

Board of Selectmen  
Grange Hall  
February 15, 2017  
Regular Meeting Minutes

Selectmen Present: E. Lyman; S. Link; E. Malavasi

Also Present: E. Blaschik; C. Brownell; C. Dickinson; T. Dickinson; D. Dill; E. Dill; R. Dill; T. Gelston; J. Guernon; J. Moreau; C. Varricchio; S. Wheeler; L. Zemienieski

1. First Selectman Lyman 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. Lyman, seconded by Ms. Link, to approve the agenda as written. Unanimous aye.
3. Approval of Minutes: Regular Meeting of January 18, 2017 and Regular Meeting of February 1, 2017.

Motion made by Mr. Lyman, seconded by Mr. Malavasi, to approve the minutes of the Regular Meeting of January 18, 2017 as written. Ms. Link abstained from the vote and it passed with a majority of ayes.

Motion made by Mr. Lyman, seconded by Ms. Link, to approve the minutes of the Regular Meeting of February 1, 2017 as written. Mr. Malavasi abstained from the vote and it passed with a majority of ayes.

4. Correspondence:
  - A. Information from Town Clerk Regarding Number of Electors & Polling Places: Mr. Lyman called the Selectmen's attention to a memo from Town Clerk Denette, dated February 3, 2017, in their meeting packets. Mr. Lyman noted that the report was provided pursuant to Connecticut General Statutes Section 9-238a. He reviewed the statistics in the report and there was a brief discussion regarding the cut-off for the number of electors per polling place.
5. First Selectmen's Report:
  - A. Elementary School Renovation Project Update - Jason Guernon, Chairman: Mr. Guernon distributed a copy of his update on the Elementary School Renovations. He noted that the work has been finished; however the project closure is pending audit. He reported that the work came in on-time and under budget.

Mr. Guernon reviewed highlights from his report and emphasized the need for the Town to create an institutional memory of the work done on its facilities. He noted that he found it challenging to locate information on previous committees' experience regarding

study findings, repairs and maintenance history, and contractors who worked on the Elementary School.

Mr. Guernon stated that the completed projects were prioritized from a larger list of repairs and renovations needed at the Elementary School. In particular, he noted that the building's envelope needs renovation, interior doors need to be replaced, and additional parking lot and sidewalk work needs to be done.

The Selectmen thanked Mr. Guernon and the Building Committee for their work. Mr. Lyman complimented the Committee on its good work and positive attitude.

- B. Shared Services Report – February: Mr. Lyman called the Selectmen's attention to the February Shared Services Report in their meeting packets. He reviewed the report and noted that much work is being done on the Town and Board of Education budgets.

#### 6. Citizen's Concerns:

In response to a concern raised by Ms. Dickinson, Mr. Lyman stated that Mr. Parker had been working to fill the gaps in the Senior lunch program and the Gristmill Market had stepped in to assist with the Tuesday and Thursday lunches. He discussed the state's flat funding to the Community Renewal Team (CRT) which affects the Meals on Wheels program and noted that Mr. Parker would have the most up-to-date information on what is being done to address the need created by state budgeting affecting the programs at the Senior Center.

Mr. Randy Dill distributed an updated version of his draft revisions to the Town's ordinance regarding the transportation of solid waste.

#### 7. Unfinished Business:

- A. Shagbark Solar Project Discussion: There was no new update to this agenda item.
- B. Goodspeed Airport Scenic Easement: There was no new update to this agenda item. In response to a question raised by Mr. Malavasi, Mr. Lyman confirmed that it is his understanding that Mr. Mellon wants the state to hold the scenic easement.
- C. Cemetery Committee Discussion: Mr. Lyman reported that the Town is responsible for maintaining approximately ten cemeteries. He advised that the Facilities Manager is responsible for maintaining the cemeteries and that there is a budget line for regular maintenance and repair work that needs to be done. He noted that the Town is working on a project for signs for all of the cemeteries. Consequently, Mr. Lyman stated that he does not feel there is a need to continue to maintain the Cemetery Committee.

Mr. Lyman recognized Mr. Brownell who is on the Cemetery Committee. Mr. Brownell provided a history of the Committee. He expressed concern that future administrations could neglect the cemeteries and recommended that the Committee be maintained to

ensure their upkeep. He further stated that he feels the Town should establish regulations regarding what could be done in the cemeteries regarding signage, decoration, etc.

Mr. Lyman agreed to provide the Selectmen with additional information regarding this agenda item for their consideration before any decision is made.

- D. Solid Waste Facility Ordinance Amendment Discussion: Mr. Lyman called the Selectmen's attention to materials in their meeting packet regarding this agenda item. He reviewed Mr. Dill's proposed changes to the existing ordinance and stated that, although he agrees with the recommendation in theory, he is concerned about how the proposed regulation would be enforced. He also noted that if tickets are issued for violation of the regulation, a review board would have to be established to hear appeals. Mr. Lyman advised that the Police already have the authority to ticket people for littering under state regulations.

Mr. Lyman asked the Selectmen to review the proposed revisions to the Transfer Station Ordinance for further discussion at their next meeting.

8. New Business:

- A. Call for Town Meeting: Mr. Lyman called the Selectmen's attention to materials in their meeting packets regarding the Call for Town Meeting.

Motion made by Mr. Lyman, seconded by Ms. Link, to approve the following call for town meeting:

The Electors and citizens of the Town of East Haddam, Connecticut qualified to vote in Town Meeting are hereby warned and notified that a Special Town Meeting will be held in the Town Hall on Town Street in the said Town of East Haddam at 8:00 p.m. on Tuesday, February 28, 2017 for the following purposes, to wit:

**Item 1:** To consider and act upon the following resolution as recommended by the Board of Selectmen and the Board of Finance:

RESOLVED: That a grant in an amount of \$2,000 is hereby accepted from the State of Connecticut, Office of Policy and Management through the Neglected Cemetery Account (Cemeteries operating budget, account 10544350-54424) to provide upkeep of local cemeteries to keep them in orderly and decent condition upon the terms and conditions set forth in the Notice of Grant Award.

In furtherance of this resolution, Emmett J. Lyman, the First Selectman, is duly authorized to enter into and sign said contracts on behalf of the Town of East Haddam. Emmett J. Lyman currently holds the office of First Selectman and has held that office since July 20, 2016. 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.

**Item 2:** To consider and act upon the recommendation of the Board of Selectmen and the Board of Finance to adopt the following resolution:

RESOLVED, that a grant in the amount of \$4,000 is hereby accepted from the State of Connecticut, State Library, for the purpose of historic document preservation and appropriated to the Historic Document Preservation Fund (account 26041-43000); and that Emmett J. Lyman, First Selectman, is empowered to execute and deliver in the name and on behalf of this municipality, a contract with the Connecticut State Library for an Historic Document Preservation Grant.

**Item 3:** To consider and vote on a resolution as recommended by the Board of Selectmen and Board of Finance:

RESOLVED: That a Wheelchair-Accessible Motor Vehicle for Elderly and/or Disabled Persons Transportation Programs Grant in the amount not to exceed \$55,200.00 is hereby accepted upon the terms and conditions set forth in an Agreement between the Town of East Haddam and the State of Connecticut, Department of Transportation, that the First Selectman, Emmett J. Lyman, is authorized to negotiate and execute all necessary agreement/contract documents on behalf of the Town of East Haddam with the Department of Transportation of the State of Connecticut, and is authorized to affix the corporate seal of the municipality; and that the purchase price of the vehicle be appropriated and funded 80% (\$55,200) from said grant funds and 20% (\$13,800) from the Senior Transportation Fund (account 91092037-58820).

**Item 4:** To consider and act upon the recommendation of the Board of Finance to approve a transfer of \$57,980.00 from Shared Services (fund 2630) to the Capital Projects Fund (fund 3320).

**Item 5:** To consider and act upon the recommendation of the Board of Finance to approve a transfer of \$39,452.20 from the General Fund (10549010-58928) to the Board of Education Capital Reserve Fund.  
Unanimous aye.

- B. Board/Commission/Committee Changes (REC): Mr. Lyman called the Selectmen's attention to a copy of a letter in their meeting packets from Tiffany Quinn, dated February 14, 2017, noting the Recreation Commission's recommendation for an appointment to their Commission.

Motion made by Mr. Lyman, seconded by Mr. Malavasi, to appoint Michael Davis as a regular member to fill a vacancy on the Recreation Commission with a term to expire July 1, 2019. Unanimous aye.

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

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

- \$29.73 to Danielle Dirgo.
- Unanimous aye.

9. Public Comment:

Mr. Dill reviewed the history of several Transfer Station Committee studies and stated that he feels there is a need to amend the existing ordinance. He noted that he feels the Police could spot monitor the entrance to the Transfer Station and that it would also be educational to post the requirement for not transporting solid waste in an open vehicle/container. Mr. Dill strongly encouraged the Selectmen to act on his proposal to amend the Transfer Station Ordinance.

Mr. Gelston stated that he supported Mr. Dill's proposed amendment to the Transfer Station Ordinance.

In response to a question raised by Mr. Gelston, Mr. Lyman advised that Craig Mansfield is the Town's Emergency Management Director and that he spoke with him regarding his responsibilities and duties when he, Mr. Lyman, became the acting First Selectman. Mr. Lyman reported that Mr. Mansfield informed him that his employer is aware and agrees that Mr. Mansfield's priority during an emergency is to the Town of East Haddam. Mr. Lyman noted that this function is required by State Statute and he discussed the back-up procedures in place for the Emergency Management Department. He noted that there are written job descriptions and other criteria regarding the functions of the Emergency Management Department.

Mr. Gelston noted that the Town roads were well plowed after the recent snow storm; however, Town Street and other state roads were not as well cleared by the state.

Mr. Dickinson stated that he supports Mr. Dill's proposed amendment to the Transfer Station Ordinance and provided some additional detail regarding state regulations regarding littering, etc.

Ms. Dickinson suggested the police could establish periodic spot checks at and around the Transfer Station to educate and discourage residents from transporting solid waste in open vehicles/containers.

10. Selectmen's Discussion: Ms. Link stated she would like to retain the Solid Waste Facility Ordinance Amendment Discussion on the Selectmen's agenda.

A. 2017-2018 General Budget Review Workshop: It was the consensus of the Selectmen to postpone this agenda item at this time.

11. Adjournment: There being no additional business to discuss, a motion was made by Mr. Lyman, seconded by Ms. Link to adjourn the meeting at 8:21 p.m. Unanimous aye

Recorded

Respectfully submitted,  
Susan Link, Secretary