

Board of Selectmen
Municipal Office Complex
Meeting Room #1/2
March 7, 2018
Regular Meeting Minutes

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

Also Present: D. Barlow; J. Chisholm; D. Dill; E. Dill; R. Dill; M. Gilroy and 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 Mr. Smith, to approve the agenda as written. Unanimous aye.
3. Approval of Minutes: Special Meeting of February 3, 2018, Special Meeting of February 6, 2018, Special Meeting of February 12, 2018, Special Meeting of February 13, 2018, and Special Meeting of February 26, 2018

Motion made by Mr. Lyman, seconded by Ms. Link, to approve the minutes of the Special Meeting of February 3, 2018. Mr. Smith requested the following revision be made:

- Page 2 (Town Office Building Budget) – Revise to add the underlined work: “Ms. Zemienieski advised that a telephone land line...”

Unanimous aye.

Motion made by Mr. Lyman, seconded by Mr. Smith, to approve the minutes of the Special Meeting of February 6, 2018 as written. Unanimous aye.

Motion made by Mr. Lyman, seconded by Ms. Link, to approve the minutes of the Special Meeting of February 12, 2018 as written. Unanimous aye.

Motion made by Mr. Lyman, seconded by Ms. Link, to approve the minutes of the Special Meeting of February 13, 2018 as written. Unanimous aye.

Motion made by Mr. Lyman, seconded by Ms. Link, to approve the minutes of the Special Meeting of February 26, 2018 as written. Unanimous aye.

4. Correspondence:
 - A. Letter from Library Trustees: Mr. Lyman called the Selectmen's attention to a copy of a letter from the Library Trustees, dated February 12, 2018, regarding the Assistant Library System Director position, in their meeting packets. Mr. Lyman and the Selectmen reviewed the letter.
 - B. Letter from Inland Wetlands and Watercourses Commission: Mr. Lyman called the Selectmen's attention to a copy of a letter in their meeting packets from the East Haddam Inland Wetlands and Watercourses Commission, dated February 6, 2018, regarding the approval of Public Works' application to improve drainage on Lumberyard Road. Mr. Lyman reviewed the letter for the Selectmen.

- C. Email from Resident: Mr. Lyman called the Selectmen's attention to a copy of an email in their meeting packets from Terry Dickinson, dated March 5, 2018, regarding the old Town Office site and the new municipal office building. Mr. Lyman reviewed Ms. Dickinson's email with the Selectmen.
- D. Ambulance Response Directive: Mr. Lyman called the Selectmen's attention to a copy of a "Memo of Agreement" regarding the response time to medical emergencies, from EHAA Chief Swol and EHF D Chief Auld. He reviewed the memo with the Selectmen and provided some background regarding the origins of the memo.

5. First Selectmen's Report

- A. Budget Schedule Update: Mr. Lyman reported that the Boards of Selectmen and Education have submitted their proposed budgets to the Board of Finance (BOF). He stated that BOF scheduled a Public Forum for March 10th when residents will have an opportunity to ask questions about the Town's budget. The BOF has also scheduled a Budget Review session for March 17th.
- B. Staff Update: Mr. Lyman reported the Town has hired a replacement for the Recreation Director who will start on March 19th. He responded to several questions from Ms. Link.
- C. Bridge Replacement Update (Bone Mill, Johnsonville Road, Foxtown Road): Mr. Lyman reported that work on the Bone Mill Road bridge project have been suspended due to the hold on state funding; however the Johnsonville Road and Foxtown Road bridge projects are federally and locally funded and are moving forward.

6. Citizen's Concerns

Dawn Barlow, Chairman of the Library Trustees, expressed concern regarding the vacant Assistant Director position.

7. Unfinished Business

- A. Ordinance Codification Discussion: Mr. Lyman advised that this agenda item will be discussed under New Business, Item C.
- B. Horizontal Curve Safety Project Update: Mr. Lyman reported that this project has not yet been turned over to the Town; however, several changes have been made.

8. New Business

- A. Application for Approval of Distribution of Real and Personal Property to the Town of East Haddam – East Haddam Free Public Library (EHFPL): Mr. Lyman called the Selectmen's attention to materials in their meeting packets related to this agenda item. He reviewed the background regarding transfer of the EHFPL building and land to the Town and noted that the Attorney General has approved the transfer and the next steps are to go through Probate Court and then to a Town Meeting to accept the property.

The Selectmen discussed the document, the potential transfer of the property, and alternative plans for a Town library.

- B. Renewal of Grant Application with Middlesex Hospital for Paramedic Services: Mr. Lyman called the Selectmen's attention to a letter from Middlesex Hospital's EMS Manager Santacroce, dated January 31, 2018 regarding the per capita charge for Paramedic Services to the Town residents. He noted that there is no change to the charge and the Amendment to the Agreement extends the term of the Agreement by one year.

Motion made by Mr. Lyman, seconded by Mr. Smith, that Emmett J. Lyman, First Selectman, is hereby authorized to sign a one year renewal of the Grant Application with Middlesex Hospital for Paramedic Services with a term from July 1, 2018 to June 30, 2019. Unanimous aye.

- C. 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 Meeting Hall on Town Street in the said Town of East Haddam at 8:00 p.m. on Wednesday, March 28, 2018 for the following purposes, to wit:

Item 1: To consider and act upon the recommendation of the Board of Selectmen to approve an ordinance entitled "Code Adoption Ordinance". Copies of said ordinance are on file in the Town Clerk's Office during normal business hours.

Item 2: To consider and act upon the recommendation of the Board of Finance to approve a transfer of \$4,409.68 from the General Fund (10549010-58928) to the Board of Education Capital Reserve Fund (3320-10506-25790).

Item 3: To consider and act upon the recommendation of the Board of Finance to transfer an amount not to exceed \$200,000.00 for the Education Reserve Fund (3320-10506-25790) to the Capital Project Fund for the purpose of removing an underground fuel oil tank at the East Haddam Elementary School (33250013-58926-C0147).

Unanimous aye.

- D. Board/Commission/Committee Changes (AGC, EDC, SRWP) –

Agriculture Commission

Mr. Lyman called the Selectmen's attention to a copy of an email in their meeting packets from Ron Gross, Agriculture Commission Chairman, dated February 12, 2018, recommending changes to the Commission.

Motion made by Mr. Lyman, seconded by Ms. Link, to change the status of Ronald Distefano from an alternate member to regular member to fill a vacant term to expire on January 1, 2021 on the Agriculture Commission. Unanimous aye.

Motion made by Mr. Lyman, seconded by Mr. Smith, to appoint Susan Downs to a vacant alternate member, term to expire January 1, 2020, on the Agriculture Commission. Unanimous aye.

Economic Development Commission

Mr. Lyman called the Selectmen's attention to the 2/1/18 minutes of the Economic Development Commission recommending a reappointment to the commission.

Motion made by Mr. Lyman, seconded by Ms. Link, to reappoint Joseph Albuquerque as a regular member of the Economic Development Commission for a five-year term to expire on June 30, 2022.

Mr. Smith noted Mr. Albuquerque's numerous absences at EDC meetings and also noted that he did not think Mr. Albuquerque had attended many Open Space Committee meetings as EDC's representative. Mr. Lyman noted that those concerns had been addressed with Mr. Albuquerque who advised that his health had interfered in the past; however, he was much improved and that, going forward, he expected to be a regular participant at the EDC meetings.

Unanimous aye.

Salmon River Watershed Partnership Committee

Mr. Lyman discussed the Salmon River Watershed Partnership Steering Committee and noted that in 2008 he had volunteered as the representative for East Haddam. He noted that due to the commitments he has with his present position with the Town he would like to appoint another representative. He noted that Bernie Gillis has volunteered to serve as the representative.

Motion made by Mr. Lyman, seconded by Mr. Smith, to appoint Bernard Gillis as East Haddam's representative to the Salmon River Watershed Partnership Steering Committee. Unanimous aye.

- E. Volunteer of the Month: Mr. Lyman called the Selectmen's attention to a Volunteer of the Month nomination of Marilyn Gleeson, submitted by Mr. Smith. The nomination form referenced her work on the Town's Conservation Commission and Land Trust and her volunteer work for the Senior Center. Mr. Smith noted in his nomination that Ms. Gleeson "... epitomizes the concept of a volunteer."

Motion made by Mr. Lyman, seconded by Mr. Smith, to name Marilyn Gleeson as Volunteer of the Month for March 2018. Ms. Link abstained from the vote and the motion passed by a majority of ayes.

- F. Tax Refunds: The Selectmen discussed four tax refunds.

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

- \$3364.83 to Christopher Charbonnier,
- \$420.93 to Carol Canzellarini,
- \$525.25 to Toyota Lease, and
- \$ 23.22 to Thomas E. Miller, Jr.

Unanimous aye.

9. Public Comment: Ms. Chisholm stated that there is a great deal of excitement among the Friends of the Library regarding the potential transfer of the EHFPL property to the Town and stated that the Friends are proud of the investment the Town has made in the Library.

10. Selectmen's Discussion

- A. Buyer's Fee on the Conveyance of Real Property Discussion: Mr. Smith reviewed the state's proposed legislation and pilot program allowing municipalities to impose a conveyance fee on real property and potential uses of the additional revenue. He responded to several questions from the Selectmen.

Motion made by Mr. Smith, seconded by Mr. Lyman, that East Haddam be added to the list of municipalities interested in participating in the pilot program under Senate Bill 181, an Act Establishing a Fund to Acquire, Preserve and Restore Open Space.

There was a general discussion regarding SB 181. The vote was Lyman, Smith in favor and Link opposed. The motion passed.

- B. Update on Move to Municipal Office Complex: Mr. Lyman noted that the move to the new Municipal Office Complex went very well. He complimented everyone involved in planning and implementing the relocation.

In response to a question raised by Mr. Smith, it was noted that the Green Committee's original charge was that the Committee would be effective for one year. There was a general discussion regarding the Transfer Station Committee.

In response to a question raised by Ms. Link, it was confirmed that the public could request copies of the Budget Workshop meetings if they wanted more details about what was discussed by the Selectmen. It was noted that the Selectmen reviewed and considered every line-item during the Workshops and, while that level of detail is difficult to reflect in minutes, it would be obvious in the meeting recordings.

11. Adjournment: There being no additional regular business to discuss, a motion was made by Mr. Lyman, seconded by Mr. Smith, to adjourn the meeting at 8:15 p.m. Unanimous aye.

Recorded

Respectfully submitted,
Susan Link, Secretary