

Board of Selectmen
Municipal Office Complex
Meeting Rooms 1/2
November 7, 2018
Regular Meeting Minutes

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

Also Present: E. Blaschik; C. Brownell; W. Cross; R. Casner; C. Dickinson; T. Dickenson; D. Dill; E. Dill; R. Dill; C. Gelston; 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 17, 2018

The Selectmen reviewed the minutes of the October 17, 2018 meeting.

Motion made by Mr. Lyman, seconded by Mr. Smith, to approve the minutes of the Regular Meeting of October 17, 2018, as written. Unanimous aye.

4. Correspondence

A. Letter of Appreciation: Mr. Lyman called the Selectmen's attention to a copy of an email in their packets from Mr. Ernie Beckwith, dated October 20, 2018. He noted that Mr. Beckwith stated that, "*East Haddam is fortunate to have [Lisa Conroy] ... as the Park & Rec Director*".

5. First Selectmen's Report

A. Responses to Previous Meeting Questions: Mr. Lyman provided the following information concerning questions raised at the October 17th Selectmen's meeting:

- He had spoken with the Public Works Director about Mr. E. Dill's offer to have Consumer's Union repair the storm damage to Ackley Road and she agreed to collaborate with Consumer's Union on doing the repairs; however, he noted that union permission must be secured before Consumer's Union does any work. He further stated that the Town's attorney is drafting a "Hold Harmless" agreement for the project.
- Regarding Mr. Brownell's inquiry about the state's plan for the removal of dead/damaged trees on state roads and highways, Mr. Lyman stated that the state estimates there are 17,000 trees on state property that need to be removed and that the Department of Transportation is looking into options for the work. He noted that neither the state, the Town, or Eversource currently have sufficient resources to address the problem.
- As a follow-up to Mr. Blaschik's inquiry about when the work on the Route 82 bridges would be completed, Mr. Lyman reported that the state Department of Transportation confirmed that

the traffic lights at both sites would be removed this fall and 2-way traffic will resume at that time.

- Regarding Ms. Link's request for a copy of the RFP for the Village Revitalization site, Mr. Lyman stated that the document is currently a rough draft and that EHVRC is discussing whether to issue an RFP or Request for Qualifications (RFQ). He confirmed that the draft RFP was available for review.
- Regarding Mr. Smith's concern that the engineers on the Bone Mill Bridge project had not identified that there would be a problem with the existing foundation supporting the new bridge, Mr. Lyman advised that he had been informed that the foundation was not exposed until late in the project and, therefore, the problem had not been apparent. He noted that the contractor confirmed that the bridge would be in place this fall. Mr. Smith expressed skepticism about that projection and noted that he had observed little or no work has been done at the site since the last Board of Selectmen's meeting.

6. Citizen's Concerns: The following citizen's concerns were discussed at the meeting:

- Ms. T. Dickinson distributed a packet of documents containing Google map pictures and pictures taken with her cell phone of the O'Connell Road Extension site where a stone wall was removed and pillars installed. She reviewed the documents and reiterated her concern about the appropriateness of a Town Department head negotiating with an employee on such matters and the resulting expense to tax payers. She stated that she would like to know if the Town has put any additional checks and balances in place to prevent a similar situation from occurring.
- In response to Mr. C. Brownell's concern about the state's and Town's potential liability from damage caused by dead trees, Mr. Lyman stated that any trees on Town property that are identified as an imminent danger are immediately addressed by the Public Works Department. He stated that the issue was discussed at a recent COG meeting and the state and municipalities are very aware of the potential liability and are doing everything possible, given limited resources, to address the issue. He noted that they are working on a plan and the first step is to prioritize damaged/dead trees for removal.
- Mr. R. Dill informed the Selectmen that the EHVRC Chairman Gerrish had drafted a recommendation to publish an RFQ prior to issuing an RFP for the Village Revitalization project and stated he would forward that document to the Selectmen.
- In response to a concern raised by Mr. T. Gelston regarding the site available for viewing meeting videos, Ms. Zemienieski stated she would email him a link to the Town's YouTube site.
- In response to Mr. T. Gelston's concern about the appropriateness of the negotiations for the removal/replacement of the stonewall on the O'Connell Road Extension project, Mr. Lyman confirmed that he had thoroughly reviewed the issue and stated that he does not believe that anything inappropriate occurred but agreed that the negotiations should have been better documented.

7. Unfinished Business

- A. East Haddam Village Revitalization Committee (EHVRC) Update: Mr. Lyman called the Selectmen's attention to the EHVRC's October 24th meeting minutes in their packets. He briefly

reviewed the minutes and reiterated that the Committee is considering issuing an RFQ prior to an RFP. He also noted that the EHVRC had passed a motion to move forward with an affiliation with the CT Main Street Center.

In response to Mr. Smith's inquiry about the status of the environmental study done at the Old Town Office Site, Mr. Lyman recognized Mr. Turner who advised that a meeting is being scheduled with the consultants to ensure that their draft report addresses all of the Town's criteria and then the report will be finalized. Mr. Turner noted that he does not expect that there will be any material changes to the report.

- B. Transfer Station Committee Final Report Discussion & Solid Waste Facility Ordinance: Mr. Lyman reported that he had requested the Public Works Director provide him with a plan to reorganize the traffic flow at the Transfer Station and advised that he anticipates the reorganization will be completed by December.

Mr. Lyman stated that repairs to the hinges on the back gate of the compactor have been scheduled and as soon as they are completed the back will be opened again. He noted that Public Works will post rules for unloading trucks at the rear of the compactor.

In response to a question raised by Mr. Smith, there was a brief discussion about sticker enforcement at the Transfer Station. Mr. Lyman noted that he was in favor of an electronically activated gate at the entrance to the site to alleviate manual inspection of stickers.

The Selectmen also discussed weighing of the commercial haulers' trucks, the Town's plans to haul its own waste to the regional center, and the impact of China on processing recyclables.

- C. Citation Hearing Procedure Ordinance Discussion: This agenda item was postponed for future discussion.
- D. Control of Animals Ordinance Discussion: Mr. Smith recommended that the Selectmen act on the Control of Animals and Trailer ordinances. He noted that he understood that the ordinances would not have any teeth in them until the Citation Hearing Procedure Ordinance was finalized; however, he felt it would be prudent to move them forward. The Selectmen agreed with his recommendation and Mr. Lyman stated a motion would be drafted for their next regular meeting.
- E. Trailer Ordinance Discussion: This agenda item was included in the discussion of the previous agenda item and that discussion is reported on above.
- F. Crisis and Strategic Communications Plans Services: Ms. Link reported that the Committee had met on November 1st and that they are drafting their first round of recommendations so that they can be considered during the 2019-20 budget workshops.
- G. 2019 Board of Selectmen Meetings: Mr. Lyman called the Selectmen's attention to the proposed list of 2019 regular meeting dates. He noted that meetings on March 6th and July 3rd of 2010 and January 1, 2020 conflict with holidays and the Selectmen agreed not to schedule meetings on those dates.

Motion made by Mr. Lyman, seconded by Ms. Link, to approve the following dates as the meeting schedule for the Board of Selectmen for the 2019 calendar year: January 2 & 16, February 6 & 20, March 20, April 3 & 17, May 1 & 15, June 5 & 19, July 17, August 7 & 21, September 4 & 18, October 2 & 16, November 6 & 20, and December 4 & 18, and January 15,

2020. All meetings will be held at 7:00 p.m. in the Municipal Office Complex, Meeting Rooms 1/2. Unanimous aye.

8. New Business

- A. Chatham Health District Discussion: Mr. Lyman advised that a special meeting of the Economic Development Commission is scheduled for November 8th to discuss the Town's contract with the Chatham Health District. He stated that he and other representatives from the Town and Chatham Health, along with representatives from other towns participating in the district, will attend the meeting.

He acknowledged that the Town has had problems with Chatham Health District's support but noted that CHD is undergoing a reorganization with a goal of providing better service. He noted that there are other considerations, such as Everbridge and mutual aid, that must be taken into account when considering alternative options.

Mr. Lyman stated that he feels that contractual deadlines may impede the Town's ability to adequately research alternative options and said that it would be his recommendation to defer the decision for a year. Mr. Smith suggested that, if they do defer the decision for another year, the Selectmen should begin its reevaluation earlier in 2019.

- B. 2019 DOT Resurfacing Program – Installation of Centerline Rumble Strips (Route 82): Mr. Lyman called the Selectmen's attention to a copy of a letter in their meeting packets from the CT Department of Transportation dated October 31, 2019. He stated that the state would like the Town to sign-off on its plan to resurface a section of Route 82 in East Haddam and install centerline rumble strips on approximately 3.6 miles of the road.

Motion made by Mr. Lyman, seconded by Ms. Link, to concur with the installation of centerline rumble strips on sections of Route 82 in the Town of East Haddam between Route 151 to Bone Mill Road and between 500 feet north of Banning Road to the East Haddam/Lyme town line and that neither a public informational meeting nor a public hearing is needed for the installation of centerline rumble strips.

There was a general discussion regarding the state's request and Ms. Link expressed concern that no public information meeting would be held. Ms. Link and Mr. Smith recommended the Town request the state's DOT facilitate a public information meeting regarding its plans to install centerline rumble strips on a section of Route 82.

In Favor: Lyman, Opposed: Link, Smith

The motion failed by a vote of two nays to one aye.

- C. Waiver of Requirement for a Second Quote: Mr. Lyman called the Selectmen's attention to a letter in their meeting packets from Ron Turner, Director of Operations, dated November 5, 2018, requesting a waiver on the requirement for a second quote for a capital improvement project involving the sound and light board replacement at the Nathan Hale-Ray Middle School. He noted that Mr. Turner's letter stated that the bid received "*... fits all the needs of the facility, and the value is \$350 less than the budgeted amount*". He further noted that Mr. Turner had attempted to secure quotes for two other sources but no responses were received.

Motion made by Mr. Lyman, seconded by Ms. Link, to waive the requirement for a second quote and authorize the Director of Operations to negotiate with the sole proposer, Sound Stage

Systems, for the sound and light board replacement at the Nathan Hale-Ray Middle School.
Unanimous aye.

- D. Bid Award – Winter Sand for Snow and Ice Control: Mr. Lyman called the Selectmen’s attention to a memo in their meeting packets from Public Works Director Lunt, dated November 2, 2018, with her recommendation for the purchase of the Town’s sand for snow and ice control pending the testing on the sand.

Motion made by Mr. Lyman, seconded by Ms. Link, to award the bid for the purchase of Sand for Snow and Ice Control to Hubert E. Butler Construction Co., LLC in the amount of \$14.30/cubic yard and to further authorize the Public Works Department to order sand from the next lowest bidder, Baldi Stone & Gravel, in the amount of \$14.34/cubic yard if, for any reason, Hubert E. Butler Construction Co., LLC was unable to fulfill the bid requirement. Both awards are subject to documentation that the sand is in compliance with the Town’s specifications and that the insurance requirements for the award are satisfied. Unanimous aye.

Mr. Smith advised that Butler Construction’s sand is red rather than the typical tan color but noted that there is no difference in its functionality.

- E. Fee Schedule for Contracted Snow Plowing: Mr. Lyman called the Selectmen’s attention to a copy of a memo in their meeting packets from Public Works Director Lunt, dated November 7, 2018, regarding her summary of fee proposals submitted and her recommendation of snowplowing prices for the winter.

Mr. Lyman explained that this was the process used to set the fee schedule for different size trucks for contracted snow removal. He noted that if we used contractors other than those who submitted prices, they would be paid at the set rates.

Motion made by Mr. Lyman, seconded by Mr. Smith, to accept the recommendation of the Public Works Director and set the snow plowing rates as follows: Up to 10,000 GVW with sander - \$140.00 per hour; between 10,000 and 25,999 GVW with sander - \$140.00 per hour and over 26,000 GVW with sander - \$140.00 per hour. Unanimous aye.

- F. Grant Acceptance – FY 2019 Comprehensive DUI Enforcement Program: Mr. Lyman called the Selectmen’s attention to materials in their meeting packets from the CT Department of Transportation, dated October 30, 2018, advising of a grant approval confirmation for the Comprehensive DUI Enforcement project.

Motion made by Mr. Lyman, seconded by Ms. Link, to accept a grant in the amount of \$24,800.00 from the State of Connecticut, Department of Transportation, entitled “FY 2019 Comprehensive DUI Enforcement Program for Resident Trooper”, and send acceptance of said grant to the Board of Finance and then to Town Meeting for approval. Unanimous aye.

- G. Board/Commission/Committee Changes (CONS)

Conservation Commission

Mr. Lyman called the Selectmen’s attention to a copy of an email in their meeting packets from Conservation Commission Chairman Smith, dated November 7, 2018, advising of a recommended appointment to the membership of the Commission.

Motion made by Mr. Lyman, seconded by Mr. Smith, to appoint Gary Wilson as an alternate member of the Conservation Commission, filling a vacant two-year term to expire June 30, 2019. Unanimous aye.

H. Tax Refunds: Mr. Lyman called the Selectmen's attention to five tax refunds.

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

- \$283.85 to Nissan Infinity LT;
 - \$401.19 to CAB East LLC;
 - \$ 73.45 to Joseph Zaklukiewicz;
 - \$392.82 to Nissan Infinity LT, and
 - \$ 75.41 to David & Claudia Skinner.
- Unanimous aye.

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

- Mr. E. Dill thanked Mr. Lyman for speaking with the Public Works Director regarding Consumers' Union assisting with the repairs to Ackley Road. He noted that a grader would be helpful in making the road more serviceable. He also noted that the signs at the end of Wickham Road continue to be stolen.

In response to Mr. E. Dill's recommendation that the Town retain an in-house sanitarian, Mr. Lyman stated that doing so would be cost-prohibitive after the additional expenses for a physician, nurse, and Everbridge, etc. are factored in. He further noted that the state is strongly encouraging the regionalization of health districts.

- Mr. R. Casner stated that the problems with Chatham Health Districts have been going on for three years and its service has gotten worse over the past year. He noted that EDC continues to get complaints from Town businesses about Chatham Health District's fees and poor service. He stated that EDC supports developing a regional health district cooperative, has researched alternative options and was impressed with the CT River Area health district. He noted that CT River Area is on a sound financial basis and services many of the towns with which EDC partners.
- Mr. E. Blaschik and Mr. T. Gelston voiced their agreement with Mr. E. Dill's and Mr. R. Casner's evaluation of Chatham Health District.
- In response to a question raised by Ms. T. Dickinson, Mr. Lyman confirmed that Public Works returned to a Monday through Friday work schedule about one month ago.
- In response to an observation made by Mr. C Dickinson, Mr. Lyman stated that he had also noticed new lines on several Town roads that appear erratic but he did not think that the Town's Public Works Department had ordered they be painted. Mr. Smith opined that he thought the new lines may have been painted by the state in the areas where they had installed new horizontal curve warning signs.

- In response to a question from Mr. C. Brownell, Mr. Lyman noted that the newly appointed East Haddam representative on the Gateway Commission may not yet have received notice of his appointment.

Mr. Brownell noted that he, as well as another member of the reinstated Financial Needs Roundtable, has a conflict with the scheduling of the first meeting. Mr. Lyman noted that it had been very difficult to find an open date for the first meeting; however, he agreed to revisit the matter to see if there is another time when all of the members of the Roundtable are available.

- Mr. T. Gelston commented on the following:
 - He stated that municipalities have to do a better job at processing recycling and that the single-stream system may not be the best process. He recommended consulting with the CT DEEP on this issue.
 - In response to Mr. T. Gelston's question about the Transfer Station stickers, Mr. Lyman confirmed that they are being issued and should be displayed in order to enter the Transfer Station.
 - He noted that large trucks will regularly drive on the centerline rumble strips the state is proposing to install on Route 82 causing a good deal of noise. He recommended asking the state for its justification for installing the rumble strips.
 - In response to his inquiry about the status of the state's horizontal curve warning sign installations, Mr. Lyman reported that the town of Killingworth had received notification that the state has turned the signs over to the town; however, East Haddam has not received similar notification.
- Mr. E. Dill noted that he and Mr. Blaschik will not be able to attend the special EDC meeting regarding the Chatham Health District and requested Mr. Lyman convey their options to the attendees.

10. Selectmen's Discussion

In response to a question raised by Ms. Link, Tax Collector Dill advised that the tax rolls are public information; however, she does not post a list of residents who are delinquent on their taxes. She reviewed her process for collecting delinquent taxes and explained the consequences for not paying property taxes. Ms. D. Dill stated that, at the Board of Finance's request, she had recently forwarded them a list delinquent tax-payers and her process for enforcement.

In response to a question raised by Mr. Smith, Mr. Lyman confirmed that the Public Works Director has a process in place to direct the Town's tree removal sub-contractor as to which trees should be taken down. He stated that Public Works and Eversource are addressing giving the trees along the Town's major electrical routes first priority.

Mr. Lyman advised that this Sunday, November 11th, is Veteran's Day and it is the 100th anniversary of the end of World War 1.

11. Adjournment: There being no additional regular business to discuss, a motion was made by Mr. Lyman, seconded Ms. Link, to adjourn the meeting 8:40 p.m. Unanimous aye.

Recorded

Respectfully submitted,
Susan Link, Secretary