

Board of Selectmen  
Municipal Office Complex  
Meeting Rooms 1/2  
October 17, 2018  
Regular Meeting Minutes

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

Also Present: E. Blaschik; C. Brownell; R. Casner; E. Dill; R. Dill; D. Faipler; T. Gelston; P. Ryder; R. Turner; 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 October 3, 2018

The Selectmen reviewed the minutes of the October 3, 2018 meeting.

Motion made by Mr. Lyman, seconded by Mr. Smith, to approve the minutes of the Regular Meeting of October 3, 2018, as written. Unanimous aye.

4. Correspondence: There was no correspondence discussed at the meeting.
5. First Selectmen's Report
  - A. Storm Damage Report: Mr. Lyman reported that Public Works Director Lunt's summary report of her estimate of the cost to repair damage caused by the September 25-26 storm totals approximately \$3.77M. He stated that most of the damage was done to Town roads and that East Haddam was one of the hardest hit towns in the state. He advised that the Town is working with the state to qualify for FEMA funds and he reviewed FEMA's guidelines.

In response to a question from Ms. Link, Mr. Lyman advised that the Board of Finance approved Director Lunt's request to re-allocate funds from other projects in the Public Works' 2018-19 budget to address the immediate repair needs. He agreed to provide information on which projects will be deferred due to the re-allocation of funds.

In response to a question from Mr. Smith, Mr. Lyman stated that the paving of Petticoat Lane will be delayed until next spring since the Public Works staff is focused on storm damage repairs. Mr. Smith expressed concern about the potential impact of snow plows on the road. Mr. Lyman confirmed that Rep. Ziobron is aware of the damage the Town incurred during the storm.

- B. Responses to Previous Meeting Questions: Mr. Lyman provided the following information concerning questions raised at the October 3<sup>rd</sup> Selectmen's meeting:
  - Regarding Ms. Dickinson's concern that pillars had been installed on a Town employee's property to replace a stone wall that was owned by the Town, Mr. Lyman advised that survey maps and pins in the wall demonstrate that the property line ran down the center of the wall indicating the wall was jointly owned by the Town and the property owner. He stated that

that is consistent with other stone walls in Town that run along property lines. He advised that he had not received any additional information from Ms. Dickinson.

- Regarding Ms. Dickinson's recommendation that all Town employees that operate vehicles and/or equipment should be drug tested, Mr. Lyman stated that the Town's employee handbook, that was adopted in 2005, includes a section stating the Town's policy on alcohol and drug testing.

6. Citizen's Concerns: There were no citizen's concerns discussed at the meeting.

7. Unfinished Business

- A. East Haddam Village Revitalization Committee (EHVRC) Update: Mr. Lyman reported that the EHVRC had not met since the last Board of Selectmen's meeting. He confirmed that Land Use Administrator Ventres is working on an RFP with the Committee and the draft is almost completed.
- B. Transfer Station Committee Final Report Discussion & Solid Waste Facility Ordinance: There was no update on this agenda item.
- C. Citation Hearing Procedure Ordinance Discussion: There was no update on this agenda item.
- D. Control of Animals Ordinance Discussion: There was no update on this agenda item.
- E. Trailer Ordinance Discussion: There was no update on this agenda item.
- F. Crisis and Strategic Communications Plans Services: Ms. Link reported that the Committee had met on October 11<sup>th</sup> and that most of the meeting was held in Executive Session since the Committee was discussing sensitive topics regarding crisis communications. She advised that she expected that most of their work will be completed in time for the 2018-19 budget season.

8. New Business

- A. Bid Waiver – Robbie Road Repair: Mr. Lyman noted that he had previously spoken with each of the Selectmen regarding the damage to Robbie Road from the September 25-26 storm and the emergency repairs that would be necessary to make the road safe and passable for residents and emergency vehicles.

Motion made by Mr. Lyman, seconded by Ms. Link, to waive the bid process for repair of Robbie Road and authorize the Public Works Director to negotiate with TradeMark Contractors, LLC per their proposal of \$45,000.00 for repairs. Unanimous aye.

- B. Financial Needs Roundtable Discussion: Mr. Lyman reported that he had spoken with the Board of Finance Chairman who noted that 2011-2012 was the last time an analysis of the Town's financial needs/limits was done and recommended updating the 10-year plan.

Motion made by Mr. Lyman, seconded by Ms. Link, to recommend the adoption of the following resolution:

RESOLVED: That a Financial Needs Roundtable of seven (7) members, be reappointed, for the purpose of researching and analyzing the Town's short and long-term financial needs and infrastructure and to make recommendations on planning for projected expenses, revenues and structuring of debt and savings.

The Roundtable shall be composed of the First Selectmen; the Chairman of the Board of Finance (or his designee) and one other member of the Board of Finance from the opposing party; the Chairman of the Board of Education (or his designee) and two other members of the Board of Education from opposing parties; and the Chairman of the Planning and Zoning Commission (or his designee). Members shall be appointed by the Board of Selectmen and the terms of office shall be for one year. Members shall serve with no compensation. The First Selectmen (or his designee) shall Chair the Roundtable. The Roundtable shall meet at least quarterly and their meetings shall be open to the public. The Roundtable shall invite advisory participants to their meetings as needed.

The Roundtable shall make recommendations to the Board of Selectmen for short and long-term needs and requirements and corresponding economic and taxpayer impacts.

There was a general discussion regarding the motion and resolution and Ms. Link recommended making the Financial Needs Roundtable a permanent committee. She noted Mr. Lyman's current heavy workload and volunteered to act as his designee on the committee. Mr. Smith expressed concern about the disparate representation of party affiliation in the proposed members of the Roundtable.

The motion passed by a majority of ayes. Mr. Smith voted nay.

Motion made by Mr. Lyman, seconded by Ms. Link, to appoint Emmett Lyman, Tracey Gionta, Harvey Thomas, Bryan Perry, Erik Anderson, Jill Kelly and Crary Brownell to the Financial Needs Roundtable, terms to expire January 1, 2020. The motion passed by a majority of ayes. Mr. Smith voted nay.

- C. Board/Commission/Committee Changes (COA): Mr. Lyman called the Selectmen's attention to a copy of a notice in their meeting packets from Senior Services Director Parker advising of recommended changes to the membership of the Commission on Aging.

Motion made by Mr. Lyman, seconded by Mr. Smith, to change the status of Barbara Davis from an alternate member to a regular member on the Commission on Aging to fill a vacant three-year term to expire June 30, 2019. Unanimous aye.

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

- D. Tax Refunds: Mr. Lyman called the Selectmen's attention to eight tax refunds.

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

- \$209.04 to Honda Lease Trust;
- \$ 56.50 to Toyota Lease Trust;

- \$ 69.11 to Toyota Lease Trust;
- \$240.96 to Vault Trust;
- \$248.23 to Vault Trust;
- \$155.21 to Vault Trust;
- \$186.11 to Vault Trust, and
- \$201.69 to Vault Trust.

Unanimous aye.

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

- In response to a recommendation by Mr. R. Dill, Mr. Lyman advised that there was insufficient manpower in Public Works, at this time, to make changes to the traffic flow pattern at the Transfer Station. He noted, however, that he supported the recommended changes and expects to implement them in the near future.
- Mr. Casner, Chairman of the Economic Development Commission (EDC), reported that the Fall Weekend, a joint effort by the EDC and East Haddam Business Association, was a success. He reviewed some of the attendance statistics and noted that 32 Town businesses participated this year, up from six in 2016 and twelve in 2017. He advised that the Public Works staff, particularly Steve Hedler, and the Fire Department had been very helpful and thanked the Town for its support.
- Mr. Gelston advised that he agreed that the EDC/EHBA Fall Weekend was successful. He also encouraged the Selectmen to move forward on the changes to the Transfer Station and reiterated his recommendation to form a volunteer committee to implement and oversee the work.
- In response to a question raised by Mr. Brownell, Mr. Lyman advised that the state has not informed town officials regarding its plans for removing damaged/dead trees on state roads; however, he has seen their crews working in several areas. In response to a follow-up question from Ms. Link, Mr. Lyman stated that he had not reached out the state's public works department and he did not know if the Public Works Director has done so.
- In response to a question raised by Mr. E. Blaschik, Mr. Lyman advised that he has been told that the two bridges on Route 82, that the state is repairing, will be completed this fall.

10. Selectmen's Discussion:

- A. Thunder in the Valley – Drum & Fife Muster – Grange Hall/Town Hall (10/20/18 @12:00 noon): Mr. Lyman informed the Selectmen and attendees of the scheduled event.
- B. Chatham Health Flu Clinic – High School (10/24/18 from 3:00 pm – 6:00 pm): Mr. Lyman informed the Selectmen and attendees of the scheduled event and noted that Chatham Health will administer higher intensity doses to individuals age 65+.
- C. Drug Take Back Day – Municipal Office Complex Police Office (10/27/18 from 10:00 am – 2:00 pm): Mr. Lyman informed the Selectmen and attendees of this scheduled event. Ms. Zemienieski advised that USDA had contacted the Town and asked if they could participate in the event and she had forwarded their request onto the Police Department.

- D. POCD Public Workshop – Municipal Office Complex Gymnasium (10/29/18 at 7:00 p.m.): Mr. Lyman informed the Selectmen and attendees of this scheduled event for public input into the updates to the Town’s Plan of Conservation and Development.
- E. EHBA/EDC Business Expo – Municipal Office Complex Gymnasium (10/30/18 from 1:00-5:00 p.m.): Mr. Lyman informed the Selectmen and attendees of this scheduled event.
- F. Project Safe Halloween – Municipal Office Complex (10/31/18 from 5:00 pm to 7:30 pm): Mr. Lyman informed the Selectmen and attendees of this scheduled event.
- G. 2019 Board of Selectmen Meetings: Mr. Lyman call the Selectmen’s attention to the list of proposed 2019 Board of Selectmen meeting dates and advised they would vote on them at an upcoming meeting.

In response to questions raised by Ms. Link, Mr. Lyman reiterated that the RFP for the old Town Office site is being drafted by Land Use Administrator Ventres and reviewed by the EHVRC members. He stated he does not have an anticipated date of completion of the RFP and agreed to provide Ms. Link with a copy of the draft document. He confirmed that he and Mr. Smith had signed the check for the final payment for the fire boat.

In response to a question from Mr. Smith regarding the status of the replacement of the Bone Mill Road bridge, Mr. Lyman advised that the work crew recently discovered that the existing foundation would have to be re-enforced to accommodate the new bridge. He confirmed that the additional work would not put the project over budget and stated that he was told it would be completed this fall. Mr. Smith expressed frustration that the foundation issue was not identified by the engineers at the beginning of the project and stated that he is concerned about emergency vehicles’ access for the residents.

Mr. Smith stated he still had concerns about how the agreement was made to replace the stonewall with pillars on a Town employee’s property during the paving of O’Connell Road Extension.

Motion made by Mr. Smith, seconded by Ms. Link, to survey the property line where the stonewall was removed during the O’Connell Road Extension paving project.

There was a general discussion regarding the potential cost of the survey, the pros and cons of having the survey done, and whether or not the taking of property was recorded on the property deed. Mr. Smith stated he had a number of questions regarding the issue and noted that he wants to ensure that the approach used to negotiate the exchange does not occur again.  
Aye: Smith Nay: Lyman, Link. Motion Failed.

Motion made by Mr. Smith to request the town conduct a survey of the property for this project with Mr. Smith agreeing to reimburse the town for the cost of the survey. No second to the motion was received.

- 11. Adjournment: There being no additional regular business to discuss, a motion was made by Mr. Lyman, seconded Ms. Link, to adjourn the meeting 8:20 p.m. Unanimous aye.

Recorded

Respectfully submitted,  
Susan Link, Secretary