

Board of Selectmen  
Municipal Office Complex  
Meeting Rooms 1/2  
August 15, 2018  
Regular Meeting Minutes

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

Also Present: A. Blaschik; E. Blaschik; K. Blaschik; W. Cross; D. Dill; R. Dill; C. Gelston; T. Gelston; G. Guidi; K Guidi; RST P. Hawes; B. Lunt; R. Morsch; R. Turner; 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: Mr. Smith stated that, time permitting, he would like to add an Executive Session to the end of the Agenda.

Motion made by Mr. Lyman, seconded by Ms. Link, to approve the Agenda as amended.  
Unanimous aye.

3. Approval of Minutes: Regular Meeting of July 18, 2018

The Selectmen reviewed the minutes of the July 18, 2018 meeting.

Motion made by Mr. Lyman, seconded by Ms. Link, to approve the minutes of the Regular Meeting of July 18, 2018, as written. Unanimous aye.

4. Correspondence

A. Letters of Appreciation: Mr. Lyman called the Selectmen's attention to the following letters of appreciation, copies of which were in their meeting packets:

- Email from Erin Vivero, dated July 19, 2018, expressing her thanks to the Town's Public Works Road Crew for repairing the large pot-holes on her road.
- Email from Lt. Chris Sharland, CT State Police Troop K, dated July 31, 2018, forwarding his commendation of Officers Karl Karabeinikoff and Russell Gingras for their "fine" police work during their response to a well-being check at a local residence.
- Letter from Ron Turner, the Town's Director of Operations, dated August 8, 2018, thanking Michael Olzacki, the Town's Head Grounds Maintainer, for his efforts in completing the Heritage Park walking trail lighting project.

5. First Selectmen's Report

A. CIRMA Member Equity Distribution Check: Mr. Lyman called the Selectmen's attention to a copy of a letter in their meeting packets from the Town's insurer, CIRMA, dated July 10, 2018. Mr. Lyman reviewed the letter and it was noted that the Town received a Members' Equity Distribution Check in the amount of \$23,735.00. Ms. Link commented that she wanted to be sure that the funds are appropriately tracked in the Town's finances and Mr. Lyman advised that the funds would be deposited into the Miscellaneous Revenue account.

- B. Responses to Previous Meeting Questions: Mr. Lyman advised that he had followed up on Mr. Smith's inquiry regarding staffing for the police boat. He noted that he found that there was adequate funding for boat patrol. He explained that the salary expense budget included all cost centers for police salaries which included Special Duty expenses however the revenues received back to the town were not reflected in the same salary lines. Ms. Varricchio has revised this year's budget lines to create a special revenue fund for special duty to more clearly reflect the revenues and expenses. Ms. Link and Mr. Smith reiterated that, going forward, they would like to see a regular staffing schedule for the police boat and Mr. Smith stated he feels there should be a separate, defined line item in the budget for regular boat patrols.

Mr. Lyman also reported the following:

- The environmental studies for the old Town Office Site are coming back with better than expected results. He stated he expects to receive the final, written report shortly.
- The Bone Mill Road bridge project began on August 18<sup>th</sup> and is moving forward quickly.
- The transfer of ownership of the East Haddam Free Library building is still being considered by the CT Superior Court.
- Public Works is looking into several options to deal with removing diseased/dying trees in Town. There was a general discussion regarding this issue and Mr. Smith suggested offering some of the work to local loggers.

6. Citizen's Concerns: The following citizen's concern was brought up at the meeting:

- Mr. Gelston suggested speaking with the State Public Works manager about how they handled tree removal on Route 2 after several bad storms last winter. He noted that the state supplemented its crews with crews from a New Hampshire company.
- Ms. Gelston advised that the state also contracted some tree removal work to a Canadian firm.
- Ms. Blaschik inquired about the current owners of the old Shadybrook Camp and their tax status. There was a general discussion regarding the use of the property by the current owners.

7. Unfinished Business

- A. Horizontal Curve Safety Project Update: Mr. Lyman advised that next week the UConn Circuit Rider will do site visits on the roads of East Haddam where the state installed new horizontal curve signs. He asked the public to submit any requests they have for the Circuit Rider to review signs in specific areas. In response to a question raised by Mr. Smith, there was a general discussion regarding how the general public would be made aware that they can submit requests.
- B. East Haddam Village Revitalization Committee (EHVRC) Update: Mr. Lyman reported that the EHVRC did not meet last month so there was no update on this agenda item; however, it is his understanding that the Committee is planning on drafting a Request for Proposals and is also discussing what the next steps should be once the final environmental study on the property is received.
- C. Transfer Station Committee Final Report Discussion & Solid Waste Facility Ordinance: Mr. Lyman distributed copies of his analysis of several potential solutions for controlling access to the

Transfer Station and bulky waste area. The Selectmen reviewed the document and there was a general discussion regarding the problem of illegal “picking” through the bulky waste bins. Mr. Smith encouraged Mr. Lyman to consider all options, including reconfiguring the traffic flow, and Mr. Lyman agreed with his recommendation.

The Selectmen briefly discussed the negotiations with the unions and the option of hiring seasonal and/or part-time workers.

- D. Citation Hearing Procedure Discussion (Review Board Ordinance): Mr. Lyman called the Selectmen’s attention to the draft Citation Ordinance. He stated that the new draft contains updates made by the Town’s attorney. He advised that he is working on creating a flow-chart for the process and stated that he will share a draft copy with the Selectmen. He noted that there are software programs through Quality Data and possibly MUNIS that will manage the process; however, he believes they would be cost-prohibitive. He stated that he anticipates the Town will develop its own technology for issuing/contesting ordinances.
- E. Control of Animals Ordinance Discussion: Mr. Lyman reported that the Control of Animals and Trailer ordinances have been finalized and are ready to bring to a Public Hearing for discussion; however, he suggested waiting until the Citation ordinance is also finalized before scheduling the hearing. There was a brief discussion about moving the Control of Animals and Trailer ordinances forward but no decision was made at the meeting.
- F. Trailer Ordinance Discussion: This agenda item was discussed in conjunction with item 7.D. and is reported on above.
- G. Crisis and Strategic Communications Plans Services: Mr. Lyman noted that the charge for this committee was approved at the July 18, 2018 meeting and he called the Selectmen’s attention to volunteer applications in their meeting packets. There was a discussion regarding representation on the Committee from the Board of Education.

Motion made by Ms. Link, seconded by Mr. Smith, to appoint Susan Link (BOS), William DiCristofaro (BOF), a member of the Board of Education at the discretion of BOE Chairman Perry, Ron Turner (Director of Operations), Superintendent Brian Reas, Jeff Rhodes (Police), and citizens Liza Bonadies and Louis Salicrup to the Ad-Hoc Crisis and Strategic Communications Plans Committee, terms to expire upon completion of the assignment. Unanimous aye.

## 8. New Business

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

Motion made by Mr. Lyman, seconded by Ms. Link, to approved 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, August 28, 2018, for the following purposes, to wit:

**Item 1:** To consider and act upon the recommendation of the Board of Selectmen and Board of Finance to accept a grant in the amount of \$5,000.00 from the State of Connecticut, Department of Emergency Services & Public Protection, Division of Emergency Management and Homeland Security, entitled “FY 2017 Emergency Management Performance Grant”, (revenue account 10542-43000 and expense accounts 10541810-51510 - \$4,000.00, and 10541810-51590 - \$1,000.00).

**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 \$4,500.00 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 a Historic Document Preservation Grant.

Unanimous aye.

In response to a question raised by Mr. Smith, Mr. Lyman advised that the Town cannot formally accept the gift of the water tank at the public gardens until it receives a notice of value.

- B. Board/Commission/Committee Changes (REC, COA): Mr. Lyman called the Selectmen’s attention to materials in their meeting packets regarding the following Commission membership changes:

**Recreation Commission**

The Selectmen reviewed the minutes of the Recreation Commission meeting of July 19, 2018, and noted the recommendation made for appointments to the Commission.

Motion made by Mr. Lyman, seconded by Mr. Smith, to appoint Christopher Miner as a regular member to fill a vacancy on the Recreation Commission with a term to expire July 1, 2020 and Michele Larson and Sarah Kraszewski as regular members to fill vacancies on the Recreation Commission with terms to expire July 1, 2021. Unanimous aye.

**Commission on Aging**

The Selectmen reviewed the minutes from the July 26, 2018 meeting of the Commission on Aging and noted recommendations for membership on the Commission.

Motion made by Mr. Lyman, seconded by Mr. Smith, to change the status of Suzanne Bostelman from an alternate member to a regular member on the Commission on Aging to fill a vacant three-year term to expire June 30, 2020. Unanimous aye.

Motion made by Mr. Lyman, seconded by Ms. Link, to reappoint Mary Ellen Klinck as an alternate member for a one-year term, to expire June 30, 2019, on the Commission on Aging. Unanimous aye.

Motion made by Mr. Lyman, seconded by Mr. Smith, to appoint Barbara Davis to fill a vacant one-year term, to expire June 30, 2019, as an alternate member on the Commission on Aging. Unanimous aye.

C. Tax Refunds: Mr. Lyman called the Selectmen's to seven tax refunds.

Motion made by Mr. Lyman, seconded by Ms. Link, to award seven tax refunds in the amounts presented:

- \$ 62.04 to Toyota Lease Trust,
- \$ 69.85 to Robert Johnson,
- \$ 85.48 to David MacLeod,
- \$286.50 to Donald & Gail Sama,
- \$182.21 to Robert Sevigny,
- \$332.03 to Vault Trust, and
- \$ 2.76 to Roger McNelly.

Unanimous aye.

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

- Mr. Morsch made the following comments:
  - He thanked Mr. Lyman for his analysis of how to control access at the Transfer Station and suggested how the bulky waste scale could be managed. Mr. Lyman requested Mr. Morsch submit his suggestion regarding the bulky waste scale in writing.
  - He noted that the Board of Education had budgeted approximately \$50k for rent in their old facility; however, they are not paying any rent in the new Municipal Offices Facility. He stated that he wanted to call that fact to the Selectmen's attention.
- In response to a question raised by Mr. Gelston, Mr. Lyman advised that the Circuit Rider provides recommendations and advice; however, the Town will be the final decision-maker regarding the newly installed horizontal signs.
- Mr. Gelston also made the following comments:
  - There is no expiration date on the current Transfer Station stickers.
  - The Selectmen should focus on where money is being spent and/or lost related to the Transfer Station and recommended that they create a long-term plan rather than making incremental changes. Mr. Lyman stated that the Committee's report represents the long-term plan for the Transfer Station.
  - He supports fixes to the back of the hopper to make it operational again to alleviate congestion during busy days. Ms. Lunt advised that they cannot re-open the rear of the hopper unless fixes are made that accommodate the commercial haulers.
  - He recommended reviewing the policies of the Essex Transfer Station for examples of how to streamline East Haddam's facility.
- Mr. Cross commented that he still has concerns regarding the financial feasibility of in-sourcing the transfer of waste to a regional facility, particularly when the potential liability is factored in.
- Ms. Gelston commented that East Haddam is one of the last towns to accept commercial haulers and Mr. Lyman noted that the Transfer Station ordinance states that commercial haulers can use the facility and that it would take a Town Meeting to change that ordinance. Mr. Morsch stated that it is his interpretation of the ordinance that the Board of Selectmen can change that rule.

- Ms. Dill noted that the Transfer Station has been removed from the list of Community Service programs since one of the participants had complained about how hard their work there was.

10. Selectmen's Discussion: Mr. Smith suggested Mr. Lyman get an opinion from the Town's attorney regarding the appropriateness of subsidizing commercial haulers by not charging them tipping fees.

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 8:30 p.m. Unanimous aye.

Recorded

Respectfully submitted,  
Susan Link, Secretary