motion establishing an Elementary School Renovation Building Committee as discussed above carried unanimously via voice vote.

Item #3. Mr. Lyman motioned, Mr. Malavasi seconded that the legislative body herein assembled consider and act upon the following resolution:

RESOLVED: That a Municipal Office Building Committee is hereby established for the purpose of the design and construction of Municipal Offices. The committee is charged with (1) the planning, design, demolition, renovation, repair and reconstruction of the former Nathan Hale-Ray Middle School building located at 1 Plains Road, Moodus, Connecticut, which shall include, without limitation, (i) the demolition of approximately 18,300 square feet constituting the Ray portion of the building, (ii) the renovation, repair, fit-out and conversion of classrooms, offices, conference rooms, public areas, lavatories, and storage space and other support areas located within the Nathan Hale portion of the building, including renovations to gymnasium space to be used by the Town's Parks and Recreation Department and as a polling location, (iii) the installation of a vault for the Town Clerk's office, (iv) code compliance work, including handicapped accessibility code improvements, (v) hazardous material and asbestos abatement, (vi) the renovation and/or conversion of interior spaces, the making of exterior façade improvements, the restoration of the exterior shell of the building, masonry restoration, and the installation of new windows, doors and roofing systems, (vii) room, wall and floor construction and renovations, and (viii) electrical, mechanical, plumbing, lighting, HVAC system and other building system improvements; (2) the construction of a free standing garage to house police and municipal vehicles and equipment; (3) the purchase of furniture, fixtures, equipment, IT infrastructure, and other materials for the foregoing project; (4) site improvements, including parking, lighting, regrading and improved site lines; (5) the pavement, resurfacing, sealing and repair or replacement of the existing tennis courts; (6) the preparation and printing of bid documents, cost estimate reports, traffic and other studies, environmental reports, informational materials and other preliminary materials, studies and reports related to the project; and (7) design, demolition, construction, site work, permit fees, engineering, construction management, architectural, insurance, testing and inspections, legal, administration, temporary and permanent financing, costs of issuance, printing, capitalized interest and any other costs and expenses related to the project.

Section 1. The Committee shall consist of 7 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 complete and accepted by the town and the committee 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 Committee shall be filled by the Board of Selectmen. The Committee shall select its own chairman, vice chairman, secretary and treasurer. This committee shall answer to the Board of Selectmen and shall make quarterly progress reports to the Board of Selectmen.

Section 2. The members of the Committee shall not receive any compensation for their services. The necessary expenses of the committee shall be included in the estimated project cost and any appropriation to be requested by the Committee from the Town. All records of the Committee 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 Administrator, Facilities, Finance and Recreation Directors as well as a Board of Education Representative will serve as advisory staff to the committee.

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

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

(b) To develop required drawings and outline specifications for the project and to review and approve all plans for said project, and to supervise and/or provide for the proper supervision of the project in the Town's best interest;

(c) To assist in the application and filing for any grants or federal loan that may be available to the Town for said project, and provide or execute any necessary documentation for such a grant or loans;

(d) To contract with architects, engineers, contractors and others in the name of and on behalf of the town to design, build and complete the project, and approve all design and construction expenditures for the project up to the appropriated amount of \$15,000,000.

Section 5. Upon completion of the municipal office building project, the Committee shall make a complete report and accounting to the Board of Selectmen.

Opportunity for discussion was offered.

Ms. Branscombe and Mr. Blaschik objected to language in Section 1 of the charge regarding removal of committee members by the Board of Selectmen "at any time." In response to a question raised by Mr. Shea, Mr. Parker stated that the determination to remove a committee member will be made by the Board of Selectmen. In response to a question raised by Ms. Stuhlman, Mr. Walter advised that there is no defining list of 'just cause' reasons: Mr. Parker noted that "just cause' is a common term frequently used in contracts and legal documents. Mr. Blaschik motioned to replace the words "at any time", in section 1 of the charge with "for just cause". Mr. Walter provided a second. The motion amending the wording of the call carried unanimously. There being no further discussion, the Moderator called for a vote on the resolution restated with the amended wording.

RESOLVED: That a Municipal Office Building Committee is hereby established for the purpose of the design and construction of Municipal Offices. The committee is charged with (1) the planning, design, demolition, renovation, repair and reconstruction of the former Nathan Hale-Ray Middle School building located at 1 Plains Road, Moodus, Connecticut, which shall include, without limitation, (i) the demolition of approximately 18,300 square feet constituting the Ray portion of the building, (ii) the renovation, repair, fit-out and conversion of classrooms, offices, conference rooms, public areas, lavatories, and storage space and other support areas located within the Nathan Hale portion of the building, including renovations to gymnasium space to be used by the Town's Parks and Recreation Department and as a polling location, (iii) the installation of a vault for the Town Clerk's office, (iv) code compliance work, including handicapped accessibility code improvements, (v) hazardous material and asbestos abatement, (vi) the renovation and/or conversion of interior spaces, the making of exterior façade improvements, the restoration of the exterior shell of the building, masonry restoration, and the installation of new windows, doors and roofing systems, (vii) room, wall and floor construction and renovations, and (viii) electrical, mechanical, plumbing, lighting, HVAC system and other building system improvements; (2) the construction of a free standing garage to house police and municipal vehicles and equipment; (3) the purchase of furniture, fixtures, equipment, IT infrastructure, and other materials for the foregoing project; (4) site improvements, including parking, lighting, regrading and improved site lines; (5) the pavement, resurfacing, sealing and repair or replacement of the existing tennis courts; (6) the preparation and printing of bid documents, cost estimate reports, traffic and other studies, environmental reports, informational materials and other preliminary materials, studies and reports related to the project; and (7) design, demolition, construction, site work, permit fees, engineering, construction management, architectural, insurance, testing and inspections, legal, administration, temporary and permanent financing, costs of issuance, printing, capitalized interest and any other costs and expenses related to the project.

Section 1. The Committee shall consist of 7 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 complete and accepted by the town and the committee is discharged, except that any member may resign or be removed by a vote of the Board of Selectmen for just cause. Any vacancy on the Committee shall be filled by the Board of Selectmen. The Committee shall select its own chairman, vice chairman, secretary and treasurer. This committee shall answer to the Board of Selectmen and shall make quarterly progress reports to the Board of Selectmen.

Section 2. The members of the Committee shall not receive any compensation for their services. The necessary expenses of the committee shall be included in the estimated project cost and any appropriation to be requested by the Committee from the Town. All records of the Committee 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 Administrator, Facilities, Finance and Recreation Directors as well as a Board of Education Representative will serve as advisory staff to the committee.

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

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

(b) To develop required drawings and outline specifications for the project and to review and approve all plans for said project, and to supervise and/or provide for the proper supervision of the project in the Town's best interest;

(c) To assist in the application and filing for any grants or federal loan that may be available to the Town for said project, and provide or execute any necessary documentation for such a grant or loans;

(d) To contract with architects, engineers, contractors and others in the name of and on behalf of the town to design, build and complete the project, and approve all design and construction expenditures for the project up to the appropriated amount of \$15,000,000.

Section 5. Upon completion of the municipal office building project, the Committee shall make a complete report and accounting to the Board of Selectmen.

The motion carried unanimously via voice.

Item #4. Mr. Malavasi motioned, Mr. Lyman provided the second that the legislative body herein assembled accept the following resolution:

RESOLVED: That a Town Wide Radio System Building Committee is hereby established for the purpose of the design and construction related to a town-wide radio system for use by first responders, emergency personnel and municipal officials, including the construction of communications towers and the purchase and installation of antennas, cable and other equipment at various tower sites to be determined.

Section 1. The Committee shall consist of 9 members, to be appointed by the Board of Selectmen. The term of office of said members shall continue until the project is complete and accepted by the town and the committee 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 Committee shall be filled by the Board of Selectmen. The Committee shall select its own chairman, vice chairman, secretary and treasurer. This committee shall answer to the Board of Selectmen and shall make quarterly progress reports to the Board of Selectmen.

Section 2. The members of the Committee shall not receive any compensation for their services. The necessary expenses of the committee shall be included in the estimated project cost and any appropriation to be requested by the Committee from the Town. All records of the Committee 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 Administrator and Facilities and Finance Directors will serve as advisory staff to the committee.

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

(a) To consult with any and all town departments or agencies that will be users of the system concerning the plans for said project and its construction and the schedule therefore;

(b) To develop specifications for the project and to review and approve all specifications for said project, and to supervise and/or provide for the proper supervision of the project in the Town's best interest;

(c) To assist in the application for any grants that may be available to the Town for said project, and provide or execute any necessary documentation for such a grant application;

(d) The committee will be responsible for design and construction costs, equipment, materials, architects' fees, engineering fees, permit fees, legal fees, capitalized interest, temporary and permanent financing costs, costs of issuance, printing and any other costs and expenses related to the project.

(e) Within the approved appropriation of \$2,100,000, and subject to the limits thereof, to contract with design architects, engineers, contractors, tower site owners and others in the name and on behalf of the town to design, build and complete the project, and approve all design and construction expenditures for the project.

Section 5. Upon completion of the town wide radio system building project, the Committee shall make a complete report and accounting to the Board of Selectmen.

Opportunity for discussion was offered. Mr. Blaschik motioned to replace the words "at any time", in Section 1 of the charge, with "for just cause". Mr. Walter seconded the motion. The Moderator called for a vote on the amendment. The amendment carried unanimously.

There being no further discussion, the Moderator called for a vote on the resolution restated with the amended wording.

RESOLVED: That a Town Wide Radio System Building Committee is hereby established for the purpose of the design and construction related to a town-wide radio system for use by first responders, emergency personnel and municipal officials, including the construction of communications towers and the purchase and installation of antennas, cable and other equipment at various tower sites to be determined.

Section 1. The Committee shall consist of 9 members, to be appointed by the Board of Selectmen. The term of office of said members shall continue until the project is complete and accepted by the town and the committee is discharged, except that any member may resign or be removed by a vote of the Board of Selectmen for just cause. Any vacancy on the Committee shall be filled by the Board of Selectmen. The Committee shall select its own chairman, vice chairman, secretary and treasurer. This committee shall answer to the Board of Selectmen and shall make quarterly progress reports to the Board of Selectmen.

Section 2. The members of the Committee shall not receive any compensation for their services. The necessary expenses of the committee shall be included in the estimated project cost and any appropriation to be requested by the Committee from the Town. All records of the Committee 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 Administrator and Facilities and Finance Directors will serve as advisory staff to the committee.

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

(a) To consult with any and all town departments or agencies that will be users of the system concerning the plans for said project and its construction and the schedule therefore;

(b) To develop specifications for the project and to review and approve all specifications for said project, and to supervise and/or provide for the proper supervision of the project in the Town's best interest;

(c) To assist in the application for any grants that may be available to the Town for said project, and provide or execute any necessary documentation for such a grant application;

(d) The committee will be responsible for design and construction costs, equipment, materials, architects' fees, engineering fees, permit fees, legal fees, capitalized interest, temporary and permanent financing costs, costs of issuance, printing and any other costs and expenses related to the project.

(e) Within the approved appropriation of \$2,100,000, and subject to the limits thereof, to contract with design architects, engineers, contractors, tower site owners and others in the name and on behalf of the town to design, build and complete the project, and approve all design and construction expenditures for the

project.

Section 5. Upon completion of the town wide radio system building project, the Committee shall make a complete report and accounting to the Board of Selectmen. The motion carried unanimously.

Item #5. Mr. Lyman motioned, Mr. Dutch provided the second that the legislative body herein assembled accept the following resolution:

RESOLVED: That a Town Street and Moodus Firehouse Renovation Building Committee is hereby established for the purpose of improvements to the Town Street Firehouse (Company No. 1) and the Moodus Firehouse (Company No. 2), including, without limitation, the costs of (i) the repair, renovation and upgrade of kitchens, bathrooms and other areas and the installation of fire exit additions at both firehouses, (ii) certain structural repairs at both firehouses, (iii) the installation of vehicle exhaust systems at both firehouses, (iv) the pavement resurfacing, sealing and repair of the parking lot at the Moodus Firehouse, (v) the construction of an additional drive through bay for emergency vehicles at the Moodus Firehouse.

Section 1. The Committee shall consist of 7 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 complete and accepted by the town and the committee 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 Committee shall be filled by the Board of Selectmen. The Committee shall select its own chairman, vice chairman, secretary and treasurer. This committee shall answer to the Board of Selectmen and shall make quarterly progress reports to the Board of Selectmen.

Section 2. The members of the Committee shall not receive any compensation for their services. The necessary expenses of the committee shall be included in the estimated project cost and any appropriation to be requested by the Committee from the Town. All records of the Committee 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 Administrator and Facilities and Finance Directors will serve as advisory staff to the committee.

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

(a) To consult with the Fire Department, Ambulance Association, Office of the Fire Marshall, Emergency Management and its administrators concerning the plans for said project and its construction and the schedule therefore;

(b) To develop schematic drawings and outline specifications for the project and to review and approve all plans for said project, and to supervise and/or provide for the proper supervision of the project in the Town's best interest;

(c) To assist in the application for any grants that may be available to the Town for said project, and provide or execute any necessary documentation for such a grant application;

(d) Within the approved appropriation of \$508,000, and subject to the limits thereof, to contract with architects, engineers, contractors and others in the name and on behalf of the town to design, build and complete the project, and approve all design and construction expenditures for the project.

Section 5. Upon completion of the Town Street and Moodus Firehouses Renovation building project, the Committee shall make a complete report and accounting to the Board of Selectmen.

Again, Mr. Blaschik motioned to replace the words "at any time", in Section 1 of the charge, to "for just cause. Mr. Walter provided the second. The amendment carried unanimously via voice vote.

There being no further discussion, the Moderator called for a vote on the resolution restated with the amended wording.

RESOLVED: That a Town Street and Moodus Firehouse Renovation Building Committee is hereby established for the purpose of improvements to the Town Street Firehouse (Company No. 1) and the Moodus Firehouse (Company No. 2), including, without limitation, the costs of (i) the repair, renovation and upgrade of kitchens, bathrooms and other areas and the installation of fire exit additions at both firehouses, (ii) certain structural repairs at both firehouses, (iii) the installation of vehicle exhaust systems at both firehouses, (iv) the pavement resurfacing, sealing and repair of the parking lot at the Moodus Firehouse, (v) the construction of an additional drive through bay for emergency vehicles at the Moodus Firehouse.

Section 1. The Committee shall consist of 7 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 complete and accepted by the town and the committee is discharged, except that any member may resign or be removed by a vote of the Board of Selectmen for just cause. Any vacancy on the Committee shall be filled by the Board of Selectmen. The Committee shall select its own chairman, vice chairman, secretary and treasurer. This committee shall answer to the Board of Selectmen and shall make quarterly progress reports to the Board of Selectmen.

Section 2. The members of the Committee shall not receive any compensation for their services. The necessary expenses of the committee shall be included in the estimated project cost and any appropriation to be requested by the Committee from the Town. All records of the Committee 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 Administrator and Facilities and Finance Directors will serve as advisory staff to the committee.

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

(a) To consult with the Fire Department, Ambulance Association, Office of the Fire Marshall, Emergency Management and its administrators concerning the plans for said project and its construction and the schedule therefore;

(b) To develop schematic drawings and outline specifications for the project and to review and approve all plans for said project, and to supervise and/or provide for the proper supervision of the project in the Town's best interest;

(c) To assist in the application for any grants that may be available to the Town for said project, and provide or execute any necessary documentation for such a grant application;

(d) Within the approved appropriation of \$508,000, and subject to the limits thereof, to contract with architects, engineers, contractors and others in the name and on behalf of the town to design, build and complete the project, and approve all design and construction expenditures for the project.

Section 5. Upon completion of the Town Street and Moodus Firehouses Renovation building project, the Committee shall make a complete report and accounting to the Board of Selectmen.

The motion carried unanimously via voice vote.

There being no further business to discuss, the meeting adjourned upon a motion made by Mr. Dutch and seconded by Mr. Blaschik at 8:30 pm via unanimous voice vote.

Attest:

Debra H. Denette
East Haddam Town Clerk
July 22, 2015