

Board of Selectmen
Grange Hall
December 6, 2017
Regular Meeting Minutes

Selectmen Present: E. Lyman; S. Link; R. Smith

Also Present: R. Andrews; A. Blaschik; E. Blaschik; K. Blaschik; T. Bourgojn; L. Branscombe; D. Dill; E. Dill; R. Dill; C. Gelston; T. Gelston; G. Guidi; K. Guidi; J. Leach; R. Rose; C. Varricchio; S. Wheeler; L. Zemienieski, and other members of the public

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 November 15, 2017.

Motion made by Mr. Lyman, seconded by Ms. Link, to approve the minutes of the Regular Meeting of November 15, 2017, as written. Mr. Smith abstained from the vote and the motion passed by a majority of ayes.

4. Correspondence

- A. Letter to Staff Regarding Municipal Office Complex Project: Mr. Lyman called the Selectmen's attention to a copy of a memo in their meeting packets from Craig Mansfield, Chairman of the Municipal Office Building Committee, dated December 1, 2017. Mr. Lyman advised that the memo indicated the project is on-schedule and "... *will be ready for occupancy by the third week of February*". He further noted that that Mr. Mansfield's memo "...*remind[ed] everyone that accessing the site is not permitted unless it is coordinated and pre-approved through the committee*".
- B. Charitable Games Transition to Municipalities: Mr. Lyman called the Selectmen's attention to a copy of Public Act No. 17-231, in their meeting packets, concerning Municipalities and Bingo Games, Bazaars and Raffles. He advised that the purpose of the Public Act is to transfer responsibility for the administration and regulation of those charitable games to the municipalities. Mr. Lyman responded to questions from the Selectmen regarding this action and Ms. Zemienieski provided additional background information.
- C. Swing Bridge Biennial Safety Inspection Date Confirmed: Mr. Lyman called the Selectmen's attention to an email in their meeting packets, dated December 5, 2017, from Navnit R. Nakrani, Chief Structural Engineer and Senior Project Manager at Prime AE. Mr. Lyman advised that Mr. Nakrani's email was to confirm that inspection of the swing bridge will start on December 11th and ... "...*a full week of alternate one way traffic over the bridge is planned*". It was noted that the traffic restrictions will be conducted from 9 a.m. to 3 p.m. In response to a question raised by Ms. Link, Mr. Lyman confirmed that a notice about the lane closure has been posted on the front page of the Town's website. Ms. Link recommended additional notification to the public.

5. First Selectmen's Report

- A. Bashan Lake Drawdown: Mr. Lyman called the Selectmen's attention to a copy of a letter in their meeting packets from the Department of Energy and Environmental Protection, dated November 27, 2017. He stated that the letter is formal approval of the request made by the Town and the Bashan Lake Association for a winter drawdown of the lake by 3'. He noted that the drawdown was increased from the originally planned 18" by request of the Association. In response to a question raised by Ms. Link, Mr. Lyman advised that the Town has budgeted \$500 toward the drawdown and the Association will pay the balance. He noted that the Town's contribution has remained consistent since 2005/2006.
- B. Firehouse Renovation Project Update: Mr. Lyman reported that there has been a minor delay in the project for Fire Co. #1 and Fire Co. #2 is near completion. He indicated that both projects should be completed by the end of the year.
- C. Fire Boat Status: Mr. Lyman reported that the fire boat is no longer usable and the Fire Department is preparing to go out to bid for a new boat. In the meantime, the Department is temporarily using the Police boat. Mr. Lyman advised that funds were allocated in the budget for the new boat.
- D. Freedom of Information Requests Report: Mr. Lyman called the Selectmen's attention to a report in their meeting packets regarding Outstanding Freedom of Information and Other Informational Requests (as of December 5, 2017). The Selectmen reviewed the report and, in response to a question from Ms. Link, Mr. Lyman advised that requesters are charged \$.50 per page for paper copies but electronic documents are sent free of charge.

In response to a clarification question from Mr. Smith, Ms. Varricchio provided the example that the Town often gets requests from outside the state for copies of all the Town's purchase orders. She advised that she believes such requests are "fishing" for business.

6. Citizen's Concerns

The following citizen's concerns were discussed the meeting:

- In response to a concern raised by Mr. Dill regarding the posting of a clerical position in the Building Department, Mr. Lyman advised that full-time clerical support is needed in that office.
- In response to a request from Ms. Branscombe, Mr. Lyman provided her with the dates of the FOI requests on the report referenced earlier in the meeting.
- Ms. Bourgoin provided the Selectmen with documents concerning the Agriculture Commission by request of Mr. Staehly.
- Ms. Flannery stated that she wanted to clear up the idea that she has a "personal vendetta" against any resident and advised that her concern is for the horses housed on small parcels of land. She stated that she is concerned that the Town does not have any regulations regarding property sizes where large animals are boarded. She further noted that she had attended the December 4th Agriculture Commission meeting and recommended that, in future meetings, the Commissioners face the public and use a microphone when speaking.
- Ms. Gelston encouraged the Selectmen to speak up and speak more clearly.

- Mr. Rose suggested asking the State to reopen the Chester Ferry during the week the swing bridge is being inspected and there was a general discussion about his suggestion. Mr. Smith agreed to provide Mr. Lyman with appropriate contacts at the State to whom he can make such a proposal.

7. Unfinished Business

- A. Solid Waste Facility Ordinance Amendment/Transfer Station Discussion: Mr. Lyman called the Selectmen's attention to material in their meeting packets regarding the volunteers for the Transfer Station Committee. The Selectmen agreed to call a Special Meeting on December 18th to interview the applicants. Mr. Lyman noted that the interviews would, most likely, be conducted in Executive Session.
- B. Ordinance Codification Discussion: Mr. Lyman reviewed the process for adopting the Town's draft ordinances. The Selectmen reviewed their calendars and agreed that they would be available for a Public Hearing on either January 30th or January 31st. Ms. Zemienieski stated she would work with the Town Clerk to organize the Public Hearing for one of those days.
- C. Horizontal Curve Safety Project Update: Mr. Lyman reported that he spoke with the supervising engineer for the State's Horizontal Curve Safety Project. He noted that he advised that he expects the project to be completed by December 12th and turned over to the Town by the end of the year. Mr. Lyman stated that he forwarded him copies of the letters of complaint and petitions signed regarding the East Haddam project.
- D. 2018 Board of Selectmen Meetings: Mr. Lyman called the Selectmen's attention to the list of 2018 Board of Selectmen's meeting schedule in their meeting packets. He noted that the new municipal Office Complex is expected to be completed in mid-February so the Board will be able to begin holding their meetings there in March.

Motion made by Mr. Lyman, seconded by Mr. Smith, to approve the following dates as the meeting schedule for the Board of Selectmen for the 2018 calendar year: January 3 & 17, February 7 & 21, March 7 & 21, April 4 & 18, May 2 & 16, June 6 & 20, July 18, August 1 & 15, September 5 & 19, October 3 & 17, November 7, December 5 & 19, and January 2 & 16, 2019. All meetings will be held at 7:00 p.m. in the Grange Hall through February and in the Municipal Office Complex beginning in March. Unanimous aye.

8. New Business

- A. Call for Town Meeting: Motion made by Mr. Lyman, seconded by Mr. Smith, 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 the Annual Town Meeting will be held in the Town Meeting Hall on Town Street in the said Town of East Haddam, at 8:00 p.m., Tuesday, December 19, 2017, for the following purposes, to wit:

Item 1: To consider and act upon the recommendation that the Board of Selectmen be authorized to enter into all necessary agreements with the Transportation Commissioner of the State of

Connecticut for the receipt of State Aid for town highways in accordance with the General Statutes of Connecticut.

Item 2: To consider and accept the Annual Town Report for the fiscal year ended June 30, 2017. Unanimous aye.

B. Request for Beer & Wine Service – Rathbun Library & Grange Hall:

Rathbun Library

Mr. Lyman called the Selectmen’s attention to an email from Michael Gilroy, dated November 16, 2017, in their meeting packets. He advised that the Library is co-hosting the annual Light Up the Holidays Silent Auction Party on December 8th and would like to serve beer and wine.

Motion made by Mr. Lyman, seconded by Ms. Link, to approve beer and wine service at the Rathbun Library for the “Annual Light Up the Holidays Silent Auction Party” on December 8, 2017. Unanimous aye.

Grange Hall

Mr. Lyman called the Selectmen’s attention to a copy of an email from Kathy Martie, dated December 1, 2017, requesting permission to serve beer and wine at the Grange Hall for an engagement party on January 7, 2018.

Motion made by Mr. Lyman, seconded by Mr. Smith, to approve the serving of beer and wine at the Grange Hall for an “Engagement Party” on January 7, 2018. Unanimous aye.

C. Board/Commission/Committee Changes (HDC, AGC):

Historic District Commission

Mr. Lyman called the Selectmen’s attention to a copy of an email from the Historic District Commission advising that the Commission recommended an alternate member appointment.

Motion made by Mr. Lyman, seconded by Ms. Link, to appoint Keith Bunnell to fill a vacant alternate position on the Historic District Commission with a term to expire November 20, 2019. Unanimous aye.

Agriculture Commission

Referencing the documents from Mr. Staehly and Ms. Bourgoin that the Selectmen had received earlier in the meeting, Mr. Lyman indicated he would like to postpone the vote on the membership recommendations of the Agriculture Commission at this time.

Motion made by Mr. Lyman, seconded by Mr. Smith, to postpone the Selectmen’s consideration of the Agriculture Commissioner’s recommendations on membership until they could review Mr. Staehly’s and Ms. Bourgoin’s documents. Unanimous aye.

D. Tax Refunds: Mr. Lyman called the Selectmen’s attention to one tax refund.

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

- \$ 213.63 to Honda Lease Trust.
- Unanimous aye.

9. Public Comment: The following public comment was discussed at the meeting:

- In response to a question from Ms. Branscombe, Mr. Lyman confirmed that the Town does rent the Grange Hall out to the public and an insurance certification is required.
- In response to a question from Ms. Branscombe, Mr. Lyman asked Ms. Zemienieski to explain the status of the Agriculture Commissioner she was inquiring about. Ms. Zemienieski advised that the Commissioner was appointed at the September 20th Board of Selectmen meeting to fill the vacant alternate term.

10. Selectmen's Discussion

A. Streetlight Upgrades & Repair Discussion: In response to a question raised by Mr. Smith, Mr. Lyman explained the process that is used to upgrade street lights and to report needed repairs. He confirmed that the process is managed by the Public Works department. Mr. Smith noted that the street lights located in areas that have sidewalks with pole lamps are redundant and should be eliminated. Mr. Lyman agreed that the streetlights may no longer be needed in those locations.

B. Executive Session – Police Collective Bargaining Agreement Discussion:

Motion was made by Mr. Lyman, seconded by Ms. Link, enter into executive session at 8:00pm to discuss the East Haddam Police Collective Bargaining Agreement and to invite Nicholas Grello, Town Labor Attorney and Cindy Varricchio, Finance Director into this session. Unanimous aye.

Selectmen returned to regular session at 9:16pm. No motions or decisions were made.

C. Vote on Police Collective Bargaining Agreement:

Motion made by Mr. Lyman, seconded by Ms. Link, to accept the Collective Bargaining Agreement between the Town of East Haddam and International Brotherhood of Police Officers Local 394 for the period from July 1, 2017 through June 30, 2020. Unanimous aye.

D. East Haddam Police Department Private Duty Form Amendment Approval: Mr. Lyman called the Selectmen's attention to the agreement for "Hiring Police Officer for Private Duty Assignment" form. He explained that the agreement has been divided into two separate forms, one for regular private duty assignments and another for Board of Education and Non-Patrol Town Assignments.

The Board asked the acronym of GP be spelled out and the reference to the 15% administration fee be more clearly defined. Mr. Lyman will provide the appropriate wording for the form.

Motion made by Mr. Lyman, seconded by Mr. Smith, to approve the changes as amended to the forms titled "Agreement for Hiring Police Officer for Private Duty Assignment" and "Agreement for Hiring Police Officer for Board of Education and Non-Patrol Town Assignments". Unanimous aye.

11. Adjournment: There being no additional regular business to discuss, a motion was made by Mr. Lyman, seconded by Ms. Link, to adjourn the meeting at 9:26p.m. Unanimous aye.

Recorded

Respectfully submitted,
Susan Link, Secretary